

भारत सरकार
परमाणु ऊर्जा विभाग

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC
ENERGY



सत्यमेव जयते

इंदिरा गांधी परमाणु अनुसंधान केंद्र
कल्पाक्कम, तमिलनाडु- 603 102.

INDIRA GANDHI CENTRE
FOR ATOMIC RESEARCH
KALPAKKAM, TAMILNADU- 603102.

Ref: IGCAR/2(124)/2020-21/Admn(Vig)/217

April 19, 2021

Shri R. Gopinath,
7/113, Muthalamman kovil street,
Sathuragapattinam village,
Chengalpet district – 603 102.
Tamilnadu

Sir,

विषय : सूचना का अधिकार अधिनियम - 2005 के तहत चाही गई सूचना संबंधी ।

Sub: Information sought under RTI Act – 2005.

Please refer to your online RTI application no. IGCAR/R/E/21/00011 dated 21.03.2021, received in this centre on 21.03.2021 for necessary action under the RTI Act. The information sought by you, in respect of IGCAR, received from concerned officers is furnished as under:-

SL. No.	INFORMATION SOUGHT	INFORMATION PROVIDED
1.	Provide information for photocopies of contract work order information pages provided by the administration of Kalpakkam Indira Gandhi Centre for Atomic Research IGCAR from 01.04.2013 to 31.03.2016.	During the period 01.04.2013 to 31.03.2016 2 contract tenders were awarded to 2 contractors from IGCAR. Copies of the document containing work order awarded by the administration of IGCAR, Kalpakkam enclosed as Annexure I (4 pages) & Annexure-II (4 pages) is provided free of cost.
2.	Provide information data on the number of contract work order issued by the administration of Kalpakkam Indira Gandhi Centre for Atomic Research IGCAR from 01.04.2013 to 31.03.2016.	During the period 01.04.2013 to 31.03.2016 2 contract tenders were awarded to 2 contractors from IGCAR.

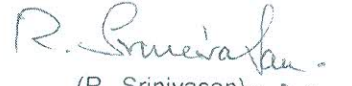
यदि सूचना का अधिकार अधिनियम, 2005 की धारा - 19 के अनुसार अपील करना चाहते हैं, तो इस पत्र की प्राप्ति के 30 दिनों के भीतर अपील प्राधिकारी, इंगोअके को अपील कर सकते हैं । अपील प्राधिकारी का विवरण निम्नानुसार है :

An appeal as per section – 19 of the RTI Act, 2005, if any can be preferred to the Appellate Authority, IGCAR, within 30 days of the receipt of this letter. The details of Appellate Authority are given below:

(श्री ओ.टी.जी. नायर /Shri O.T. G. Nair)

निदेशक(का&प्र) एवं अपील प्राधिकारी / Director (P&A) and Appellate Authority
इंदिरा गांधी परमाणु अनुसंधान केन्द्र/Indira Gandhi Centre for Atomic Research,
कल्पाक्कम/Kalpakkam – 603 102
दूरभाष नं. / Tel.No. 044-27480359
ईमेल/Email: diradm@igcar.gov.in

भवदीय / yours faithfully,


(R. Srinivasan) 19/10/12

प्रशासन अधिकारी-III (सतर्कता)/Administrative Officer-III(V)
केंद्रीय लोक सूचना अधिकारी /Central Public Information Officer

फोन नं. Tel No.: 044-27480080

ई-मेल/E-mail: ao3lg@igcar.gov.in

भारत सरकार
GOVERNMENT OF INDIA

परमाणु ऊर्जा विभाग
DEPARTMENT OF ATOMIC ENERGY



इंदिरा गांधी परमाणु अनुसंधान केंद्र
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH

कल्पाक्कम / KALPAKKAM/-603102
तमिलनाडु / TAMIL NADU

No. IGCAR/28(1)/2013-Admn(O&M)/Zone-2

Dt. 26.05.2015

Shri A. Karthikeyan
Civil & Mechanical Contractor
Solaikuppam village
Meiperumalcheri Post
Kalpakkam - 603102.

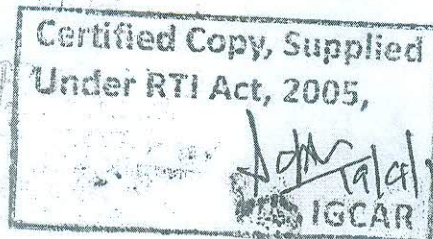
Dear Sir,

Sub:- Centralised House Keeping Work Zone-2

In response to our Tender Notice No.IGC/28(1)/2015-Admn(O&M)/Zone-2 dtd. 06.04.2015, your quotation dated 16.04.2015 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. 35,62,596/- [Rupees Thirty five lakhs sixty two thousand five hundred ninety six only] for a period of 2 years from 01.06.2015. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quality and at the rate specified.

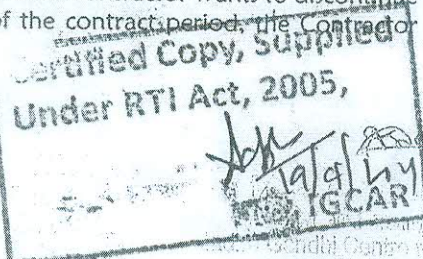
TERMS AND CONDITIONS

- 1) The contractor should submit the labour licence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before The Principal Employer, IGCAR .
- 2) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure-II
- 3) Period of contract will be two years and can be extended for a period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department. Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and include all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges if any.
- 6) The payment of salaries to the workers should be made by the contractor as per the Payment of Wages Act and the Minimum Wages Act. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition) Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.



- 10
- 7) From 01.04.2015 the minimum wages payable for Unskilled worker is Rs. 233/- per day and for Supervisor Rs. 272/- per day. The contractor has to make payment to the workers as per orders issued by Government of India from time to time.
 - 8) Please note that the payment to the workers shall be made by the contractor in the presence of representative of Principle Employer of IGCAR.
 - 9) The payment of salaries to the workers by the contractors should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
 - 10) No escalation of rate would be allowed during the period of contract, which shall be valid for two years from the date of award.
 - 11) The work should be carried out as per details given below.

(a) Floor cleaning [Sweeping, cleaning, dusting of all the floor area, stair cases, passages]	washing, swabbing of all toilets	(b) Mopping floors, corridors	(c) Cobweb cleaning from walls, doors, Windows	: Daily once	: Daily two times.	: Weekly once	: Once in fortnight
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 - 12) Contractor should engage minimum 24 persons [23 workers + 1 Supervisor] daily to perform all the above work.
 - 13) Quality of work and attendance of the employees will be recorded by the respective buildings representative on all working days. The workers shall report at the allotted work place and commence work at 08.00 AM on all working days. A Xerox copy of the attendance of workers is required to be submitted along with the monthly bill.
 - 14) In case of any default by the contractor or providing required number of workers for more than 3 days, IGCAR will have the right to engage the required number of workers from other sources at the risk and at the cost of the contractor.
 - 15) The contractor shall employ only adult labourers / workers for this work.
 - 16) The contractor's staff shall not be treated as IGCAR staff for any purpose. Whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor's employees.
 - 17) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
 - 18) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.
 - 19) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR



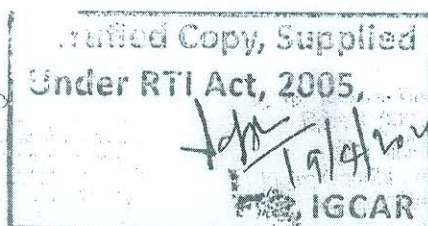
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authorities. Similarly if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.

- 20) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A] IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
- 21) All the persons deployed by the contractor shall be on the pay rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
- 22) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.
- 23) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
- 24) The contractor shall not appoint any sub-contractor for the work assigned to him.

SPECIAL CONDITIONS

- 1.0 **Site Investigation:** The contractor acknowledges that he has satisfied himself as to the nature and location of the work, the general and local conditions and other information essential for submitting his tender. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work.
- 2.0 **Conditions of Contract:** The **CONDITIONS OF CONTRACT** and guidance to contractors for item rate tender and contract applicable to the works of Department of Atomic Energy shall form part of the contract for this work. They are available in the office of the Engineer for perusal of the interested tenderers.
- 3.0 **Scope of Work:** The work to be done under these specifications consists of furnishing all labour and services etc., required to execute the work specified in the tender, strictly in accordance with the specifications and conditions etc., which include everything requisite and necessary to finish the entire work satisfactorily.
- 4.0 **Sequence of Work:** The contractor shall execute the work as per the instructions given by the Officer-in-Charge of the concerned Zone.
- 5.0 **Rates:** Works Contract Tax is not applicable.
- 6.0 **Government Labour Laws:** The contractor shall follow strictly the Government Labour Acts which are in force at present and all necessary arrangements for labour will have to be made by the contractor.
- 7.0 **Withdrawal of Tender:** Should the contractor modify or withdraw his tender within a period of ninety days from the date of opening of the tender, his earnest money will be forfeited.



- 8.0 **Security Rules:** The contractor and his employees shall follow all Departmental Security rules/instructions from time to time. The contractor shall arrange photo passes to his workers at his own cost in the manner prescribed by the Department.
- 9.0 **Accommodation:** The Government will not provide any quarters or land for the accommodation of the contractor's personnel.
- 10.0 **Past Experience and site Organisation:** Contractors shall submit along with their tenders details of their past experience in the execution of similar works, including value of each work and names of clients, places of execution and other relevant information.
- 11.0 **Safety Regulations:** The contractors' employees shall observe safety practices as prescribed by this Centre.
- 12.0 **Security Deposit:** The time for releasing of security deposit prescribed under clause 17 of "Conditions of Contract" will not apply to this work. The security deposit will be refunded soon after the final bill is passed.
- 13.0 **Labour Welfare Cess :** Labour welfare Cess @ 1% shall be deducted from the Gross Value of work done from Bill.
- 14.0 **Penalty clause :** It shall be the responsibility of the contractor to provide a substitute in place of workers who remain absent. In case the contractor fails to engage 23 workers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 300 per day per worker will be recovered from the monthly bills of the contractor. This should not be charged on the workers engaged by him.

You are requested to contact Shri G. Vijayakumar, SO/F, Head, ESS, FRTG, Phone No 22469 who is the Officer-in-Charge for co-ordinating the work in Zone-2.

Receipt of this work order may please be acknowledged.

Yours faithfully,

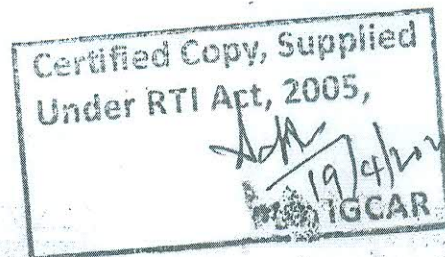


[A.K. Vikraman Nair]

Director [P&A]

For and on behalf of President of India

- Copy to : 1. DCA, IGCAR
2. Principal Employer, IGCAR
3. Shri G. Vijayakumar, SO/F, Head, ESS, FRTG [Officer-in-Charge, Zone-2]
4. Pass Section, Main Gate, CISF





No. IGCAR/28(1)/2013-Admn(O&M)/Zone-6

Dt. 26.05.2015

Shri M. Durairaj
Engineering Contractor
No. 55, Dr. Ambedkar Nagar,
Pudupattinam,
Kalpakkam – 603102.

Dear Sir,

Sub:- Centralised House Keeping Work Zone-6

In response to our Tender Notice No.IGC/28(1)/2015-Admn(O&M)/Zone-6 dtd. 06.04.2015, your quotation dated 16.04.2015 for carrying out house keeping work as per the schedule of rates and quantities given in the Annexure-I has been accepted on behalf of the President of India at a total value of Rs. 34,79,693/- [Rupees Thirty four lakhs seventy nine thousand six hundred ninety three only] for a period of 2 years from 01.06.2015. The offer is subject to the general and special conditions of contract relating to the work contracts and subject to the terms and conditions contained in this order and to the extent of quality and at the rate specified.

TERMS AND CONDITIONS

- 1) The contractor should submit the labour licence obtained from the Labour Commissioner for engaging the workers for House Keeping Work within 1 month from the date of receipt of work order and the same has to be produced before The Principal Employer. IGCAR .
- 2) The Contractor shall carry out the house keeping services to the satisfaction of the user at all the buildings indicated in Annexure-II
- 3) Period of contract will be two years and can be extended for a period of one year on mutual consent on the same terms and conditions and rates.
- 4) Cosmetic materials required for cleaning will be provided by the Department. Vacuum cleaner or any other gadgets required shall be brought by the contractor.
- 5) The rate quoted by the contractor shall be firm and inclusive of all house keeping and other services, labour, equipments, tools, appliances and any other expenses that the contractor may incur in executing the job and include all contractual obligations to carry out the above job. The rates will be inclusive of all taxes and service charges if any.
- 6) The payment of salaries to the workers should be made by the contractor as per the Payment of Wages Act and the Minimum Wages Act. The contractor shall abide by the provision under the Contract Labour [Regulation and Abolition) Act, 1970 and the Tamil Nadu Contract Labour (Regulation and Abolition) Rules, 1975.

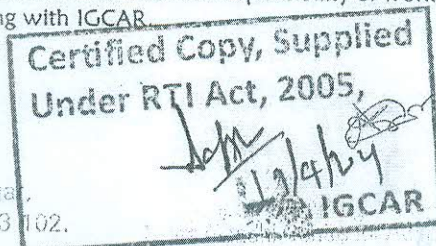
M. DURAIRAJ
Engineering Contractor
No. 55, Dr. Ambedkar Nagar,
Pudupattinam, Kalpakkam-603 102.
Kancheepuram District

श्री. के. विजयन कारदार / K. Vijayan
निदेशक (कार्य) / Director (Ops)
इंदिरा गांधी परमाणु अनुसंधान केंद्र
Indira Gandhi Centre for Atomic Research
Kalpakkam - 603102

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Under RTI Act, 2005,
26/5/2015
IGCAR

- 7) From 01.04.2015 the minimum wages payable for Unskilled worker is Rs. 233/- per day and for Supervisor Rs. 272/- per day. The contractor has to make payment to the workers as per orders issued by Government of India from time to time.
- 8) Please note that the payment to the workers shall be made by the contractor in the presence of representative of Principle Employer of IGCAR.
- 9) The payment of salaries to the workers by the contractors should not be stopped or linked to the clearance or passing of monthly bills submitted to this office.
- 10) No escalation of rate would be allowed during the period of contract, which shall be valid for two years from the date of award.
- 11) The work should be carried out as per details given below.
- (a) Floor cleaning : Daily once
[Sweeping, cleaning, dusting of all the floor area, stair cases, passages]
washing, swabbing of all toilets : Daily two times.
- (b) Mopping floors, corridors : Weekly once
- (c) Cobweb cleaning from walls, doors, Windows : Once in fortnight
- 12) Contractor should engage minimum 24 persons [23 workers + 1 Supervisor] daily to perform all the above work.
- 13) Quality of work and attendance of the employees will be recorded by the respective buildings representative on all working days. The workers shall report at the allotted work place and commence work at 08.00 AM on all working days. A Xerox copy of the attendance of workers is required to be submitted along with the monthly bill.
- 14) In case of any default by the contractor or providing required number of workers for more than 3 days, IGCAR will have the right to engage the required number of workers from other sources at the risk and at the cost of the contractor.
- 15) The contractor shall employ only adult labourers / workers for this work.
- 16) The contractor's staff shall not be treated as IGCAR staff for any purpose. Whatsoever, and facilities / benefits applicable to IGCAR staff will not be applicable to contractor's employees.
- 17) Payment will be made on pro-rata basis in terms of days, men and work for the period claimed.
- 18) Contractor should undertake the full responsibility of workers conduct and safety when they are working with IGCAR.

M. DURAIRAJ
Engineering Contractor
No. 55, Dr. Ambedkar Naga,
Pudupattinam, Kalpakkam-603 102.
Kancheepuram District.



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- 19) In case Contractor wants to discontinue the contract for any reasons, before completion of the contract period, the Contractor shall give 2 months advance notice to IGCAR authorities. Similarly if IGCAR wants to discontinue the contract for any reasons shall give 2 months advance notice to the Contractor.
- 20) If the contractor fails to complete the contract or render the services under this contract satisfactorily, the Director [P&A] IGCAR shall have the power of rescind the contract and on such rescinding get the work done departmentally or through another contractor. In such an event, this centre is entitled to forfeit the Earnest Money Deposit, Security Deposit already recovered, Performance Guarantee under the contract and also to recover the extra cost involved in getting the work done departmentally or through another contractor.
- 21) All the persons deployed by the contractor shall be on the pay rolls of the contractor and paid by the contractor and IGCAR will have no liability whatsoever in this regard. The persons as deployed by the contractor will not have any provisions claim directly or indirectly on IGCAR under any provisions of Labour Laws for regularization of their services in future against regular or temporary vacancies in this Centre.
- 22) The Department is not liable to pay any compensation in case of any accident and the Contractor is liable for any such compensation.
- 23) The Department shall not provide any transportation facility to the labourers of the contractor outside the campus of IGCAR.
- 24) The contractor shall not appoint any sub-contractor for the work assigned to him.

SPECIAL CONDITIONS

- 1.0 **Site Investigation:** The contractor acknowledges that he has satisfied himself as to the nature and location of the work, the general and local conditions and other information essential for submitting his tender. Non-familiarity with the site conditions will not be considered a reason either for extra claims or for not carrying out the work.
- 2.0 **Conditions of Contract:** The **CONDITIONS OF CONTRACT** and guidance to contractors for item rate tender and contract applicable to the works of Department of Atomic Energy shall form part of the contract for this work. They are available in the office of the Engineer for perusal of the interested tenderers.
- 3.0 **Scope of Work:** The work to be done under these specifications consists of furnishing all labour and services etc., required to execute the work specified in the tender, strictly in accordance with the specifications and conditions etc., which include everything requisite and necessary to finish the entire work satisfactorily.
- 4.0 **Sequence of Work:** The contractor shall execute the work as per the instructions given by the Officer-in-Charge of the concerned Zone.
- 5.0 **Rates:** Works Contract Tax is not applicable.
- 6.0 **Government Labour Laws:** The contractor shall follow strictly the Government Labour Acts which are in force at present and all necessary arrangements for labour will have to be made by the contractor.


M. DURARAJ
Engineering Contractor
No. 55, Dr. Ambedkar Nagar,
Pudupattinam, Kalpakkam-603 102.
Kancheepurem District

Certified Copy, Supplied
Under RTI Act, 2005
19/12/24
IGCAR

27/5/15

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- 7.0 **Withdrawal of Tender:** Should the contractor modify or withdraw his tender within a period of ninety days from the date of opening of the tender, his earnest money will be forfeited.
- 8.0 **Security Rules:** The contractor and his employees shall follow all Departmental Security rules/instructions from time to time. The contractor shall arrange photo passes to his workers at his own cost in the manner prescribed by the Department.
- 9.0 **Accommodation:** The Government will not provide any quarters or land for the accommodation of the contractor's personnel.
- 10.0 **Past Experience and site Organisation:** Contractors shall submit along with their tenders details of their past experience in the execution of similar works, including value of each work and names of clients, places of execution and other relevant information.
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- 14.0 **Penalty clause :** It shall be the responsibility of the contractor to provide a substitute in place of workers who remain absent. In case the contractor fails to engage 23 workers and 1 supervisor on a daily basis for more than three days in a month, a penalty of Rs. 300 per day per worker will be recovered from the monthly bills of the contractor. This should not be charged on the workers engaged by him.

You are requested to contact Shri B. Balagopal, SO/D, FRTG Phone No 26275 who is the Officer-in-Charge for co-ordinating the work in Zone-6.

Receipt of this work order may please be acknowledged.


Yours faithfully,



[A.K. Vikraman Nair]
Director [P&A]

For and on behalf of President of India

- Copy to : 1. DCA, IGCAR
2. Principal Employer, IGCAR
3. Shri B. Balagopal, SO/D, FBTR [Officer-in-Charge, Zone-6]
4. Pass Section, Main Gate, CISF


M. DURAISAJ
Engineering Contractor
No. 55, Dr. Ambedkar Nagar,
Pudupattinam, Kalpakkam-603 102,
Kancheepuram District

