



**GOVERNMENT OF INDIA  
DEPARTMENT OF ATOMIC ENERGY  
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH  
KALPAKKAM - 603102**

**Reprocessing Group (RpG)  
Reprocessing Service Group (RpSG)  
Reprocessing Maintenance Division (RpMD-E)  
Electrical Engineering Section (EES)**

**Tender Document  
[Additional Terms & Conditions (ATC)]**

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**ANNEXURE-I**  
**GOVERNMENT OF INDIA**  
**DEPARTMENT OF ATOMIC ENERGY**  
**INDIRAGANDHI CENTRE FOR ATOMIC RESEARCH**  
**REPROCESSING GROUP**  
**KALPAKKAM - 603 102**

**I. NIT Details:**

1.1. Online Percentage rate tender [Facility Management Service (Lump sum based)], in TWO parts are invited for and on behalf of the President of India by the **Associate Director, RpSG, RpG, IGCAR, Kalpakkam - 603102**, from agencies who have experience in providing similar services (as specified in para. 1.2(a) of this NIT) and are meeting the conditions as stipulated in this NIT, as per the details given below for working in the **radioactive plants of RpG, IGCAR**:

**1.2 Tender No. IGC/RPG/ELE/T-61/2025**

i) <i>Name of work</i>	<b>Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.</b>
ii) <i>Estimated Cost</i>	<b>Rs. 41,00,382/- (Basic amount + 18% GST, i.e. excluding the service charge and its GST)</b>
iii) <i>Time allowed</i>	<b>18 (Eighteen) Months.</b> The contract may be extended for a further period of three months or part thereof on mutual consent.
iv) <i>Earnest Money Deposit</i>	<p><b>Rs. 82,008/- (Rupees Eighty Two Thousand and Eight only)</b> in the form of Deposit at Call receipt or Demand Draft / Bankers Cheque/ FDR drawn in favour of PAY &amp; ACCOUNTS OFFICER, IGCAR, KALPAKKAM payable at Kalpakkam. Insurance Surety Bond will also be accepted. <b>Cash, Cheque, Bank Guarantee for Earnest Money deposit will not be accepted.</b></p> <p><b>‘Micro and small firms registered as MSE’ and ‘GeM GTC categorised EMD exempted service providers’ are exempted from EMD. Service providers under MSE category registered as ‘(712) Technical testing and analysis’ or ‘(749) Other professional, scientific and technical activities’ or ‘(43211) Installation of electrical wiring and fittings’ or ‘(43219) Other electrical installation’ or ‘(38222) Treatment, disposal and storage of radioactive nuclear waste’ are only eligible for exemption.</b></p> <p>However they are required to furnish the MSE certificate/ concerned proof of certification instead of EMD at GeM Portal.</p>
v) <i>Cost of tender document</i>	<b>NIL</b>
vi) <i>Tender processing fee</i>	<b>As applicable</b>
vii) <i>Security Deposit</i>	<b>2.5 % of tendered value</b>
viii) <i>Performance Guarantee</i>	<b>3 % of tendered value</b>

ix) Dates of availability of Tender Documents for view, download and submission	From <b>30/07/2025 (22:00 Hours) to 11/08/2025 (14:00 Hours)</b> To Download – please visit GeM website <a href="https://gem.gov.in">https://gem.gov.in</a> Detailed NIT is also available on website <a href="http://www.igcar.gov.in">www.igcar.gov.in</a> for view only.
<b><i>Please note that the tender will be available for download between the dates as prescribed above. Agencies interested in participating must register in the GEM web portal and pay the prescribed registration charges as per requirements, should pay tender processing fee online, all within the dates prescribed above. <u>Only agencies who have registered in the above mentioned web portal can participate in e-tender.</u> Detailed NIT is also available on website <a href="http://www.igcar.gov.in">www.igcar.gov.in</a> for view only.</i></b>	
x) Free viewing of Tender Documents in PDF format.	Search on Website <a href="https://gem.gov.in">https://gem.gov.in</a> If interested in participating in the tender, download tender details as under.
xi) Purchase of tender Documents in Excel Format for participation in tendering.	Login in the Home page of the website <a href="https://gem.gov.in">https://gem.gov.in</a> with your User ID & Password.  Click on “ <b>Bids</b> ” button; then Click on “ <b>List of Bids</b> ”; Click on “ <b>Search</b> ” button. Now type appropriate key word on search tab. In the list select our bid and apply.  Please refer Help Manual for submission of Tender / contact Help Desk at <a href="https://gem.gov.in/contactUs">https://gem.gov.in/contactUs</a> for any queries.
xii) Last date & Time of pre bid clarification if any, sent by bidder	The bidders are requested to send their Pre-bid clarifications / queries by not later than <b>14:00 Hours on 06/08/2025 to Mail id –<a href="mailto:jjswamidoss@igcar.gov.in">jjswamidoss@igcar.gov.in</a> (Phone No. 044-27480500 – Extn:27332/27210)</b>
xiii) Last date and time of closing of online submission of tenders (Bid end date):	<b>11/08/2025 (14:00 Hours)</b>

v) Last date for submission of Original DD/BC/PO/DR for EMD.	<p>On or before <b>11/08/2025 (14:00 Hours)</b> at <b>Room No.203, HEF Building, DFRP, RpG, IGCAR, Kalpakkam – 603102, Chengalpattu District. (Contact Phone No. 044-27480500 Extn: 27332/27210).</b></p> <p>The tenderer shall be required to submit the Earnest Money in a sealed envelope marked '<b>Earnest Money</b>' Please <b>note that, EMD shall be submitted in a sealed envelope clearly mentioning the Unit name <u>IGCAR</u>, Tender number &amp; Name of work in a cover without fail.</b></p> <p>However, documents sent by post or courier will also be considered provided the same is received within due date &amp; time and postal details shall be sent to <b>Mail id – <u>ijswamidoss@igcar.gov.in</u></b></p> <p><b>If a tenderer fails to submit original DD/BC/ PO/DR/ Insurance Surety Bond within the prescribed period as mentioned above, those tender will be summarily rejected.</b></p>
xv) Date and Time of online opening of Part-I (Technical Bid)	<b>11/08/2025 (14:30 Hours) at Accounts, IGCAR, Kalpakkam</b>
xvi) Period of verification of credentials for evaluation.	<p><b>12/08/2025 to 14/08/2025</b></p> <p>Note: Original documents substantiating the eligibility criteria all mentioned should be produced for verification during the above period. If the tenderers fail to submit original credentials for verification, within the prescribed period as mentioned above those tenders will be summarily rejected. For outstation bidders who have difficulty in appearing in person original notary certified documents can be submitted by registered post.</p>
xvii) Evaluation of Part-I (Technical bid)	Part-I evaluation for qualifying the bidders will be done based on credentials submitted by the bidder for opening Part-II (Financial bid). Inspection of eligible works will be carried out by an Engineering Team of Technical Evaluation Committee, if necessary.
xviii) Bid offer validity	<b>120 Days from the bid submission closing date</b>
xix) Opening of Financial Bids of qualified bidders	Bidder shall check on GeM after Evaluation of Part-I (Technical bid).
xx) Financial Bid/ Price Breakup	<p>The Bidders may note that, lump sum quoted tender amount should be same in both GeM portal and the price bid break-up sheet (strictly as per the given price- bid format) duly signed &amp; stamped.</p> <p>If there is any difference between the total tender amount quoted in GeM portal and the price-break-up sheet as well as if there is any difference in the format of the price-bid uploaded in the Gem portal, the tender will be summarily rejected.</p>

**Note:** Corrigendum/ Addendum/ Amendments if any shall be hosted on IGCAR/ GeM websites only. Bidders are requested to visit the website regularly.

## **II. Eligibility Criteria:**

1.3. Contractors who fulfill the following requirements only shall be eligible to apply.

a) JOINT VENTURES ARE NOT ACCEPTED.

b) The bidder should have valid “ESB (or) EA (or) ESA License” issued by the Tamilnadu or equivalent license issued by other state Electrical Licensing Boards.

c) The bidder must have experience of successfully executed/completed similar services over last three years (i.e., the current financial year and the last three financial years (ending month of March prior to the bid opening)

1) Three similar completed services costing not less than the amount equal to 40% of the estimated cost, **[or]**

2) Two similar completed services costing not less than the amount equal to 50% of the estimated cost, **[or]**

3) One similar completed service costing not less than the amount equal to 80% of the estimated cost.

Name and address of the firm to whom the services were provided indicating the duration of service and work completion certificate shall be furnished.

(#) ‘Similar services’ shall mean: **“Any electrical works”**

### **NOTE for (c):**

(i). Eligible similar nature of work should have been executed in India Only.

(ii). Works got executed on back to back basis through another contractor will not be treated as eligible works.

(iii). **In case of the work done under private sector, the completion certificate shall be supported with the copies of Tax Credit Statement (Form 26AS).**

(iv). The value of executed works shall be brought to current costing level by enhancing the actual value of work **at simple rate of 7% per annum**, calculated from the date of completion to last date of submission of tenders.

(d) Average annual financial turnover of the agency during the last three years, ending 31/03/2024, shall be **at least Rs. 13 Lakhs (Rupees Thirteen Lakhs only). Scanned copy of certificate from Chartered Accountant to be uploaded.** Details shall be furnished duly supported by figures in balance sheet/profit & loss account for the last 3 years duly certified by Chartered Accountant as uploaded by the applicant to Income tax department, as per proforma specified in Form – A.

**NOTE for (d):**

(i). Bidders who are Micro or Small Enterprises are exempted from points (c) & (d). Documentary proof substantiating MSE shall be submitted along with the bid. **Service providers under MSE category registered as '(712) Technical testing and analysis' or '(749) Other professional, scientific and technical activities' or '(43211) Installation of electrical wiring and fittings' or '(43219) Other electrical installation' or '(38222) Treatment, disposal and storage of radioactive nuclear waste' are only eligible for the exemption.** Manufacturers for goods and Traders as Major Activity are excluded from the purview of this exemption.

**(e) EPF/ESI Registration:**

- i. The bidder should be registered with Employees Provident Fund Organization (EPFO). He shall furnish the Certificates of Registration with EPFO. Bidder's profile shall invariably contain EPF registration number.
- ii. The bidder should be registered with Employees State Insurance Corporation (ESIC). He shall furnish the Certificates of Registration with ESIC. Bidder's profile shall invariably contain ESIC registration number.
- iii. The contractor shall give an undertaking in the attached format, for taking workman compensation policy for the subject work after the award of contract.

**NOTE – (e):**

(a) Bidders debarred for bidding in any of the DAE units are not eligible to participate in the tender.

(b) Bidders who are GST defaulters as per the GST authorities at the time of submission of the bid are not eligible for this tender. Bidders shall submit an undertaking in the format provided in this document. Any subsequent defaulting in payment of GST by the bidder, will also be scrutinized by the department, and may lead to rejection of the bid / cancellation of contract.

(c) The bidder shall provide undertaking, in the format provided in this document, to the effect that he will not allow or permit any employee to participate in any trade union activities or agitation in IGCAR / Township Premises.

(d) Joint Ventures (JV) are not permitted.

(e) Each bidder shall submit only one bid.

(f) The contractor shall be responsible for providing all statutory benefit to the personnel employed by him like minimum wages, bonus, EPF, ESI etc., as applicable and comply with all the Labour Codes, legislations and statutory conditions or any other acts dealing with minimum wages, bonus, industrial relations, and social security.

Even though the bidder satisfies the above requirements, the bidder would be liable to be disqualified / debarred if the bidder has: -

- i. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
- ii. Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.
- iii. Record of poor performance such as abandoning work, not properly completing the contract, or financial failures / weaknesses, etc.,
- iv. The Originals of the above Certificates shall be produced as and when called for. Irregularities if any observed will lead to rejection of the offer irrespective of the stage at which it is observed. Such bidders will be debarred for bidding in IGCAR as per applicable rule.
- v. Firms will be debarred for a period of two years if it is determined that the bidder has breached the code of integrity as per Rule 175 and Rule 151 of GFR 2017.
- vi. Firms will be debarred for a period of two years for any actions or omissions by the bidder for other than violation of code of integrity, for the reason like supply of sub-standard material, non-supply of material, abandonment of works, sub-standard quality of works, etc.,

#### **1.4. MANDATORY DOCUMENTS TO BE UPLOADED**

The bidders are required to provide the following information and documents with their bids. Tenders not furnishing the following information and documents are liable to be summarily rejected. **Failing to upload the documents will result in disqualification of bid.**

(a) Copies of registration certificate documents defining the constitution or legal status, place of registration and principal place of business; written power of attorney of the signatory of the bid to commit the bidder. Appropriate business licenses/registrations.

**Note: The bidder should have valid “ESB (or) EA (or) ESA License” issued by the Tamilnadu or other state Electrical Licensing Board.**

(b) If the Tenderer is a limited company or a corporation, the Tenderer should also furnish a copy of the Memorandum of Association of the Company / Corporation duly attested by a Notary Public.

(c) In the case of partnership firm, certified copy of the partnership deed duly attested by Notary Public and current and permanent address, telephone no. and mobile no. of all the partners.

(d) Power of Attorney in favour of the official of the Company signing the tender if the Tenderer is a Private or Public Limited Company.



- (e) PAN card;
- (f) GST registration certificate;
- (g) Proof of experience in similar services as asked in para. 1.3. (c);
- (h) Proof of Average annual financial turnover as asked in para. 1.3. (d);
- (i) Audited financial statements including copies of the Profit and Loss (P/L) statements along with Balance Sheet for the last three years, 2021-2022, 2022-2023, 2023-2024.
- (j) Bank Account details;
- (k) Authority to seek references from the bidder's bankers;
- (l) Copies of certificates/documents asked in para. 1.3. (e);
- (m) Information regarding any litigation, exclusion orders, expulsion or block entry, current or during the last three years, in which the Bidder is involved, the parties concerned and disputed amount.
- (n) Declaration by the bidder, Checklist and Undertakings.
- (o) Micro or Small Enterprise certificate in case of MSE.
- (p) Employees Provident Fund Organization (EPFO) and Employees State Insurance Corporation (ESIC) Certificates of Registration.

### **III. Additional instructions to bidders:**

1.5. IGCAR, Kalpakkam is located 85kms away from Chennai. The site is accessible by road from Chennai via Chengalpattu, Thirukalukundram and also via Mamallapuram by East Coast Road (ECR).

1.6. Information and Instructions for tenderers posted on website shall form of tender document.

**1.7. Those contractors not registered on the website <https://gem.gov.in>, are required to get registered for e-tendering mode. Registered contractors only can submit / upload tenders.**

1.8. Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of services carried out by them.

1.9. IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in IGCAR/GSO. The department reserves the right to verify the particulars furnished by the applicant independently.

1.10. In case of successful tenderer, the tenderer is required to deposit an amount equal to 3% of the tendered value of the contract as irrevocable performance guarantee in the form of bank guarantee from any of the scheduled bank or by demand draft from State bank of India or Canara Bank drawn in favour of **Pay & Accounts Officer, IGCAR, Kalpakkam** payable at Kalpakkam within a period of 15 days of issue of letter of intent.

The letter of award of work (GeM Contract Order) will be issued only after the above said performance guarantee in any one of the prescribed forms is received and accepted failing which the Government shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money absolutely and suitable action as deemed fit will be initiated against the bidder.

1.11. In addition to the above, the successful tenderer is required to remit security deposit amounting to 2.5% of the tendered value which shall be deducted at 2.5% of the gross amount of the bill from each running bill, till total security deposit is recovered. EMD deposited along with bid will be returned after receiving Performance Guarantee.

1.12. Tender will be kept valid for **120 (One hundred and Twenty)** days from the last date of closing of online submission of tender.

1.13. No modifications in the tender shall be allowed after opening Part –I bid.

1.14. After opening of Part-I (Technical Bid) of tender, Director, IGCAR constitute a Technical Evaluation Committee which will first verify the online credentials submitted by the bidder with respect to their eligibility for the work. Short listing of bidders shall be subject to thorough verification of bidder's credentials and inspection, if any carried out. The Part-II (Financial Bid) of the qualified tenderers shall then be opened at notified date and time. Date of opening of Part-II (Financial Bid) will be intimated to all bidders through the GeM Portal website.

Note: During technical evaluation, missing documents if any, can be asked by committee for submission.

1.15. The EMDs of the unsuccessful bidders will be returned without any interest only after publishing financial evaluation status of bidders on GeM portal.

1.16. Bidders are requested to note that, they should necessarily submit their price breakup/financial bid in the format provided and no other format is acceptable. The price breakup is given as a standard BoQ format, bidders are required to download the BoQ file, open it and complete the Yellow coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and print the same. The printed price breakup should be signed, scanned and uploaded as pdf file. If there is any difference between quoted lump sum amount and the uploaded price breakup, then the bid will be summarily rejected.

1.17. GST, Variable Dearness Allowance (VDA), Bonus and employer's contribution to EPF & ESI as per extant government orders shall be paid by the contractor which shall be reimbursed on production of documentary evidence.

1.18. Workman compensation policy as per extant government orders shall be paid by the contractor and will have to be made by the Contractor at his own cost and will not be reimbursed.

1.19. Bidders shall not be under a declaration of ineligibility for tender quoting and fraudulent practice.

1.20. If the bidder is submitting the financial bid along with technical bid, such bid will be summarily rejected.

1.21. Bids submitted with any conditions including bids with conditional rebate in price shall be summarily rejected

1.22. Information regarding litigation, exclusion orders and expulsion or block entry if any shall be furnished along with the bid.

**1.23 It is preferred that the bidder is having previous experience in carrying out electrical works in the Radiological facilities.**

1.24 Scanned copy of the following duly signed & sealed on letter head of the bidder to be uploaded at the time of submission of bid and originals shall be submitted during the period of verification of credentials. Any missing documents can be asked by the Department at technical evaluation stage and the same shall be produced by the bidder.

- i. Annexure – VI: Letter of Transmittal
- ii. Annexure – VII: Letter to Bank
- iii. Annexure – VIII: Part-A - Technical Bid
- iv. Annexure – IX: Tender Acceptance Letter
- v. Annexure – X: Undertaking by the bidder
- vi. Annexure – XI: Declaration by bidder
- vii. Annexure – XIII: Declaration by bidder to execute this work in the Radiological facilities.**

1.25. Associate Director, RpSG, RpG on behalf of President of India does not bind himself to accept the lowest or any other tender and reserves to himself the authority to reject any or all of the tenders or to allot parts of the works to different agencies without assigning any reasons there for. All tenders, in which any of the prescribed conditions is not fulfilled shall be summarily rejected.

Associate Director, RpSG, RpG, IGCAR  
For and on behalf of the President of India

**FORM 'A' : FINANCIAL INFORMATION**

(To be given on Company Letter Head)

**I. Financial Analysis** - Details to be furnished duly supported by figures in balance sheet for the last three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

Particulars	Financial Year		
	2021-22	2022-23	2023-24
i) Gross Annual turnover on works/Services. Rupees (In Lakhs)			
iii) Certified by			

Name and address of Chartered Accountant	
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**II. Financial arrangements for carrying out the proposed work.**

Viz. line of credit, Working Capital, Liquid Capital, Fixed Deposits etc. - Upload scanned copy of statement

**III. The scanned copies of following certificates are to be uploaded.**

Profit & Loss account certified by CA & as submitted to Income Tax Department.

Signature of the Bidder, with Official Seal
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Note: Further details if required may be asked from the contractor after opening of the bids. There is no need to upload the entire voluminous balance sheet.

CHECKLIST FOR THE BIDDER (Please put 'Yes/ No' in the box provided)

Sr.No.	Particular of the document to be uploaded	'Yes / No'
1.	Copy of the valid Electrical license	
2.	Copy of certificate of registration	
3.	Copy of the Memorandum of Association of the Company/Corporation (in case of limited company or a corporation)	
4.	Certified copy of the partnership deed (in the case of partnership firm)	
5.	Copy of Power of Attorney	
6.	Copy of PAN	
7.	Copies of GST Registration Certificate, EPF,ESI, Labour License	
8.	Proof of experience in similar services as asked in para. 1.3. (c) of NIT.	
9.	Proof of Average annual financial turnover as asked in para. 1.3(d) of NIT.	
10.	Bank Accounts details	
11.	Declaration by the bidder, Annexure and Undertakings	
12.	EMD placed in Separate envelope duly super scribed EMD and NIT No. and marked on the Envelop-1.	
13.	Details of Registered post <b>shall be sent by email to mail id <u><a href="mailto:jjswamidoss@igcar.gov.in">jjswamidoss@igcar.gov.in</a></u></b>	
14.	Hard Copy of MSE registration/ concerned proof of certification instead of EMD if applicable	

## **ANNEXURE II**

### **SCOPE OF WORK**

#### **2. Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam**

##### **2.1. Description of Service:**

- i. Contractor shall provide up to 7 labours per day either in Round The Clock (RTC) shifts or in general shifts including Saturdays and Sundays as per departmental requirements.
- ii. One technical operation is equal to 8 hours of surveillance of electrical system / works carried out by one skilled electrician / labour.
- iii. To carry out works in radioactive areas, the contractor has to get TLD for their labours from the Department and renew that monthly following the guidelines given by EIC.
- iv. The contractor has to get height pass for their labours from the Department following the guidelines given by EIC.
- v. The Medical fitness certificates required for TLD & height pass have to be submitted for all their labours.
- vi. While carrying out any surveillance or maintenance or installation works inside any premises the contractor shall ensure that his staff do not cause any inconvenience to the occupants and shall carry out the work with minimum noise if it is unavoidable. Any garbage, debris, dust, dirt generated during the work shall be totally removed and the area thoroughly cleaned to the satisfaction of the occupant.
- vii. The minimum wages as per column 'E' of table given in clause 5.10 (a) and increase in VDA as per the directions of Chief Labour Commissioner shall be paid to the workers by the contractor. The increase in VDA will be reimbursed by the Department.
- viii. Wage register & attendance register shall be maintained properly. Monthly salary to the labour shall be deposited in their bank account and account statement shall be submitted to the EIC before 7<sup>th</sup> of the next month.

##### **A. Security:**

A.1 The Contractor shall follow the security rules of the Department.

A.2 The contractor shall verify and ensure the credentials of the personnel employed by them that they have clean past records, and have no connection with any undesirable organization in the national interest. In case of any complaint against any contractor personnel he shall be removed from DAE Complex with immediate effect.

##### **B. Safety:**

B.1 All safety precautions shall be taken while at work.

B.2 The Contractor shall follow strictly all the safety rules/procedures/codes.

B.3 **The Contractor shall take suitable insurance policy for all Labours covering the accident benefit clause.** Such insurance policy shall be produced by the Contractor before signing the contract agreement failing which the Department is entitled to terminate the contract.

B.4 Ensure that the circuit/feeder on which the work is to be carried out is totally isolated and grounded before taking up the work.

B.5 Electrical equipment and installations shall be maintained as to prevent danger from contact with live conductors and to prevent fires originating from electrical causes like short circuits, overheating etc. Installation shall not cause any hindrance to movement of men and materials.

B.6 All the Distribution Boards, Switch Fuse units, Bus bar chambers, ducts, cubicles etc. Shall be maintained dust, vermin and water proof. The Distribution Boards, switches etc. shall be so fixed that they shall be easily accessible.

B.7 All connections to lighting fixtures, starters or other power supplies shall be maintained with PVC insulated, PVC sheathed twin/three/four core wires to have better mechanical protection for preventing possible damage to equipment or injury to personnel. Taped joints shall not be allowed and the connections may be made in looping system. Electric starter of motors, Switches shall not be maintained on wooden boards. Only sheet steel mounting or iron frame work shall be used.

B.8 All the lighting fixtures and lamp holders shall be maintained in good condition. Badly repaired or broken holders, etc. shall not be used.

B.9 Only PVC insulated and PVC sheathed wire or armoured PVC insulated and sheathed cables shall be used for external power supply connections of temporary nature. Weather proof rubber wires shall not be used for any temporary power supply connections. Taped joints in the wires shall not be used.

B.10 The bulbs/lamps used for illumination and testing purpose shall have cover or guard to protect them from accidental breakages. Only 24 V supply system shall be used for hand lamps etc, while working inside metallic tanks or conducting

B.11 All persons who work with electrical installation/equipment shall be aware of the electrical hazards, use of protective devices and safe operational procedures. They shall be given training in fire fighting, first aid and artificial resuscitation techniques.

B.12 The supervisor shall instruct the proper procedure, specify and enforce the use of necessary protective equipment such as adequately insulated pliers, screw drivers, fuse pullers, testing lamps and similar hand tools. Only wooden ladders shall be used to reach the heights in electrical work.

B.13 No material or earth work shall be allowed to be dumped below or in the vicinity of the bare overhead line conductors.

B.14 Separate work permits shall be issued for individual group leaders working on the same system which shall be returned after the completion of the work to Safety Supervisor and no system shall be energized without the clearance of Safety supervisor.

B.15 Before any maintenance work is commenced on electrical installations/equipment, the circuits shall be de-energized and ascertained to be dead by positive test with an

approved voltage testing device. Switches shall be tagged or the fuse holders withdrawn before starting the work. Adequate precautions shall be taken in two important aspects viz. "That there shall be no danger from any adjacent live parts" and "That there shall be no chances of re-energizing of the equipment's on which the persons are working"

B.16 While working on or near a circuit, whenever possible the use of one hand may be practiced even though the circuit is supposed to be dead. The other hand may preferably be kept in pocket.

B.17 When it is necessary to touch electrical equipment (for example when checking for overload of motors) back of the hand may be used. Thus, if accidental shock were to cause muscular contractions one would not 'freeze' to the conductor.

B.18 Operation of electrical equipment shall be avoided when standing on wet floor or when hands are wet.

B.19 Before blown fuses are replaced, the circuit shall be locked out and an investigation shall be made for the cause of the short circuit or overload.

B.20 When two persons are working within reach of each other, they shall never work on different phases of the supply.

B.21 When structural repairs, modification or painting work are to be undertaken, appropriate measures shall be taken for the protection of persons whose work may bring them into the proximity of live equipment/circuit.

B.22 It shall be ensured that the insulation and wire size of extension cords are adequate for the voltage and current to be carried.

B.23 While tapping electricity from the socket, plug top must be used. It shall be ensured that no extension boards are over loaded while tapping. Only standard three pin plugs shall be used for tapping electricity. Broken sockets/plugs shall be replaced immediately with good ones. Only joint free cables shall be used for connecting equipment/apparatus.

B.24 Floors shall be kept free from trailing electrical cables to avoid tripping hazard.

B.25 Power supply to all the machines and lighting fixture shall be switched off when not in use.

B.26 Temporary electrical connections shall be removed as soon as the stipulated work is over. After completion of the works, the contractor shall dismantle the distribution boards and the other facilities he may have erected.

B.27 Unauthorized tapping of power by others from distribution boards under the control of the contractor shall be prohibited at all circumstances.

B.28 No flammable materials shall be stored in any working area near the switch boards.

B.29 Safety work permits shall be used for switching off the main feeder and equipment by the contractor. "MEN ON LINE" "DO NOT SWITCH ON" "DANGER" or "CAUTION" board as applicable shall be used during maintenance works on the electrical equipment.



### **C. Tools & shoes:**

**C.1 The contractor shall provide 1 set of essential tools (Screw driver set – 1 No., Wire stripper – 2 Nos., Cutting plier - 2 Nos., Line tester - 2 Nos.), 1 No. Safety helmet, 1 pair of safety shoes and 2 sets of uniforms to each labour employed by them. No extra payment will be made for the same.**

C.2 Special tools, instruments, safety devices required for the work will be made available at site by the Department as & when required for the work.

### **D. Nature of work:**

#### **D.1 General**

D.1.1 The works mentioned below are to be carried out depending on the need of the plant as per the instructions of the EIC or their representatives.

#### **D.2 Surveillance of Battery systems.**

D.2.1 Regular checking of specific gravity, voltage, temperature of each cell in the bank.

D.2.2 Regular filling up of distilled water

D.2.3 Cleaning of battery terminals, container

D.2.4 Assisting in testing of the battery systems

#### **D.3 Surveillance of Transformers**

D.3.1 Regular checking of oil level in conservator

D.3.2 Regular checking of winding and oil temperature.

D.3.3 Regular cleaning of transformers & transformer yards.

D.3.4 Regular checking of OTI, WTI, Bucholz relay etc.

D.3.5 Checking of earth connections of the transformer

D.3.6 Cleaning of breather assembly & reconditioning of silica gel if required.

D.3.7 Assisting in testing of the transformers.

#### **D.4 Surveillance of LT or HT panels**

D.4.1 Recording meter readings and attending fuse of calls.

D.4.2 Regular inspection and checking healthiness of LT or HT panels for any abnormality.

D.4.3 Replacing the defective indications / fuses / meters / terminal blocks / cable terminations / cables as and when required.

D.4.4 Checking & tightening of all earthing connections for continuity.

D.4.5 Cleaning of LT or HT panels & the area around the panel

D.4.6 Assisting in testing of the LT or HT panels.

**D.5 Surveillance of Diesel Generator sets and its associated AMF panels**

D.5.1 Regular checking of starting batteries, coolant level, diesel level etc.

D.5.2 Checking of earth connections for continuity.

D.5.3 Cleaning of DG sets and Area around DG sets.

D.5.4 Assisting in no-load / load testing of DG sets.

**D.6 Surveillance of motors & starters**

D.6.1 Assisting in diagnostics of faults.

D.6.2 Replacement of fuses / contactors / OLR / MPR / terminal blocks / cable terminations as and when required.

D.6.3 Checking & tightening of all terminal connections.

D.6.4 Checking of earth connections & continuity at motor terminals.

D.6.5 Cleaning of all motor starters.

D.6.6 Assisting in testing of motors & motor starters

**D.7 Providing lighting & power supplies**

D.7.1 Providing temporary light fixtures as instructed by the Engineer in charge whenever required. Removing the same and shifting it to stores after the work is over.

D.7.2 Providing pedestal / wall mounting fans , removing the same and shifting to electrical stores when the work is over

D.7.3 Providing temporary or permanent three phase / single phase power supply in the site locations as required and as instructed by the EIC

D.7.4 Maintenance of lighting in various construction location and temporary power connection etc.

D.7.5 Retrofitting, replacement, and rectification of existing high bay light fixtures, flood lights, fluorescent tubes, CFLs and Incandescent lamps and its accessories.

D.7.6 Replacement of faulty switches / sockets, switch boxes in various buildings

**E. Payment terms**

E.1 The number technical operations carried out will be counted and payment to the contractor will be made after completion of every **TWO months** period.

## 2.2. Preferred Manpower schedule:

(a) The contractor shall supply the following manpower for carrying out the specific work as given below:

Sl. No.	Minimum Manpower required	Nature of Work & Minimum Eligible Qualification for the workers engaged for the work
1.	Highly Skilled (3 Nos.)	Assisting, Troubleshooting & Surveillance of electrical equipment in the active plant areas. They should have a (a) minimum educational qualification of ITI or Diploma in EEE and (b) an experience of 5 years in any plant and 1 year minimum experience in radioactive plant and (c) passed the written tests conducted by the EIC and (d) having a valid electrician license issued by any state electrical inspectorate or passed the practical tests conducted by the EIC.
2.	Skilled (4 Nos.)	Surveillance of electrical equipment, recording readings and attending fuse of calls in the active plant areas. They should have a (a) minimum educational qualification of ITI or Diploma in EEE and (b) having a minimum 1 year experience in radioactive plant and (c) passed the written tests conducted by the EIC

(b) The contractor shall ensure deployment of manpower as indicated above for the respective works. Penalty will be levied in case of non-supply of labour. Rate of penalty shall be levied as per clause 5.8 special conditions of contract.

(c) Contractor shall provide over-coats, other required protective gears and ID card to their manpower at their cost and no extra payment will be made on account of this. The contractor shall be responsible for transportation of men & materials supplied under this contract.

## 2.3. Period of contract:

(a) The contract will be for a period of 18 months from the date from which the contract is made effective.

(b) The contract may be extended for a further period of three month or part thereof on mutual consent. Such extension of contract shall be on the same terms and conditions. In case the contractor is not willing to extend the validity of the contract beyond a period of one and a half year, the contractor shall give three months' notice prior to expiry of the contract period.

## 2.4. Working hours:

Working hours will be 8 hours in Round The Clock (RTC) shift duty. Work shall not be carried out without departmental supervision and clearance.

## 2.5. Duties, responsibilities and contractual obligations of the contractor:

(a) The Contractor shall provide the services described in Clause 2.1 in accordance with the preferred manpower schedule given in clause 2.2.

(b) The contractor shall ensure that all the personnel are selected after due verification of antecedents from police authority and shall furnish Police verification certificate in original to the Engineer-in-charge, within a month of award of contract. The Police verification must be carried out by the Police under the Police Station area where the persons deployed by the contractor were continuously staying for the last two years or more.

(c) The contractor shall alone be fully responsible for safety, security and insurance or life insurance of the personnel engaged by him. IGCAR shall not be liable for any compensation in case of any fatal injury/death caused to or by any manpower while performing/discharging their duties.

(d) The contractor shall be responsible for transportation of men & materials supplied under this contract. The manpower deployed by the contractor shall at all times behave politely and in a courteous manner with the employees, students and other officials of this Department and shall not indulge in any argument or altercation.

(e) The contractor shall provide and ensure biometrics attendance system to record the daily presence of the workers. The contractor shall submit the material evidence without fail against the attendance for all the employee's engaged for this work before 7<sup>th</sup> of every month.

(f) The manpower deployed by the contractor will not be treated as DAE employees for any purpose, whatsoever, and facility / benefits applicable to DAE employees will not be extended to them. Such personnel shall have no right, whatsoever, to claim employment under the Government / Department on the ground of their service under the contract.

(g) Fitness certificate attested by medical officer has to be produced by the contractor for all manpower employed by him in order to complete the necessary formalities to work in the radioactive facility.

(h) Security regulations

The contractor must follow strictly the security regulations prevailing in at Kalpakkam plant site with respect to working hours, movement of materials and entry permits.

The security regulations in vogue are broadly as under:

(i) The contractor shall make applications to the Engineer-in-charge for issue of entry permits or photo passes for skilled laborers / regular supervisory to be deployed for the works inside the plant site. On recommendation by the Engineer- in-charge, the contractor shall collect the gate pass from the security Department.

(ii) No persons other than those holding photo passes or temporary entry permit shall be normally be permitted to the enter work site. In case, the contractor desires to bring any other personnel to the work site he shall obtain permission of Security Department well in advance through Engineer-in-charge.

(iii) All materials brought by the contractor to the work site shall have to be declared / checked at the security gate. Similarly, no materials shall be taken out from the Department premises without proper gate pass, which will be issued by the Engineer-in-charge to the contractors on written request. It is to be noted that loading of contractor's materials in vehicles and trucks shall be done in the presence of Security personal.

(iv) The contractor staff or laborers has to give his/her bio data in the standard Performa to the Department for obtaining the entry pass and normally such an entry pass will be issued only after a thorough verification of the bio-data.

(v) It will be the responsibility of the contractor to produce police clearance certificate for himself and his employees / workers before seeking permission for entry into Kalpakkam plant site.

(vi) The contractor shall employ laborers only after due verification of their credentials and track of past record.

(vii) Police verification certificate submitted with respect to an individual will be treated valid for one year from the date of issue. Original police verification certificate should be attached to the initial application for temporary identity card and in case of further renewals within three months a Xerox copy of the same can be attached.

(viii) Representatives of firms who are required to visit Kalpakkam site for supplying materials will not be issued with identity cards, they will be given temporary entry permit.

(ix) The Department will make every possible arrangement to minimize the inconvenience to the contractor from security point of view. However, the department will not entrain any compensation caused due to the stringent security rules.

(x) Contractor shall make his own arrangement for transportation of his laborers into the site and within the site.

(xi) The contractors may please note that the identify cards shall have the photos of the personnel concerned for control of entry of personnel and all similar matters. The contractor and his personnel shall abide by all security measures imposed by the Engineer in charge or his duly authorized representative from time to time.

(xii) The Contractor, his employees and agents shall not disclose to anyone except to the limited extend required for the purpose of execution of the contractor, any information or drawings, furnished, to him by the engineer. All drawings reports and other information are prepared by the Contractor / by Engineer or jointly by both for the execution of the contractor shall not be disclosed without the prior approval of the Engineer. No photographs of the works or plant within the site premises shall be taken without the prior approval of Engineer -In-Charge.

(xiii) It is to be ensured that all the employee and workers employed by the contractor are law abiding citizens, with clean record. Anti-social elements rowdies and persons with adverse police records should not be employed as far as possible on the works at Kalpakkam.

(xiv) It is to be ensured by the contractor that the correct personnel particulars and addresses of the employees and workers employed by the contractor are available with them.

## ANNEXURE III

### 3. INSTRUCTION & GUIDANCE TO TENDERER

#### 3.1. **Submission of Tender:**

(a) Tender shall be deemed to have been submitted after careful study and examination of the tender document with full understanding of its implications.

(b) Submission of a tender by a Tenderer implies that he has read and understood this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and factors having a bearing on the execution of the work.

(c) All information called for should be furnished against the relevant columns in the forms. If for any reason, information is uploaded on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or "no such case" entry should be made in that column. If any particulars/query is not applicable in case of the Tenderer, it should be stated as "not applicable". The Tenderers are cautioned that furnishing incomplete information in the tender forms or deliberately suppressing the information may result in the tender being disqualified.

(d) No additional information shall be entertained after submission of the tender unless it is called for by **Associate Director, RpSG, RpG, IGCAR**.

(e) Any information furnished by the Tenderer found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of any job/work in IGCAR.

(f) The Technical-cum-Financial Bid of the tender should be valid for a minimum period of 120 days from the date of submission of tender. Tenderer shall not be entitled to revoke or cancel the tender or to vary the tender submitted or in terms thereof during this period of One Hundred Twenty days, without the consent in writing of **Associate Director, RpSG, RpG, IGCAR**.

**3.2. Bid Opening:** In the event of the date specified for opening of bid being declared holiday, the Bid will be opened at the appointed time and location on the next working day.

#### 3.3. **Clarification of Bid:**

(a) When deemed necessary, the Department may seek clarifications on any aspect including any document from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the Tender submitted or price quoted.

(b) During the course of evaluation of the bid, in case it is found that any of the documents prescribed has not been furnished, such shortfall document will be called for and the same shall be furnished within the prescribed period.

(c) The shortfall information / documents should be sought only in case of historical documents which pre-existed at the time of the tender opening and which have not undergone change since then. So far as the submission of documents is concerned with regard to qualification criteria, after submission of the tender, only related shortfall documents should be asked for and considered. For example, if the bidder has submitted a work order without its completion/ performance certificate, the certificate can be asked for and considered. However, no new work order should be asked for so as to qualify the bidder.

**3.4. Acceptance and Rejection of Bid:** Competent Authority on behalf of President of India reserves to himself the authority to reject any or all of the tenders. Tenders, in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the Tenderer, shall be liable to be rejected.

### 3.5. Scrutiny of Bids:

Bids will be scrutinized to ascertain –

(a) That the Power of Attorney inter-alia includes a provision to bind the Bidder to settlement of disputes clause.

(b) That the bid is conforming to all the terms, conditions and specification of the Tender Document, without affecting in any substantial way the scope, quality or rendering of service.

(c) That the bid does not limit in any substantial way, the Department's rights or the bidder's obligations under the contract.

(d) That the bid does not contain any rectification that would affect unfairly the competitive position of other bidders.

### 3.6. Evaluation of Bids:

(a) **Estimated amount of tender:** The estimated amount of tender (as given below) is the sum of minimum wages for the contract workers during contract period including GST. The estimated amount is exclusive of service charges, GST for service charges, EPF, ESI, VDA and bonus:

Item No.	Item description	Quantity	Unit	Rate (Minimum wage to be paid to the worker*) in Rs.	Amount in Rs.
1	Highly Skilled - Assisting, Troubleshooting & Surveillance of electrical equipments in the radioactive plant areas.	1350	Technical Operations	1206	1628100
2	Skilled - Surveillance of electrical equipments, recording readings and attending fuse of calls in the radioactive plant areas.	1800	Technical Operations	1026	1846800
Total					3474900
Cost of labour / Basic amount (a)					3474900
GST = 18% x (a) =(b)					625482
<b>NIT Value including GST (Estimated cost) = (a)+(b)=(c)</b>					<b>4100382</b>

\* Calculated as per column 'E' of the table given in clause 5.10 (a)

The tenderer shall quote as per the format given in Annexure VIII.

### **3.7. Award of Contract:**

(a) The successful bidder will be issued with a Letter of Intent with request to deposit Performance guarantee in any form prescribed under Clause 5.2, within a period of fifteen days from the date of issue of Letter of Intent.

(b) Upon receipt of Performance guarantee a work order will be issued to the successful bidder to commence the service within a period of fifteen days from the date of issue of Work order.



## **ANNEXURE – IV**

### **4. GENERAL CONDITIONS OF THE CONTRACT**

4.1. The intending bidder and the prospective agencies shall be required to possess the following documents with them separately, which shall form part of Tender Documents for this work: -

(a) The General Terms and Conditions on GeM portal

(b) Service Level Agreement (SLA) on GeM portal for Facility Management Service – Lumpsum based.

4.2. These documents can be downloaded from the GeM website <https://gem.gov.in>.

4.3. The bidders must read the terms and conditions carefully and shall abide the terms and conditions contained therein.

4.4. The terms & conditions stipulated in SLA will supersede those in GTC and terms & conditions stipulated in this tender document (ATC) will supersede those in GTC and SLA in case of any conflicting provisions.

## ANNEXURE – V

### 5. SPECIAL CONDITIONS OF CONTRACT

#### 5.1. Earnest Money Deposit:

(a) The tender must be accompanied by the Earnest Money Deposit **Rs. 82,008/-** (Eighty Two Thousand and Eight only). EMD shall be submitted by way of Demand Draft, PO, FDR or Banker's Cheque in favour of Pay &Accounts Officer, IGCAR. Insurance Surety Bond in favour of President of India / MSE certificate will also be accepted. Cash, Cheques and Bank Guarantee for EMD will not be accepted.

(b) Small or Micro firms having valid MSE certificate and service providers exempted from EMD submission as per GeM GTC are exempted from EMD. However, they are required to furnish the MSE certificate/ proof of exemption instead of EMD. **Service providers under MSE category registered as '(712) Technical testing and analysis' or '(749) Other professional, scientific and technical activities' or '(43211) Installation of electrical wiring and fittings' or '(43219) Other electrical installation' or '(38222) Treatment, disposal and storage of radioactive nuclear waste' are only eligible for exemption.**

(c) Tenders without EMD or Tenders not accompanied by MSE certificate/ concerned proof of certification as prescribed will be rejected.

(d) EMD in respect of unsuccessful Bidders will be returned without any interest only after publishing financial evaluation status of bidders on GeM portal.

(e) EMD of the successful bidder shall be returned after receiving the Performance Guarantee.

(f) If any tenderer withdraws his tender within the validity period or makes any modification in the terms and conditions of the tender which are not acceptable to the Department, then the Government shall without prejudice to any other right or remedy be at liberty, to forfeit 50% (fifty percent) of the earnest money absolutely. Further the tenderer shall not be allowed to participate in re-tendering process of the work.

(g) If the successful bidder fails to remit the Performance Guarantee in any of the forms prescribed within a period of 15 days from the date of issue of Letter of Intent, it will be concluded that the successful bidder is not willing/unable to provide the service as per the bid submitted by him. In such case, the EMD will be forfeited without further correspondence in this regard. Further, the Tenderer shall not be allowed to participate in the retendering process.

(h) If the successful MSE bidder withdraws his tender within the validity period (or) makes any modification in the terms and conditions of the tender which are not acceptable to the Department (or) fails to remit the Performance Guarantee in any of the forms prescribed within a period of 15 days from the date of issue of Letter of Intent, it will be concluded that the successful bidder is not willing/unable to provide the service as per the bid submitted by him. In such case, the Firm will be debarred for a period of One year without further correspondence in this regard. Further, the Tenderer shall not be allowed to participate in the retendering process.

## **5.2. Performance Guarantee:**

(a) In case of successful Tenderer, the Tenderer shall deposit an amount equal to 3% (Three percent) of the work order value as irrevocable Performance Guarantee in one of the following forms within a period of 15 days from the date of issue of Letter of Intent:

- i) Demand Draft / Bankers Cheque / PO in favour of Pay & Accounts Officer, IGCAR.  
Or
- ii) Fixed Deposit Receipt (FDR) of State Bank of India/Scheduled Bank pledged in favour of Pay & Accounts Officer, IGCAR.  
Or
- iii) An irrevocable Bank Guarantee (BG) in the form prescribed by the Government from a Scheduled Bank.

(b) The Performance Guarantee shall be initially valid up to the stipulated date of completion plus 2 months beyond that. In case the time for completion of work gets enlarged, the contractor shall get the validity of performance Guarantee extended to cover such enlarged time for completion of work. After recording of the completion certificate for the work by the competent authority, the performance guarantee shall be returned to the contractor, without any interest.

(c) The GeM Contract Order will be generated only after the said Performance Guarantee in any one of the prescribed form is received and accepted.

(d) In case, the Tenderer fails to commence the operations within fifteen days from the date of issue of work order it will be concluded that the successful bidder is not willing/unable to provide the service as per the bid submitted by him. In such case, the Performance Guarantee will be forfeited without further correspondence in this regard. Further, the Tenderer shall not be allowed to participate in the retendering process.

(e) The Performance Guarantee shall be forfeited, if the contract is terminated due to failure on the part of the contractor to provide services for the entire period of the contract including period of extension, if any.

(f) The Performance Guarantee will be discharged after completion of contractor's performance obligation under the contract. No interest is payable on the Performance guarantee.

## **5.3. Security Deposit:**

(a) In addition to above, the successful tenderer is required to remit Security Deposit amount of 2.5% of the tendered value which shall be deducted at 2.5% of the gross amount of each bill, till total Security deposit is recovered.

(b) The Security Deposit shall be forfeited, if the contract is terminated due to failure on the part of the contractor to provide services for the entire period of the contract including period of extension, if any.

(c) The entire Security Deposit shall be refunded after completion of contractor's performance obligation under the contract. No Interest is payable on the Security Deposit.

#### 5.4. Rates and Charges:

(a) The tenderer shall quote only service charges as a percentage rate on the total estimated amount and it shall remain fixed throughout the contract period including period of extension, if any.

(b) Service Charges quoted as a Percentage of Estimated Cost is to be in whole numbers with two decimal points.

(c) If a tenderer quotes NIL or Zero percentage as Service Charges on estimated amount calculated for the purpose of Notice Inviting Tender or if the service charges quoted / offered in the bid is ambiguous such tender shall be treated as invalid.

**(d) Payment of Service Charge to the Contractor shall be applicable only on the cost of labour calculated as per the Minimum wages as on 01.04.2025 (mentioned in Column 'B' of the table given in clause number 5.10 (a)) and Radioactive and RTC allowances (mentioned in Column 'C' & 'D' of the table given in clause number 5.10 (a)). Though the minimum wages are revised by CLC due to increase in VDA and same being paid to the labours, the service charges are not applicable for the increase in VDA. The increase in VDA will only be reimbursed.** GST, EPF, ESI, bonus, increase in VDA etc., shall not be taken into account for the purpose of payment of service charges.

(e) The percentage rate of service charges quoted by the tenderer shall be deemed to include all incidental expenses and administrative charges incurred by him towards realizing payment of taxes, GST, EPF, ESI and all other payment to various statutory authorities related to execution of this contract, such other and charges for any minor details / items of work which are obviously and fairly intended and which may have not been included in these documents but which are essential for the execution and entire completion of the work.

(f) Any enhancement / escalation due to revision in wages / VDA and statutory payments like GST, ESI, EPF, Bonus etc., shall only be reimbursed to the contractor subject to production of proof of payment. **No claim for enhancement of the rate of quoted percentage will be entertained.**

(g) Any dispute regarding any minor details / items of work obviously and fairly intended and may have not been included in this document shall be referred to the Accepting Officer – **Associate Director, RpSG, RpG, IGCAR**. Appeal against the decision of the Accepting Officer in this regard shall be made to the Director, RpG, and the decision given by the Director, RpG shall be final and binding on both the parties.

**5.5. Validity period of rate:** The service charges quoted as a percentage rate on the total estimated amount should be firm and it shall remain fixed throughout the contract period including period of extension, if any.

#### 5.6. Price escalation

(a) The prevailing rates of minimum wages are given in Para. 5.10.

(b) During the period of contract, as and when the minimum wages for Central Government are revised by the Chief Labour Commissioner, then the rates payable for each category of manpower shall be revised to the new minimum wages. The contractor shall be liable to pay the revised minimum wages to the labourers from the date the new minimum wages becomes effective and produce proof of payment of revised minimum wages along with the monthly bill for reimbursement.

(c) Any extension of contract for a further period of three months or part thereof on mutual consent shall be on the same terms and conditions. In case the contractor is not willing to extend the validity of the contract beyond a period of one and a half year, the contractor shall give three months' notice prior to expiry of the contract period.

**5.7. Quality of work:** Engineer-In-Charge for the work shall be the final judge of the quality of the work and the satisfaction of the standards in respect thereof set forth in the contract documents. Laxity or failure to enforce compliance with the contract documents by the Engineer-in-Charge/authorized representative shall not manifest change or intent of waiver, the intention being that, notwithstanding the same, the Contractor shall be and remain responsible for complete and proper compliance with the contract documents and the specification therein. The Competent Authority has the right to prohibit the use of men/women and any tools, materials or equipment which in his opinion do not produce work or performance meeting the requirement of the Contract Documents.

#### 5.8. Penalty

(a) The Tenderer will be required to strictly adhere to the terms and conditions of the contract and provide satisfactory service, failing which competent authority shall have liberty to levy the penalty and terminate the contract as per conditions detailed in Service Level Agreement (SLA) for Facility Management Service (Lump sum based) of GeM.

(b) Competent Authority's decision in this regard shall be final and binding on the Contractor.

**5.9. Taxes and Levies:** All taxes and levies except GST shall be payable by the Tenderer and Department will not entertain any claim whatsoever in respect of the same. The Department shall not be responsible for any increase in any duties, levies, or taxes in respect thereof whatsoever during the period of contract and during the period of extension if any, and the Contractor rates and Contractor's obligation shall remain unaffected by such escalation and/or increase.

#### 5.10. Payment of wages

(a) The contractor shall be solely responsible for **payment of minimum wages calculated & mentioned in column 'E' of the below table** {i.e. the sum of the minimum wages (time to time modified & declared by the Chief Labour Commissioner (CLC), prevailing rates are mentioned in column 'B' of the below table) and Radioactive & RTC allowances (mentioned in column 'C' & 'D' of the below table)} and other statutory dues to the workers engaged by him.

Category of worker	Rates of Minimum wages w.e.f. 01-04-2025 (Zone-C) as per CLC* (Variable)	Radioactive Allowance (Fixed)	RTC Allowance (Fixed)	Minimum wage for this work for 8 Hrs duty as on 01.04.2025 in Rs.  (Calculated variable)  (Roundup to the next whole number)
(A)	(B)	(C)	(D)	(E) = (B)+(C)+(D)
Highly-skilled	893	223.25	89.30	1206
skilled	760	190.00	76.00	1026

\*The minimum wages varies time to time as notified by the CLC which are applicable to Central Government Departments as per the Code on Wages, 2019. The prevailing rate of minimum wages notified by Chief Labour Commissioner (Central), New Delhi vide Order F.No. 1/6(3)/2025-LS-II dated 28.03.2025 w.e.f. 01.4.2025 for the Schedule Employment "Construction or Maintenance of Roads or Runaways or in Building Operations" are given in Column 'B' of the above table.

(b) It is open to the contractor to pay wages more than the prescribed minimum **(Column E of the above table)** to the labours employed them. But payment of charges towards cost of labour by IGCAR to the contractor at the time of monthly bill will be restricted to the sum of the statutory minimum wage (time to time modified and declared by the CLC) and the radioactive and RTC allowances mentioned in column 'C' & 'D' of the above table.

(c) Contractor shall pay wages to his employees within 07 days of completion of each month. The payment of wages to the workers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted for this work.

(d) Contractor shall ensure that the wages paid to the contract labourers employed by him is done directly to individual labourer's bank account. Default in payment of salary/wages or other dues to staff deployed shall constitute a breach of the Contract and shall entitle the Department to terminate the Contract and forfeit security deposit.

(e) If any complaint is received from any person of the contractor regarding non-payment of wages, necessary recovery will be made from the amount due to the contractor and payment made to the labourer, without prejudice to action for termination of the contract without any notice/ clarification.

#### **5.11. Terms of Payment**

(a) The monthly bill of the contractor should be annexed with daily attendance sheet maintained by the Contractor and endorsed by Engineer-In-Charge (EIC) / Authorised representative of EIC. Payment towards executed items and claim towards employer's contribution to ESI, employer's contribution to EPF, increase in VDA and Bonus (if any) will be paid only on production of proof of payment. Claim towards GST will be paid on production of Original Tax Invoice Receipt. It is the sole responsibility of the contractor to ensure compliance.

(b) The Contractor will raise an invoice in duplicate on monthly basis in the following format. The firm shall indicate the Invoice No., Work Order No., and Title of Work, PAN No. and GST No. in the invoice and submit the same duly signed & stamped.

Monthly bill for “Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam” for the month of \_\_\_\_\_

Invoice No.		Date:		
Work Order No.				
Name of the Work				
Period of contract	From date		To date	
Extension period, if applicable	From date		To date	
PAN		GST Number		

S.No.	Item description	Total amount claimed
1.	Executed Item Description(Cost of Service- Proof of payment of current monthly wages to be attached)	
2.	Service charges @ _____ % quoted (on above 1)	
3.	GST @18% (on above 1&2)	
4.	EPF & ESI paid (proof of payment for the previous month to be attached)	
5.	VDA increase reimbursement (proof of payment to be attached)	
Total		

Signature of the Contractor  
Name and seal

(c) The contractor shall submit following documents with bill:

(i). Details of Staff engaged in the following format:

Statement of contract laborers engaged for “Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.” for the month of \_\_\_\_\_

Sl. No.	Name of the contract labourer	Details of Bank Account with A/C No., Name of the Bank, IFSC Code.	EPF Registration Number	ESI Registration Number

Signature of the Contractor

Signature of Authorized Representative

Name and seal

Name:  
Designation:

(ii). Attendance sheet in the following format duly signed by RpG, IGCAR representative:

Date	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	-
	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Name of labourer																

Signature of the Contractor

Signature of Authorized Representative

Name and seal

Name:  
Designation:

(iii). Statement of payment of wages for the month of \_\_\_\_\_

Sl. No.	Name of the contract labourer	Details of Bank Account with A/c No., Name of the Bank and IFSC Code	No. of days present	Wages paid	EPF paid	ESI paid	Total wages

Signature of the Contractor  
Name and seal

Signature of Authorized Representative  
Name:  
Designation:

(d) Income Tax, TDS as applicable will be deducted from the bill and it will not be reimbursable. No advance payment shall be paid to the Contractor under any circumstances during the tenure of this Contract.

(e) Payment of wages towards cost of labour by IGCAR to the contractor at the time of monthly bill will be restricted to the prevailing minimum wages (time to time modified and declared by the CLC) and the radioactive and RTC allowances mentioned in column 'C' & 'D' of the table given in clause 5.10 (a) even if the labour is paid higher than minimum wage by the contractor.

(f) Payment towards employer's contribution to EPF, ESI, bonus and increase in VDA will be reimbursed only on submission of documentary proof of payment. Payment of GST will be reimbursed on production of invoice receipt. Employer's Contribution of all components of EPF such as EPF (Employees' Provident Fund), EPS (Employee Pension Scheme) and EDLIS (Employees Deposit Linked Insurance Scheme) will be reimbursed to contractor on submission of documentary proof (from EPF and ESI authorities).

(g) Reimbursement of employer's contribution towards ESI, EPF and bonus shall be calculated on the basis of actual number of employees deployed which is invariable to the number of manpower specified in the schedule considering the labours deployed on weekly day of rest. Reimbursement shall be paid to contractor by the Engineer-in-Charge on satisfying himself/herself that the contractor has actually and genuinely paid for this work.



(h) The wages for workers shall be paid before 7th of every month without fail through their respective Bank Accounts under intimation to the Engineer-in-Charge. The payment of wages to the workers by the contractor should not be stopped or linked to the clearance or passing of monthly bills submitted for this work.

(i) The amount of service charge will be calculated at quoted percentage rate on total sum of cost of actual executed service operations engaged.

(j) In case of any dispute, **Associate Director, RpSG, RpG, IGCAR** reserves the sole right to decide the rate of payment to the party.

#### **5.12. Indemnification of Government**

(a) The Tenderer shall be bound to bear all the expense of defense of every suit, action or other proceedings at law that may be brought by any person for injury sustained owing to any neglect or resistance and to pay any damages and costs which may be paid to compromise any claim by any persons.

(b) The Tenderer shall indemnify and keep indemnified, the Government against all losses and claims for injuries or damages to any persons or any property whatsoever which may arise out of or in consequence of the tender and it shall be the tenderer's responsibility to make necessary arrangements in this respect at his own cost.

#### **5.13. Confidentiality:**

The Contractor shall ensure at all times that, without the consent of IGCAR in writing, not to divulge or make known any trust, accounts matter or transaction undertaken or handled by the IGCAR and also shall not disclose any information about the affairs of IGCAR/ Department. This clause however does not apply to the information, which becomes public knowledge.

#### **5.14. Corrupt Practices**

During the course of Contract, if any of Contractor's personnel or the Contractor are found to be indulging in any corrupt practices causing any loss of revenue to the Department, the Department shall be entitled to terminate the Contract forthwith duly forfeiting the Contractor's Performance Guarantee and Security Deposit without prejudice to any other right or remedy that the Department may have against the Contractor.

#### **5.15. Non-Performance of Contract**

In case of termination of the Contract by the Government due to non-execution of work/under performance or withdrawal of service by the contractor without giving a notice period of three months in advance, Performance Guarantee, Security Deposit as well as pending dues shall be forfeited and the defaulter Contractor will be black listed for a period which competent authority may deem fit.

#### **5.16. Arbitration:**

(a) All disputes and differences arising out of or in any way touching or concerning the contract whatsoever except as to any matters, the decision of which is specially provided by these conditions, shall be referred to the sole arbitration of **Associate Director, RpSG, RpG, IGCAR** or to the sole arbitration of such other person nominated by him. There shall be no objection that the arbitrator is an employee of the Government or that he had to deal with the matters to which this agreement relates and that in the course of his duties as government employee he had expressed his views on all or any of the matters on dispute or difference.

(b) Any award of the said **Associate Director, RpSG, RpG, IGCAR** or the Arbitrator appointed by him shall be final and binding on the parties to this agreement. In case of non-cooperation of either party, the Arbitrator shall adjudicate the issue ex-parte and give his award accordingly.

(c) It is the terms of the contract that in the event of the **Associate Director, RpSG, RpG, IGCAR** to whom the matter is originally referred, being transferred or has vacated his office for any reason, his successor in office shall be deemed to have been appointed the sole arbitrator in accordance with the terms of the agreement. He shall be entitled to proceed with the reference from the state at which it was left by his predecessor and the provision of this clause shall apply.

(d) In the event of the **Associate Director, RpSG, RpG, IGCAR** or the person nominated by him as an arbitrator being removed by an order of a Court the reference shall stand exhausted.

(e) The Venue of the Arbitration proceedings shall be Office of **Associate Director, RpSG, RpG, IGCAR** or such other place as the Arbitrator may decide.

(f) To all such proceedings, the provision of Indian Arbitration Act, 1949/ Arbitration & Conciliation Act, 1996, shall apply.

#### **5.17. Jurisdiction:**

In case of any dispute arising on the above Contract, the Courts in Chengalpattu / Chennai will have the sole jurisdiction to hear the case.

#### **5.18. Force Majeure:** As per GeM GTC

#### **5.19. Contract Agreement:**

A Contract Agreement has to be entered into within one month of commencement of operations. The Notice Inviting Tender and ATC as tender document Letter of Intent, Work Order (GeM Contract order), GeM GTC, GeM SLA and other relevant correspondence, with the successful bidder shall form part of the Contract Agreement (duly signed on all the pages) and deemed to be a single composite agreement/contract and are not severable.

#### **5.20. Canvassing:**

- (a) Canvassing either directly or indirectly, in connection with the Tenders is strictly prohibited.
- (b) Tenders submitted by the Contractors who resort to canvassing will be liable to rejection.
- (c) Any act on the part of the Tenderer to influence any person in the Department is liable for rejection of his Tender.

#### **5.21. If relative working in Indira Gandhi Centre for Atomic Research(IGCAR) then the contractor not allowed to tender**

(a) The contractor shall not be permitted to tender for works in the IGCAR (Responsible for award and execution of contracts) if his near relative is posted and/or working as AO/AAO (or) as an officer in any capacity in the grades of SO/C / TO/C and above in IGCAR.

(b) Bidder shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Gazetted Officer in DAE. Any breach of this condition by the contractor would render him liable to be

removed from the approved list of contractors of this Department. If, however the contractor is registered in any other department, he shall be debarred from tendering in IGCAR for any breach of this condition.

NOTE: By the term "near relatives" is meant wife, husband, parents and grandparents, children and grandchildren, brothers and sisters, uncles, aunts and cousins and their corresponding in-laws.

#### **5.22. Bidder's Obligation for engagement of Labour:**

(a) The manpower engaged by the contractor for executing jobs is purely the responsibility of the contractor and they will not have any claim/liability on IGCAR.

(b) For all intents and purposes, the contractor shall be the "Employer" within the meaning of different Labour Legislations in respect of manpower so employed and deployed in this office. The manpower deployed by the contractor in this office shall not have claims of any Master and Servant relationship nor have any principal and agent relationship with or against IGCAR/DAE.

(c) The Contractor shall obtain necessary labour license before commencement of work under this Contract.

(d) Services shall be in general shift (including Saturday and holidays as required).

(e) It will be the responsibility of the contractor to meet transportation, food, medical and any other requirements in respect of the persons deployed for this work and Department will have no liabilities in this regard.

(f) The contractor shall be solely responsible for the redressal of grievances / resolution of disputes relating to person deployed. IGCAR shall, in no way, be responsible for settlement of such issues whatsoever. IGCAR shall not be responsible for any damages, losses, claims, financial or other injury to any manpower deployed by contractor in the course of their performing the functions/duties, or for payment towards any compensation.

(g) The Contractor shall be solely responsible for any injury to or death of any third person caused due to Contractor or its staff's negligence. All liabilities arising out of accident or death shall be borne by the Contractor.

(h) The Contractor shall ensure that the personnel deployed by him are courteous with pleasant manners and should project an image of utmost discipline.

(i) The Contractor or his staff shall not accept any gratitude or reward in any shape from any employee.

(j) The integrity of the personnel engaged by the Contractor should be beyond doubt. The Contractor shall verify and establish the character and antecedents of the personnel proposed to be deployed on duty.

(k) The Contractor shall abide by and comply with all the relevant labour laws and statutory requirements and responsible to provide all the benefits to his staff thereunder.

(l) The Contractor shall employ physically and medically fit personnel above 18 years and below 60 years of age only.

(m) The remuneration including all statutory levies etc. of personnel employed for the purpose shall be borne by the Contractor. Default in payment of salary/wages or other dues to staff deployed shall constitute a breach of the Contract and shall entitle the Department to terminate the Contract and forfeit security deposit.

(n) The Contractor shall be registered with the concerned authorities of Labour Department under Contract Labour (R&A) Act, 1970 and other applicable laws and follow guidelines with respect to labour laws. The Contractor shall comply with the various Labour Laws (both Central and State Government) and all necessary arrangements for labour security, insurance etc. in respect of the personnel employed by him shall be made by him at his own cost.

(o) In case, the person employed by the successful Contractor commits any act of omission/commission that amounts to misconduct/ indiscipline/ incompetence and security risks, the successful Contractor will be liable to take appropriate action against such persons, including their removal from site of work, if required by the Department within two days of being brought to their notice.

(p) If the work of any personnel deployed is not satisfactory, the matter will be reported to the Contractor and the Contractor shall not deploy such personnel. The Contractor upon receiving a notice from this Department shall replace immediately any of its personnel who are found unacceptable to this Department because of security risks, incompetence, conflict of interest, improper conduct etc.

(q) The person deployed by the Contractor shall not have any claim or be entitled to pay, perks and other facilities admissible to regular/confirmed employees of this Department during the currency or after expiry of the contract. In case of termination of this contract on its expiry or otherwise, the persons deployed by the Contractor shall not be entitled to and will have no claim for any absorption or for any relaxation for absorption in the regular/otherwise capacity in the Department.

5.23. If as a result of post payment audit or otherwise any overpayment is detected in respect of any work done by the Contractor or alleged to have been done by the Contractor under the Contract, it shall be recovered by the Department from the Contractor.

5.24. The Contractor shall not Sub-Contract full or part of the work order without written consent of **Associate Director, RpsG, RpG, IGCAR** / Competent Authority.

5.25. In the event of any loss incurred by the Department, as a result of any lapse on the part of the Contractor which will be established after an enquiry conducted by the Department, the said loss can be claimed from the Contractor upto the value of the loss. The decision of the **Associate Director, RpsG, RpG, IGCAR** / Competent Authority will be final and binding on the Contractor.

5.26. If the Contractor is a partnership of two or more persons, all such persons shall be jointly and severally liable to the Department for the fulfillment of the terms of the Contract. Such persons shall designate one of them to act as leader with authority to sign. The partnership shall not be altered without the approval of the Department.

5.27. The Contractor shall provide the copies of relevant records during the period of Contract or otherwise even after the Contract is over whenever required by the Department.

5.28. The Contractor shall ensure full compliance with tax laws of India with regard to this Contract and shall be solely responsible for the same.

5.29. The Contractor shall submit copies of acknowledgements evidencing filing of returns every year and shall keep the Department fully indemnified against liability of tax, interest, penalty etc. of the Contractor in respect thereof, which may arise.

5.30. The Contractor shall indemnify and hold the Department harmless from and against all claims, damages, losses and expenses arising out of or resulting from the works/services under the Contract provided by the Contractor.

5.31. The contractor will be completely responsible for any damage to the property of the Department, any personal injury to the employees of the Department, or any other person(s) in the employment of the Contractor and absolve IGCAR from any claim and damages for entire period of contract.

5.32. Any liability arising out of any litigation (including those in consumer courts) due to any act of Contractor's personnel shall be directly borne by the Contractor including all expenses/fines. The concerned personnel of the contractor shall attend the court as and when required.

5.33. All the formalities, Rules and Regulations imposed by the State or Local Authority connected with execution of this work should be complied with by the contractor. The contractor shall abide by Municipal bye-laws, Rules and Regulations relating Code on Wages, 2019, and Labour Laws and also by the laws of State and Central Government, in force from time to time pertaining to his establishment including those employed by him directly. Any penalty or fine levied on account of negligence and breach of any Rules/Laws/ Regulations in force shall be borne by the contractor.

5.34. The Government will not provide any quarters or land for the accommodation of the Contractor personnel.

5.35. The personnel will abstain from taking part in any staff union and association activities or other demonstrations either by the Staff Union/Association or by the public which are detrimental to the interests of the Department.

5.36. The contractor shall be fully prepared to work at short notice in case of any emergency. In case of any emergency work after office hours and on holidays, the contractor shall be contacted over phone or in person. In such circumstance he has to mobilize men and material to render the services at the earliest (within One hour) particularly, during natural calamities like heavy rain and cyclones etc.

5.37. All the documents like GST Registration Certificates, Taxation Certificates, labour license, comprehensive insurance cover for the liabilities in case of accident, etc., shall always be available with the contractor.

**ANNEXURE – VI**

**LETTER OF TRANSMITTAL**

(To be furnished in the Tenderer's letterhead)

To,

**Associate Director, RpSG, RpG  
IGCAR, Kalpakkam  
Chengalpattu District -603102**

Sub: Notice Inviting Tender No. **IGC/RPG/ELE/T-61/2025 for Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.**

\* \* \* \* \*

Sir,

1. Having examined the details given in the notice and bid document for the above work, I/We hereby submit the relevant information.
2. I/We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
3. I/We have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
4. I/we also authorize *Associate Director, RpSG, RpG, IGCAR*, or his authorized representative to approach individuals, employers, firms and corporation to verify our competence and general reputation.
5. I/We hereby declare that I/We am/are not involved in any litigation on the date of submission of the tender.

OR

The details of litigation involving me/us are furnished below:

---

---

Date of submission:

**Enclosures:**

**Date:** .....

**(Signature of the Bidder, with Official Seal)**

**ANNEXURE –VII**  
**LETTER TO BANK**  
(To be furnished in the Tenderer's letterhead)

To,

The Manager,

\_\_\_\_\_ (Bank Name)

\_\_\_\_\_ (Branch)

Sub: Notice Inviting Tender No.

\* \* \* \* \*

Sir,

1. I/ We am/are holding account No. \_\_\_\_\_ in \_\_\_\_\_ (Bank Name) \_\_\_\_\_ (Branch) since \_\_\_\_\_.

I/We am/are participating in the tendering process for **Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.**

2. I/ We also authorize *Associate Director, RpSG, RpG, IGCAR* or his authorized representative to approach your Bank to verify our competence and general reputation and queries, if any.

**Date:** .....

**(Signature of the Bidder, with Official Seal)**

## ANNEXURE-VIII

### TECHNICAL-CUM-FINANCIAL BID

#### **PART-A : Technical Bid**

(To be furnished in the Tenderer's letterhead)

NOTICE INVITING TENDER No. **IGC/RPG/ELE/T-61/2025**

Sl. No.	Particulars to be furnished		
1.	Name of the Contractor/ Proprietor/ Authorized Signatory		
2.	Name and Address of the Organization (including landline no., email ID, Mobile No., Web-site, if any)		
3.	Type of Organization (Proprietary/ Partnership Firm/ Company)		
4.	Registration No. & Year of Registration (upload copy)		
5.	Details of Authorized person to deal with (upload copy of power of attorney, if any)	Name: Designation: E-mail ID: Website: Landline No.:	
6.	Business License of the firm issued by Municipal Corporation/State/Central. Govt. Authorities (upload copy)		
7.	Permanent Account No. (PAN) /GIR No. (upload copy)		
8.	GST Registration No. (upload copy)		
9.	Provident Fund Account No. of the firm. (upload copy)		
10.	ESI Registration No. of the firm. (upload copy)		
11.	Copy of duly audited Profit & Loss Account and Balance	Year	Copy uploaded (Yes or No)
	Sheet for three successive financial years 2021-22 & 2022-23, 2023-24	2021-22	
		2022-23	
		2023-24	
12.	Copy of Income Tax returns for three financial years 2021-22 & 2022-23, 2023-24	Year	Copy uploaded (Yes or No)
		2021-22	
		2022-23	
		2023-24	



13.	Details of having completed (i) THREE similar completed services each costing not less than the amount equal to 40% of the estimated cost put to tender; or (ii) TWO similar completed services each costing not less than the amount equal to 50% of the estimated cost put to tender; or (ii) ONE similar completed services costing not less than the amount equal to 80% of the Estimated cost during the preceding seven years ending 31 <sup>st</sup> March 2024. Contracts completed.				
Sl. No.	Name and address of the establishment	Period of contract		Value of contract	Copy uploaded (Write yes or No)
		From	To		
14.	Details of IGCAR work orders on hand (upload copies of work orders)				
Sl. No.	Name and address of the establishment	Period of contract		Value of contract	Copy uploaded (Write yes or No)
		From	To		
15.	Particulars of relatives working in IGCAR				
Sl. No.	Name of the Employee	Designation		Unit	

16.	Any other relevant information			
17.	Details of EMD			
Mode of payment	Name of the Bank Branch	Date & Place of Issue:	Amount	
			In figures	In words
18.	Details of MSME Certificate / concerned proof of certification availed for EMD Exemption:			

**Date:** .....

**(Signature of the Bidder, with Official Seal)**

**PART-B : Financial Bid for view**

Name of work: Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.

Tender No : IGC/RPG/ELE/T-61/2025

<b><u>Financial Bid</u></b>					
<b>Instructions:</b> 1) Bidders are requested to note that, they should necessarily submit their price breakup/financial bid in this format only and no other format is acceptable. This format should not be modified/replaced by the bidder. Please fill only Yellow cells, take printout, affix seal & sign, scan as PDF and upload, else the bidder is liable to be rejected for this tender. 2) Bidders are allowed to enter the Bidder Name and service charge percentage only. 3) Please refer Important note annexed herewith before quoting the rates.					
<b>Name of Contractor</b>					
<b>Item No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate Rs. P</b>	<b>Amount Rs. P</b>
1	Highly Skilled - Assisting, Troubleshooting & Surveillance of electrical equipment in the active plant areas. <b>Total No. of operation = 3 No. of persons x 450 days = 1350 technical operations</b> <b>Note:</b> 1. Estimated rate is for carrying out one technical operation. One technical operation is equal to 8 hours of work done. 2. One operation involves one or more activities within the Eight hours as per detailed scope of work. 3. Contractor shall deploy Highly Skilled personnel as per the detailed scope of work.	1350	Technical operations	1206	16,28,100
2	Skilled - Surveillance of electrical equipments, recording readings and attending fuse of calls in the active plant areas. <b>Total No. of operation = 4 No. of persons x 450 days = 1800 technical operations</b> <b>Note:</b> 1. Estimated rate is for carrying out one technical operation. One technical operation is equal to 8 hours of work done. 2. One operation involves one or more	1800	Technical operations	1026	18,46,800

	activities within the Eight hours as per detailed scope of work. 3. Contractor shall deploy Skilled personnel as per the detailed scope of work.				
	<b>Basic Amount (A)</b>				<b>34,74,900.00</b>
	<b>Service Charge percentage, (SC%)</b>				<b>%</b>
	<b>Service charge in Rs. = (A)x(SC%) = (B)</b>				<b>0.00</b>
	<b>Total (A)+(B)=(C )</b>				<b>34,74,900.00</b>
	<b>GST = (C ) x 18% = (D)</b>				<b>6,25,482.00</b>
	<b>Total Contract Value = (C ) + (D ) = (E)*</b> <b>This value is to be furnished as "Offer Price" on GeM Portal (without rounding off)</b>				<b>41,00,382.00</b>
<b>*If there is a difference between quoted lump sum amount i.e. the "Offer Price" on the GeM portal and the "Total contract value" (as calculated above) the bid will be summarily rejected.</b>					
	<b>Date:</b>  <b>Place:</b>	<b>(Signature of Contractor)</b> <b>Name of Contractor with Seal of Firm</b>			

**Important Note:-**

1. The service charge above quoted in percentage by the contractor shall take into account cost of contractor's Administrative charge, contractor's overhead charge, contractor's profit and financial charges being incurred by the contractor to carry out business etc.

2. The minimum Service Charges has been fixed as 3.85% and the tenderer shall quote equal to or more than minimum charges of 3.85% over the sub-total (A). If a tenderer quotes below the minimum fixed percentage on sub-total (A), such tender shall be treated as invalid. **i.e. If the final quoted lumpsum amount is less than Rs.42,58,246.71/- the tender shall be treated as invalid.** Also it is mandatory to fill the column meant for quoting percentage rate. If this column is left blank the tender become invalid.

3. The bidder shall quote only Service Charge in percentage rate (in figures only without including any special character such as %, etc.,) above the estimated cost taking into account of various above mentioned cost in Note 1 and 2. The decimal point of percentage quoted shall be only up to two decimal points. Up to two decimal point of percentage quoted only will be considered for evaluation of the bid and for the billing purpose.

**4. Bid is liable for rejection if:-**

- i. The contractor quotes service charge percentage less than 3.85 on the total amount of tender.
- ii. The contractor does not quote service charge, i.e. leaves the column blank
- iii. The quote is in Amount/Rupee only, instead of percentage.
- iv. If any special character (such as %, ₹, etc.,) is added with the quoted value
- v. If there is difference between quoted lump sum amount and the price breakup. Bidder should quote the same amount arrived in price breakup.**

5. In case the lowest tendered amount (estimated cost + amount worked on the basis of quoted percentage above on estimated cost of tender) of two or more bidders are same. If the multiple L1 bidders have quoted the lowest allowed price or have quoted lowest tendered amount, then lowest bidders for placement of contract will be by selection of bidder amongst the L1 bidder through a Random Algorithm executed by GeM system

6. Payment by IGCAR for one operation will be based on prevailing minimum wages and attendance of the contract workers hence the bidder need not quote for Manpower.

7. Reimbursement of employer's contribution of EPF, employer's contribution of ESI, VDA increase and bonus will be made by IGCAR on submission of documentary proof (from EPF and ESI authorities as well as documentary proof of payment of VDA & bonus to the contract workers) and reimbursement of GST will be made by IGCAR on submission of invoice receipt.

8. The Service Provider shall pay the GST and the price quoted is inclusive.

9. Income Tax, TDS as applicable will be deducted from the bill and it will not be reimbursable

**Date:**

**Place:**

**(Signature of Contractor)**  
**Name of Contractor with Seal of Firm**

**ANNEXURE – IX**  
**TENDER ACCEPTANCE LETTER**  
(To be given on Company Letter Head)

Date: \_\_\_\_\_

To,

**Associate Director, RpSG, RpG  
IGCAR, Kalpakkam  
Chengalpattu District -603102**

***Sub: Acceptance of Terms & Conditions of Tender.***

**Tender Reference No: IGC/RPG/ELE/T-61/2025**

**Name of Work: Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.**

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned Tender/Work from the web site(s) namely: <https://gem.gov.in> and [www.igcar.gov.in](http://www.igcar.gov.in) as per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that, I/We have downloaded and read the entire General Terms & Conditions (GTC) and Service Level Agreement (SLA) on GeM and I/We shall abide hereby the terms and conditions contained therein.

3. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents (including Tender documents, annexure(s), schedule(s), corrigendum(s), etc.) which will form part of the contract agreement and I/we shall abide hereby the terms/conditions/clauses contained therein.

4. The terms & conditions stipulated in SLA will supersede those in GTC and terms & conditions stipulated in this tender document (ATC) will supersede those in GTC and SLA in case of any conflicting provisions.

5. The corrigendum(s) issued from time to time by your department/ organization to have also been taken into consideration, while submitting this acceptance letter.

6. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.

7. I/We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/ Public sector undertaking.

8. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or areas on therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including actions as taken by Department.

Yours Faithfully,

**Date: .....**

**(Signature of the Bidder, with Official Seal)**

## **Annexure - X**

### **UNDERTAKING TO BE SUBMITTED BY THE BIDDER**

(To be given on Company Letter Head)

(Scanned copy of the undertaking duly signed & sealed on letter head of the bidder to be uploaded at the time of submission of bid and original shall be submitted during the period of verification of originals).

**Name of Work: Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.**

**NIT No.: IGC/RPG/ELE/T-61/2025**

I/We hereby give an undertaking that, I/we have read and I/we am/are aware of all the clauses and sub clauses of tender forms and I/we confirm that, I/we will abide by all the terms and conditions available in this tender document.

1. I/We undertake and confirm that eligible similar service(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in IGCAR/GSO in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.

2. I / We have read and examined the Notice Inviting Tender, General instruction, terms and conditions, Form of Tender & all other contents in the tender documents for the service AND ACCORDINGLY I / We, hereby tender for execution of the service specified for the President of India within the time specified in Schedule of Quantities and in accordance in all respects and instructions in writing in the general instructions terms and conditions and in respects in accordance with, such conditions so far as applicable.

3. I / We have downloaded and gone through the pre-bid clarifications issued by the Department after close of sale of tenders and submitting tender accordingly.

4. I / We have gone through the "Additional Notes" sheet of financial bid/BOQ and submitting tender accordingly.

5. I / We have understood the entire scope of work and service charges quoted accordingly. We shall carry out the service as per specifications, conditions and complete the service within stipulated time to the entire satisfaction of the Department.

6. If I/We fail to furnish the prescribed performance guarantee in the prescribed form within a period of 15 days from the date of issue of Letter of Intent, I/We agree that the said President of India or his successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely.

7. Further, if I/We fail to commence work as specified, I/We agree that President of India or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said performance guarantee absolutely.

8. Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.



9. I/We undertake to enter into a contract agreement within one month of commencement of operations. The Notice Inviting Tender, ATC as tender document Letter of Intent, Work Order (GeM Contract order), GeM GTC, GeM SLA and other relevant correspondence shall form part of the Contract Agreement(duly signed on all the pages), deemed to be a single composite agreement/contract and are not severable and will be binding on us. Until an agreement is signed and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

10. I/We \_\_\_\_\_ (Name of bidder) undertake that, we meet the mandatory Local Content (LC) requirement for qualifying as 'Class I Local Supplier' as per the PP-LC Policy, against this tender. The percentage of Local Content in the bid is \_\_\_\_\_%.

11. I/ We do hereby give an undertaking that, none of my relative (s) as defined below is / are employed in DAE as per details given in tender document. In case at any stage, it is found that the information given by me is false / incorrect, IGCAR shall have the absolute right to take any action as deemed fit without any prior intimation to me

The near relatives for this purpose are defined as: 1) Members of a Hindu undivided family. 2) They are husband and wife. 3) The one is related to the other in the manner as father, mother, son(s), son's wife (Daughter-in-law), daughter(s), daughter's husband (Son-in-law), brother(s) and brother's wife, sister(s) and sister's husband (brother-in-law)

12. Further I/ We give an undertaking that: -

a. I/We give an undertaking that, I/We do not have two or more than two, live housekeeping contracts in IGCAR, and GSO, Kalpakkam combined.

b. I/We am/are not GST defaulter(s). I/We also give undertaking that I/We will pay GST in time during the complete period of the contract.

c. I/We will take Workmen Compensation policy for my/our workmen, within 15 days of award of contract.

d. I/we will not allow or permit any employee to participate in any trade union activities or agitation in IGCAR Premises.

**Date:** .....

**(Signature of the Bidder, with Official Seal)**

**Annexure – XI**

**DECLARATION BY BIDDER TO BE SUBMITTED BY THE BIDDER**

(To be given on Company Letter Head)

(Scanned copy of the declaration duly signed & sealed on letter head of the bidder to be uploaded at the time of submission of bid and original shall be submitted during the period of verification of originals).

Name of Work: **Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.**

NIT No.: **IGC/RPG/ELE/T-61/2025**

1. This is to certify that:

a. I /We have submitted the tenders in the Proforma as downloaded directly from the websites which are same as available in the website and there is no change in the format, number of pages etc.,

b. I /We have not made any modifications / corrections / additions etc., in the tender documents downloaded from website by me / us.

c. I /We have checked that no page is missing and all pages as per the index are available and that all pages of tender document submitted by us are clear and legible.

d. I /We have submitted requisite EMD in the prescribed form.

e. In case at later stage, it is noticed that there is any difference in my/ our tender documents with the original documents, IGCAR shall have the right to cancel the tender / work, forfeit the Earnest Money, Performance Guarantee & Security Deposit, take appropriate action as per the prevailing rules in force and IGCAR shall not be bound to pay any damages to me / us on this account.

2. I/We ..... (Name of the contractor/ agency) hereby declare compliance towards all the labour codes, legislations and statutory conditions or any other acts dealing with minimum wages, bonus, industrial relations, and social security and authorise IGCAR, Department of Atomic Energy to recover any payment that arises due to failure to comply with any of the Labour Codes, legislations and statutory conditions or any other acts dealing with minimum wages, bonus, industrial relations and social security etc. and all other acts mentioned in the tender document.

**Date:** .....

**(Signature of the Bidder, with Official Seal)**

## ANNEXURE-XII

### FORM OF PERFORMANCE GUARANTEE (BANK GUARANTEE) BOND

In consideration of the President of India (hereinafter called "The Government") having agreed under the terms and conditions of Letter of Intent/Agreement No. \_\_\_\_\_ dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_ (hereinafter called as said Contractor) for the work \_\_\_\_\_ (hereinafter called "the said Letter of Intent / Agreement") having agreed to production of an irrevocable bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only, as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

2. We \_\_\_\_\_ (Indicate the name of the Bank) (hereinafter referred to as "the Bank") hereby undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only on demand by the Government.

3. We \_\_\_\_\_ (indicate the name of Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only.

4. We, the said bank, further undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the Contractor in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

5. We \_\_\_\_\_ (indicate the name of Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-charge on behalf of the Government certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor and accordingly discharges this guarantee.

6. We \_\_\_\_\_ (indicate the name of Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said Contractor and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said Contractor or by any such matter or thing whatsoever which

under the law relating to sureties would, but for this provision, have effect of so relieving us.

7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.

8. We, \_\_\_\_\_ (indicate the name of Bank) lastly undertake not to revoke this guarantee except with the previous consent of the Government in writing. This guarantee shall be valid up to \_\_\_\_\_ (date) unless extended on demand.

9. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. \_\_\_\_\_ (Rupees. \_\_\_\_\_ only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Date ..... day of ..... For ..... (Indicate name of the Bank)

## ANNEXURE – XIII

### DECLARATION BY BIDDER TO EXECUTE WORK IN RADIOLOGICAL FACILITIES

(To be given on Company Letter Head)

(Scanned copy of the declaration duly signed & sealed on letter head of the bidder to be uploaded at the time of submission of bid and original shall be submitted during the period of verification of originals).

Name of Work: **Surveillance of electrical system in RpG for the year 2025-27 at IGCAR, Kalpakkam.**

NIT No.: **IGC/RPG/ELE/T-61/2025**

1. I / we have gone through thoroughly and understood the conditions stipulated in the scope of work.
2. I / we have understood that the work includes carrying out jobs in radioactive areas.
3. I / we agree to execute the jobs in radioactive areas under Radiation Work Permit (RWP).
4. I / we understood and agree to follow the necessary procedures (such as medical test, bio-assay, whole body counting, lung counting, obtaining TLD etc.) to work in radioactive facility.
5. I / we understood and agree to undergo the radiological safety training and follow the radiological hygiene in carrying out the works.
6. I / we understood and agree to go through the height pass training after the medical test and get the height pass and agree to work at heights.
7. I / we understood and agree to follow the security norms & rules of the IGCAR.
8. I / we understood and agree to follow the safety norms given in the ATC.

**Date:** .....

**(Signature of the Bidder, with Official Seal)**