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केन्द्रीय मात्स्यकी प्रौद्योगिकी संस्थान
CENTRAL INSTITUTE OF FISHERIES TECHNOLOGY
(भारतीय कृषि अनुसन्धान परिषद)
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)
विल्लिंगडन आइलैंड, मत्स्यपुरी पी. ओ., कोच्चिन-682 029
WILLINGDON ISLAND, MATSYAPURI P.O., COCHIN-682 029

www.cift.res.in
Email: cift@ciftmail.com
ciftcdn@gmail.com



TENDER FOR

“PROVIDING SERVICES OF SKILLED WORKERS” AT ICAR-CIFT, COCHIN

Tender Reference No.: **F.No. 4-2/2021-Cdn**

(Click here to go to CPP Portal)

email: ciftcdn@gmail.com

website: www.cift.res.in

www.eprocure.gov.in

Tel: 0484-2412406/ 2412344/2412300

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NOTICE INVITING TENDER

The Director, ICAR-CIFT invites Limited e-tenders for the work “**for providing services of Skilled workers** at ICAR-CIFT, Cochin” as per BOQ and schedule of work enclosed through the website www.eprocure.gov.in from the eligible/licensed or other Government registered service providers.

Qualification: SSLC + ITI

Experience: In engineering works mainly on Welding/fitting, Refrigeration & Air conditioning mechanic.

Tender Enquiry No.: F.No.4-2/2021-Cdn	
Published Date	10.06.2022 –1430hrs
Bid submission start date	10.06.2022 –1500hrs
Bid submission end date	29.06.2022 –1400hrs
Bid opening date	30.06.2022 –1430hrs

IMPORTANT NOTES:-

1. Tender Documents can be downloaded from cift website www.cift.res.in or from Central Public Procurement Portal www.eprocure.gov.in. Bidders should enroll / register in the e-procurement module of Central Public Procurement Portal through the website: www.eprocure.gov.in. Bidders should also possess a valid DSC for online submission of bids.
2. **Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.**
3. CIFT reserves the right to accept/reject any/all tenders in part/full without assigning any reason thereof.
4. CIFT will not be responsible for any delay in enrollment/registration as bidder or submitting/uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website www.eprocure.gov.in and enroll their Digital Signature Certificate and upload their quotation well in advance.
5. Any changes / corrigendum/extension of opening date in respect of this tender shall be issued through websites only and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit our website for updates.

Place: Kochi
Date : 10.06.2022

Asst.Admn.Officer (C)
FOR DIRECTOR

INSTRUCTIONS TO THE TENDERERS

The Tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

For Online Bid Submission as per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL:<http://e-procure.gov.in/e-procure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

More information useful for submitting online bids on the CPP Portal may be obtained at www.eprocure.gov.in/eprocure/app.

For Registration

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link “Online Bidder Enrollments”. Enrolment on the CPP Portal is free of charge.
2. No extra payment shall be paid on account of any discrepancy in nomenclature of items.
3. Bidders should be registered Government Contractors.
4. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any Tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.
5. The Director, CIFT, reserves the right to reject any tender/bid wholly or partly without assigning any reason.
6. The Competent Authority in CIFT shall have the right to verify the particulars furnished by the bidder independently.
7. The work/service invited is for CIFT, Kochi and the contractor shall be responsible for dues damage during the execution of work.
8. All the tender documents & Price Bid to be uploaded as per this tender are to be digitally signed by the bidder.
9. Bidder should login to the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
10. Only bids received on CPP Portal will be considered for opening. Bids in any physical form sent through fax/email/courier/post/delivered personally will not be considered.
11. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

All the communication with respect to the tender shall be addressed to:

The Director,
Central Institute of Fisheries Technology, Willingdon Island, Matsyapuri
P.O., Kochi-682029.

Terms & Conditions

1. The Contractor should abide by the statutory provisions enacted in the labour laws for minimum wages and should fulfill all the statutory obligation under the ESI, Provident Fund rules etc. in respect of the persons deployed for the works. The Institute shall not provide/contribute towards the ESI/EPF etc.
2. The persons posted to work should attend the work between **9.00 a.m. to 5.00 p.m.** with 30 minutes lunch break in the afternoon on all working days. In emergent situation, they should also work on holidays.
3. The persons entrusted with the work should carry out the work without causing any damages to the Institute property and disturbance to the staff members. In case of any damages caused, the same will be made good from the payment due to the Contractor.
4. The service provider shall take all responsibility and obligation for providing security/insurance of the person engaged by him for the purpose at CIFT. CIFT will not be responsible for any libel/suit/litigation or otherwise/obligation/commitment/liability to any party (ies) or person(s) whatsoever.
5. The contractor/agency will be responsible for payment of the revised wages, DA, ESI, EPF contribution etc from time to time. The rates so quoted shall remain unchanged during the period of contract and will not be modified/ altered at all.
6. Any misconduct/ misbehavior on the part of manpower deployed by the agency will not be tolerated and such persons will have to be replaced immediately.
7. Changing of workers should be intimated to this Office.
8. The personnel, if not found working satisfactorily, must be replaced by the Service Provider immediately.
9. The personnel should be punctual and should complete the work assigned to them promptly and meticulously.
10. All damages caused by the personnel to the property of the office shall be recovered from the Service Provider.
11. The Contractor shall be responsible for the maintenance of all records/registers as required.
12. The workers should follow strict attendance and alternative arrangements are to be made by the Agency whenever the workers are going on leave under intimation to this Office.
13. Successful Tenderer will have to enter a detailed contract agreement with ICAR-CIFT on non-judicial stamp paper.

14. The Contractor should furnish a **Bid Security Declaration Form** as given in Annexure-III.
15. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days the offer made shall be deemed to be withdrawn without any notice.
16. GST applicable or made applicable after awarding the contract in respect of this contract shall be payable by the contractor and ICAR-CIFT will not entertain any claim whatsoever in this respect. However, the GST which is as per the rules of the Govt. shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by Government.
17. Director, CIFT reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
18. Decision of Director of this Institute shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any, on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, CIFT. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
19. Acceptance by the Institute will be communicated by FAX/ or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/ letter etc should be acted upon immediately.
20. **An amount equivalent to 3% of the total contract value has to be deposited at this office as security deposit within seven days of intimation of the award of the work.** The amount shall be refundable without any interest after 2 months of completion of the contract period.
21. **The contract can be terminated by either side on serving mutually agreed notice period of one month, without failure. However, the decision of the Director, CIFT shall prevail.**

**Asst. Administrative Officer (Cdn.)
for Director**

(To be reproduced in the Letter Head of the Company)

Bid Security Declaration Form

Tender No. _____

Date: _____

To

**The Director,
ICAR-Central Institute of Fisheries Technology,
Willingdon Island, Cochin-29.**

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity

(i) fail or refuse to execute the contract, if required, or

(ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or

(ii) ninety days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for and on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

Online Bid Submission Details

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online single cover explained below:-

<u>COVER-I</u>			
(Following documents to be provided)			
S.No.	Types	Content	
1	Document	Labour Licence as per Labour Contract Act 1970	.PDF
2	Document	Income Tax Certificate	.PDF
3	Document	Registration from EPF and ESI Authorities	.PDF
4	Document	Agencies terms & Conditions, if any.	.PDF
5	Document	GST Registration for Manpower supply	.PDF
6.	Document	Bid Security Declaration Form	.PDF
7.	Financial Bid	Price bid (BoQ) to be filled in Excel format as per Instructions given in price bid	.xls

All the documents and BOQ has to be digitally signed by the bidder.

**Asst. Admn. Officer(C)
For Director**