

THE FERTILIZER CORPORATION OF INDIA LIMITED
(A Govt. of India Undertaking)
TALCHER UNIT

Regd. Office:
7 Institutional Area
SCOPE Complex,
Core-III, Lodhi Road,
New Delhi-110003

Regd. Office:
PDIL Bhawan (5th Floor)
A-14, Sector-1, Noida-201301
Dist. GautamBudh Nagar (UP)

Please Reply with Ref.No.to:
PO: Vikrampur
Dist. Angul
Odisha
PIN: 759106

Ref No: F/D-2-GH/2015/

Dt. 29.01.2016

NOTICE INVITING TENDER

NOTICE INVITING TENDER FOR SUPPLY OF ONE COOK-CUM-CARETAKER FOR FCIL DIRECTORS BUNGLOW (D-2) AND VIKRAMPUR GUEST HOUSE FOR ONE YEAR

Sealed Tenders are invited from resourceful & experienced contractors to undertake the job stated above.

Tender papers will be issued free of cost only to those parties who will provide documentary evidence of experience of similar type of jobs executed in the past and Service Tax, A/c No., Income Tax, PAN Card No. etc. The tender documents can be had from the office of the undersigned as per details given below on any working day between 10.00 AM to 12.30 PM and again from 1.30 PM to 5.00 PM. Tender Notification can also be obtained from Central Public Procurement Portal (website www.eprocure.gov.in/epublish/app) and search ID _____.

- 1) Cost of Tender Paper : Not applicable
- 2) Earnest Money : Rs.3,300.00/- (Rupees Three thousand three hundred only)
- 3) Period of contract : One year
- 4) Date of sale of Tender Papers : 03.02.2016 to 26.02.2016
(upto 12.30 PM)
- 5) Last date of submission of Tender papers (in two bid system) : 26.02.2016 (upto 3.00 pm)
- 6) Date & Time of Opening the Tender : 26.02.2016 at 3.30 pm
(In the office of In-charge, Personnel & Finance in presence of tenderers or their authorized representatives who may like to be present.)

Note:- In case the date of opening happens to be a holiday, the tender shall be opened on the next working day at the same time.

7. **Qualifying requirements:**

- (a) Deposit of Earnest Money of Rs.3,300.00 in cash in Finance Deptt. and attach the money receipt in original or through Banker`s Cheque/Demand Draft in favour of "The Fertilizer Corporation of India Limited, Talcher Unit" drawn on State Bank of India, Talcher Fertilizer Township Branch (Code : 3312).
- (b) Copy of PAN Card / Copy of Income Tax Return, if any, submitted up-to 2013-14. **Copy of all supporting documents are to be attested by a Gazetted Officer/Notary Public.**
8. **Submission of Tender:** Sealed tenders superscribed as "Supply of one Cook-cum-Caretaker for Director's Bunglow (D-2) and Vikrampur Guest House shall be submitted in two sealed envelopes in the office of the undersigned by the due date. Top right hand corner of the first sealed envelope will have clear superscription in bold letters "**Part-I: TECHNO-COMMERCIAL BID**". In a similar manner the other sealed envelop will have the superscription "**Part- II : PRICE BID**" which will be opened subsequently in presence of the tenderers, if found technical suitable.
9. Tender paper will be rejected if the tenderer fails to produce necessary documents specified under the head "qualifying requirements" in Clause-7. Conditional tenders are liable to be rejected.
10. The FCIL, Talcher Unit reserves the right to reject any or all the tenders without assigning any reason thereof.
11. Site : Jobs are to be executed at FCIL-Talcher Unit, PO: Vikrampur-759106, Dist. Angul in the State of Odisha only.
12. In case the tender paper is not downloaded from the website then documents can be had directly from the undersigned.

For & on behalf of FCI Ltd.
(Talcher Unit)

(P.K.Behera)
Incharge, Township

THE FERTILIZER CORPORATION OF INDIA LIMITED
TALCHER UNIT

PART-I : TECHNO-COMMERCIAL BID

TERMS AND CONDITIONS OF NIT

1. **SCOPE OF WORK:** Supply of one Cook-cum-Caretaker for FCIL D-2 Bunglow and Vikrampur Guest House
2. **VALIDITY OF WORK:** The work will be initially awarded for one month and may be extended on month to month basis at the discretion of FCIL Management depending upon the performance of the contractor and requirements of FCIL. However, the rate so quoted shall be valid for one year from the date of issue of Letter of Intent/Work Order. No claim from the contractor will be entertained for any reduction/addition/omission in the scope of work should be done as per actual requirement.
3. The Successful tenderer shall have to execute an Agreement on non-judicial stamp paper of Rs.50.00 with FCI Ltd. The stamp papers shall have to be arranged by the contractor.
4. **ENGAGEMENT OF EXPERIENCED WORKERS:** The contractor shall engage experienced Semi-skilled workers etc. to achieve the desired quality of workmanship. The contractor shall employ/remove any worker as per the requirement and advise of FCIL Management.
5. The contractor shall abide by the General Directions & Conditions of Contract (GDCC) and Labour Health Regulation, which forms part of this NIT. The contractor shall abide by all Labour Laws in vogue like Contract Labour (Regulation & Abolition) Act, Employees Compensation Act, 1923, etc.
7. **PROVISION FOR EMPLOYEES COMPENSATION ACT:** The contractor shall indemnify the Principal Employer in respect of any payment made under Employees Compensation Act, 1923.
8. Besides the above, the contractor shall abide by the Central/State Government Labour Legislations & Laws/Rules from time to time.
9. That the Principal Employer can retain certain percentage of the Bill as deemed fit, for non-compliance of the provisions of Contract Labour (Regulation & Abolition) Act and other labour laws.
10. FCIL shall not provide any accommodation to the successful tenderer or for their staff.

11. **INSURANCE:** The contractor is required to take up Insurance coverage under Employees Compensation Act, 1923 in respect of contract workers engaged by him against personal injury/fatal accident or diseases arising out of and in the course of engagement. A copy of the insurance coverage done by the contractor be submitted to FCIL as soon as the job is started.

12. **DAMAGES TO PERSONS & PROPERTY:** The contractor shall take every practicable precaution not to damage or injure any property or person of the corporation including adjoining or other properties or any person. He shall (except if and so far as the specification provide otherwise) indemnify and keep indemnified the employees against all claims and injuries or damages to any person or any such property whatsoever including surface of other damage to land or crops on the site, which may arise out of or in consequence of any negligence or default on the part of the contractor or his agents, servants or representatives and against all claims, demands in respect of or in relation thereto.

13. FCIL reserves the right to terminate the contract at any time before expiry of the contract period without assigning any reason to the contractor for which no compensation will be paid.

14. The contractor shall maintain good behaviour at all times both inside the factory and inside the township and the Management reserves the right to terminate the contract or to black list the contractor in the event of any failure on this account.

15. **UNILATERAL STOPPAGE OF WORK:** The contractor shall not stop the work in case of any dispute unless the nature of dispute is such that further progress of work has been rendered impossible. Unilateral stoppage of work by the contractor shall be considered as breach of contract and the FCIL reserves the right to take such action as it may deem fit keeping its interest paramount. In the event of the contractor failing to fulfil the obligations under the contract, FCIL has the right to get the work done at the contractor`s risk and cost.

16. **MODE OF PAYMENT :**

(a) The contractor shall submit every month a bill in triplicate alongwith a check list from Personnel Department for the amount payable to him under the contract for forwarding to accounts Department for payment.

(b) The contractor shall ensure at the time of submitting the monthly bill that the workers engaged for doing his work have been fully paid and for that purpose the payment register shall be produced alongwith all other payments, such as Provident Fund etc. under Government Rules.

(c) In the event of downward revision of statutory minimum wages, the rates payable to the contractor will be suitable reduced.

17. The contractor shall submit the following statements with each monthly bills.
 - (a) Bill
 - (b) Worker payment to be made on monthly basis through bank by 7th of every month.
 - (c) Workers Attendance Register
 - (d) Check List duly certified by Personnel Depart
18. **SECURITY DEPOSIT:** Security Deposit @ 10% shall be retained from the gross value of the Bills to be refunded after six months of the satisfactory completion of contract period of the work. No interest shall be paid for the Security Deposit retained by FCIL.
19. **INCOME TAX:** Income Tax shall be recovered as per rules.
20. **PROVIDENT FUND:** Provident Fund will be deducted as per rules. However, the successful tenderer may submit the Provident Fund Code of his establishment and incorporate the names of such workers to be engaged at site.
21. **JURISDICTION OF THE COURT:** This contract will be treated to have been entered into at Talcher and all causes of action in relation to the contract will therefore be deemed to have arisen within the jurisdiction of Talcher Court./ The technical GDC except arbitration clause, if any, form part of the contract.
22. **SETTLEMENT OF DISPUTES:** Efforts should be made to settle the disputes, if any, amicably by direct negotiations with the Officer-in-Charge. In case the same is not settled, all disputes and differences whatsoever arising between the out of or relating to the constructions, meaning and operation of effect of this contract or the breach thereof shall be referred to the General Manager, FCI Ltd., Talcher Unit for arbitration and the award made in pursuance thereof shall be binding on the parties. Subject to as aforesaid, the provisions of Arbitration and Conciliation Act, 1966 or any statutory modification or re-enactment or rules made thereunder shall apply to the Arbitration Proceedings under this clause.

No objection shall be made to the appointment of the above arbitrator or the ground of any of them being an officer of the Corporation and/or had at any time dealt with the matter in dispute or difference and/or expressed any views thereon.
23. **BREACH OF NIT/CONTRACT:** In case there is any breach of NIT or contract, FCIL shall be entitled to charge the interest on the delayed payment without prejudice to FCIL`s right to terminate the contract and charge damages.

For and on behalf of
FCI Limited, Talcher Unit

(P.K.Behera)
Incharge Township
Contd..P/6

THE FERTILIZER CORPORATION OF INDIA LIMITED
TALCHER UNIT
TENDER FORM
(TO BE FILLED IN BY THE TENDERER)

PRICE BID

SCHEDULE OF WORK FOR

Supply of one Cook-cum-Caretaker for Directors Bunglow (D-2) and Vikrampur Guest House.

1. Rate per Semi Skilled Worker per day : Rs. _____

(In words _____

Signature of the Contractor

Name : _____

Address: _____

Date: _____