



भाकृअनुप -राष्ट्रीय अजैविक स्ट्रेस प्रबंधन संस्थान  
**ICAR-National Institute of Abiotic Stress Management**

(समतुल्य विश्वविद्यालय)/(Deemed to be University)

भारतीय कृषि अनुसंधान परिषद, कृषि अनुसंधान एवं शिक्षा विभाग

Indian Council of Agricultural Research, Department of Agricultural Research  
& Education

कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार

Ministry Of Agriculture & Farmers Welfare, Government of India

मालेगांव, बारामती- 413 115, पुणे, महाराष्ट्र, भारत

Malegaon, Baramati- 413 115, Pune, Maharashtra, India



F.No: NIASM/Estt/2-58-Sec/2020

Date: 22.01.2021

### Notice Inviting E-Tender

The Director, ICAR-NIASM, Baramati invites e-tenders for the “**Job/work contract of Security (Watch & Ward) Services at ICAR-NIASM Malegaon**” through the website [www.eprocure.gov.in](http://www.eprocure.gov.in) under two bid systems from reputed firms as per Schedule given below:

Tender ID	Start of Sale of Tender	Last date for submission of Tender	EMD	Opening of Technical Bid
2021_DARE_609845_1	23-Jan-2021 10:00 AM	15-Feb-2021 01:00 PM	NIL	16-Feb-2021 03:00 PM

### -ई सूचना निविदा आमंत्रण -

निदेशक, आईसीएआर-एनआईएसएम, बारामती “सुरक्षा (वॉच और वार्ड) सेवाओं का अनुबंध / कार्य अनुबंध” प्रदान करने के लिए [www.eprocure.gov.in](http://www.eprocure.gov.in) के माध्यम से प्रतिष्ठित कंपनियों से दो बोली प्रणालियों के तहत नीचे दिये गए अनुसूची के अनुसार ई-टेंडर आमंत्रित करते हैं:

निविदा सं.	निविदा की बिक्री की शुरुआत	निविदा प्रस्तुत करने की अंतिम तिथि	ईएमडी	तकनीकी बोली का उद्घाटन
2021_DARE_609845_1	23- जनवरी -2021 10.00 AM	15- फरवरी -2021 01:00 PM	NIL	16- फरवरी -2021 03:00 PM

-हस्ता-

सहा.प्रशासनिक अधिकारी

### **Important Notes:**

1. Tender Document can be downloaded from ICAR-NIASM website <http://www.niam.res.in/tenders> or from Central Public Procurement Portal [www.eprocure.gov.in](http://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](http://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/by hand etc. will be rejected.
3. ICAR-NIASM, Baramati reserves the right to accept / reject any /all tenders in part /full without assigning any reason thereof.
4. ICAR-NIASM 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](http://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 only through websites and no press notification will be issued in this regard. Bidders are therefore requested to regularly visit CPPP website and ICAR-NIASM website <http://www.niam.res.in/tenders> for updates.

### **महत्वपूर्ण सूचना:**

१. निविदा दस्तावेज आईसीएआर-एनआईएसएम वेबसाइट <http://www.niam.res.in/tenders> से या केंद्रीय सार्वजनिक खरीद पोर्टल [www.eprocure.gov.in](http://www.eprocure.gov.in) से डाउनलोड किया जा सकता है। बोलीदाताओं को वेबसाइट के माध्यम से सेंट्रल पब्लिक प्रोक्योरमेंट पोर्टल के ई-प्रोक्योरमेंट मॉड्यूल में नामांकन / पंजीकरण करना चाहिए: [www.eprocure.gov.in](http://www.eprocure.gov.in)। बोली लगाने वालों को ऑनलाइन जमा करने के लिए एक वैध डीएससी होना चाहिए।
२. ई-टेंडरिंग पोर्टल पर प्राप्त बोलियों पर ही विचार किया जाएगा। मुहरबंद कवर / ईमेल / पोस्ट / फैक्स / हाथ से आदि के माध्यम से भेजे गए किसी अन्य रूप में बोलियां अस्वीकार कर दी जाएंगी।
३. आईसीएआर-एनआईएसएम, बारामती के पास किसी भी कारण को निर्दिष्ट किए बिना किसी भी / सभी निविदाओं को स्वीकार / अस्वीकार करने का अधिकार सुरक्षित है।
४. आईसीएआर-एनआईएसएम, बोली लगाने या ई-टेंडर पोर्टल पर प्रस्ताव भेजने / अपलोड करने के रूप में नामांकन / पंजीकरण में किसी भी देरी के लिए जिम्मेदार नहीं होगा। इसलिए, बोली लगाने वालों को सलाह दी जाती है कि वे ई-टेंडरिंग वेबसाइट [www.eprocure.gov.in](http://www.eprocure.gov.in) में पंजीकरण करें और अपने डिजिटल हस्ताक्षर प्रमाणपत्र को पंजीकृत करें और अपने उद्धरण को पहले से अच्छी तरह से अपलोड करें।
५. इस निविदा के संबंध में कोई भी परिवर्तन / सुधार / उद्घाटन की तारीख केवल वेबसाइटों के माध्यम से जारी की जाएगी और इस संबंध में कोई अधिसूचना जारी नहीं की जाएगी। इसलिए बोलीदाताओं को नियमित रूप से अपडेट के लिए CPPP वेबसाइट / आईसीएआर-एनआईएसएम वेबसाइट <http://www.niam.res.in/tenders> पर जाने का अनुरोध किया जाता है।

-हस्ता-  
सहा.प्रशासनिक अधिकारी



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F.No: NIASM/Estt/2-58-Sec/2020

Date: 22.01.2021

**NOTICE INVITING ONLINE TENDER FOR THE "JOB/ WORK CONTRACT OF SECURITY (WATCH & WARD) SERVICES AT ICAR-NIASM MALEGAON" BARAMATI (MAHARASHTRA).**

1. The Director, ICAR-NIASM, Baramati invites Online bids from the reputed Companies/firms:

<b>Tender ID</b>	2021_DARE_609845_1
<b>Tender Reference No.</b>	F.No.: NIASM/2-58-Sec/2020
<b>Date of release of tender through e-procurement portal</b>	23-January-2021 Time 10:00 AM
<b>Last date &amp; time for submission of Online bid</b>	15-February-2021 Time 1:00 PM
<b>Date &amp; time for opening of online Technical Bid</b>	16-February-2021 3:00 PM
<b>Date &amp; time for opening of online Financial Bid</b>	To be notified later
<b>Address for communication</b>	The Director, ICAR- National Institute of Abiotic Stress Management, Malegaon (Kh), Baramati Pin-

- The Bidder(s) may note that ONLINE BIDS will ONLY be accepted. All the requisite supporting documents as mentioned in the online bid document along with duly signed Tender must be uploaded On-line immediately. The Bids sent through FAX, E-mail, by hand and/or by post shall not be considered and will be summarily rejected.
- The bidders may submit duly filled and completed bidding document ONLINE as per instructions contained in the bidding documents. Incomplete online bid shall be rejected.
- In case, holiday is declared by the Government on the day of opening the online bids, the online bids will be opened on the next working day at the same time. The Director, ICAR- NIASM, Baramati reserves the right to accept or reject any or all the tenders without assigning any reason(s) whatsoever.
- The detailed instruction(s) for online submission(s) of online bid(s) through e-procurement module of Central Public Procurement of NIC, the bidder(s) may visit following link:-  
<https://eprocure.gov.in/eprocure/app>

Sd/-

Assistant Administrative Officer  
(On behalf of Director, ICAR-NIASM)

## SECTION – 2

### TERMS AND CONDITIONS OF THE CONTRACT

#### General

- (1) The rate quoted should be valid for a minimum period of one year with effect from the date of finalization/award of the tender. The contract may be extended further on same terms and conditions, if agreed to by both the parties.
- (2) The Director, ICAR-NIASM reserves the right to reject any or all Tenders in whole or in part without assigning any reasons thereof. The decision of the Director, ICAR-NIASM shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
- (3) The contractor should ensure proper conduct and discipline by the Security (Watch & Ward) in the premises of the Institute.
- (4) The firm shall issue identity card to each Security (Watch & Ward) engaged for entry in ICAR-NIASM premises. The firm will also submit educational records, AADHAR CARD, PAN Card and police verification report to ICAR-NIASM.
- (5) The Contract Agreement is terminable with one month notice on either side.
- (6) The contractor shall not sublet the job/work contract under any circumstances.
- (7) The contractor or his workers shall not use the premises/facilities for any purposes other than for which the job/work contract is awarded.
- (8) (a) The contractor has to provide Security (Watch & Ward) (Approx. 25) as per the requirements of ICAR-NIASM. The No. of security personnel may vary as per requirement of ICAR-NIASM. The decision of the Director, ICAR-NIASM will be final and binding on the contractor.  
  
(b) The Minimum rate of wages for Agriculture as prescribed by Central Labour Commissioner (Central), Government of India, from time to time should be followed by the Agency/Contractor. The contractor has to pay wages to the workers by 7<sup>th</sup> of every month.  
  
(c) The Agency/Contractor shall be accountable and be held responsible in case of violation of any provision of applicable laws, rules and regulations and guidelines as are in force, amended and/or notified by the Government.  
  
(d) The Agency/Contractor has to ensure payment to workers of all statutory obligations such as Minimum Wages, EPF, ESI, Bonus, etc and claim reimbursement from ICAR-NIASM through pre-receipted bills raised on monthly basis.
- (9) The selected tenderers are required to submit the original certificates for verification

- before issue of LOI/any time during the period of contract.
- (10) The Contractor has to submit labour licence from Regional Labour Commissioner/ appropriate authority within one month after the award of contract.
- (11) The Security personnel so provided by the Agency under this contract will not have any claim for employment in NIASM/ICAR.
- (12) Payment of bill will be reimbursed on monthly basis upon submission of pre-receipted bill clearly showing the amount of EPF, ESI and service charge along with EPF, ESI challan, attendance sheet and pay roll along with copy of individual Pay slips duly verified. Payment will be made to the firm/ agency by ICAR-NIASM in the form of Cheque /e-Transfer only. It will be the responsibility of the firm to pay wages to the workers by on or before 7<sup>th</sup> of every month along with issuing Pay-slip.
- (13) The services are to be provided for 7 days x 24 hours a week. The security services is to be carried out by contractor on all days of the month (including second Saturday, all Sundays, and all holidays).
- (14) The contractor will discharge all his legal obligations in respect of the Security (Watch & Ward) to be employed/ deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Institute/Council from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of the Director, ICAR-NIASM, Baramati shall be final and binding.
- (15) TDS will be deducted from the payments due for the work done as per rule.
- (16) (a) If the tender is accepted and the work is awarded, it is incumbent on the contractor to carry out the work to the best satisfaction of the authority. If any complaint is received about any act of indiscipline and or misconduct by any worker supplied by the contractor, the worker has to be removed immediately. Further, in case of any violation of any of the terms and conditions of the contract, the contract will be cancelled and terminated without assigning any reason and notice to the contractor. The decision of the Director, ICAR-NIASM in this regard shall be final and binding on the contractor.
- (b) Any damages to institute property or thefts caused due to negligence by the worker(s) engaged by the contractor during execution of the contract, the cost is to be borne by the contractor as assessed and fixed by the Director, ICAR-NIASM, Baramati.
- (17) The Contractor must employ adult and physically fit Security (Watch & Ward) only. The selected agency shall provide the workers preferably within the age group of 18-55.
- (18) The required Security (Watch & Ward without/with arms) (qualification and experience) may be provided as per the provisions of Gazette Notification No.173 dated January 19, 2017

issued by Ministry of Labour & Employment.

- (19) Successful tenderer will have to give its acceptance of contract letter within 15 days.
- (20) Successful tender will have to enter into a detailed contract agreement with ICAR-NIASM on non-judicial stamp paper of Rs.500 (Rupees Five hundred only).
- (21) The worker(s) engaged by the contractor shall not have any claim for benefit/compensation/regularization/absorption in service at the NIASM. An Undertaking from the contractual-worker this effect shall be required to be submitted by the contractor to NIASM.
- (22) The contractor shall be responsible for the faithful compliance of the work awarded to his firm/Agency. Any breach or failure to perform the same may result in termination of the work order and forfeiture of the security deposit.
- (23) The Tenderers are expected to quote reasonable rate of service charges and if it is noticed that the rate quoted by the tenderers are unusually high or unusually low, it will be sufficient cause for rejection of their tenders without assigning any reason.
- (24) Service charge should be same for all type of categories of workers.
- (25) "NIL" Service Charges will not be considered as per guidelines of Govt. of India, Ministry of Finance, Deptt. Of Expenditure (P.P.Division) dated 28.01.2014. Service Charges is to be quoted as a fixed amount in INR including Paise for one worker in the specified category for one day. Service charges should not be quoted on percentage basis.
- (26) As and when the Minimum Wages is revised by the Government, the same will be applicable.
- (27) Service Tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and ICAR-NIASM will not entertain any claim whatsoever in this respect. However, the Service tax or any other tax which is as per the rules of the Govt. of India shall be deducted at source from monthly bills of the successful tenderer, as per rules/ instructions made applicable from time to time by government.
- (28) Successful Awardee is required to submit Performance Security of 3% of Annual contract value in the form of Demand Draft in favour of "ICAR UNIT NIASM" payable at Baramati or Bank Guarantee/ Fixed Deposit Receipt in name of "The Director, ICAR-NIASM, Baramati " or it may be deposited by eTransfer directly to the institute **Account No-30862846914, A/c Name: ICAR UNIT NIASM BARAMTI, IFSC CODE : SBIN0000321 , SBI Bhigwan Road, Baramati Branch.**
- (29) LIQUIDATED DAMAGES CLAUSE: An amount equivalent to 2 (two) days of contract amount subject to a minimum of Rs. 2,000/- will be levied as liquidated damages per day. Whenever and wherever it is found that the quality/output of work is not up to the

mark, it will be brought to the notice of the firm by ICAR-NIASM and if no action is taken within one day, liquidated damages clause will be invoked.

- (30) The Service Provider (Manpower Supply Firm) shall replace immediately any of its personnel who is found unacceptable to ICAR-NIASM because of conflict of interest, incompetence, improper conduct etc. upon receiving a notice from ICAR-NIASM . No association/trade union activities will be allowed by the manpower supplied by the agency.
- (31) The Director, ICAR-National Institute of Abiotic Stress Management (ICAR-NIASM), Baramati reserves the right to reject any or all Tenders in whole or in part without assigning any reasons thereof at its discretion, in the interest of the job/work. The decision of The Director, ICAR-NIASM, Baramati shall be final and binding on the contractor/ agency in respect of any clause covered under the Contract. The terms and conditions of the contract can be amended and modified at any time by the Director, ICAR-NIASM and the same shall be binding on the contractor.
- (32) The Firm will not charge placement charges on any other account from the manpower deployed with the ICAR-NIASM. The contract is liable to be terminated, security deposit forfeited and the Contractor/Firm will be blacklisted if, at a later stage, reports are received that the Contractor/Contracting Firm has charged the manpower on any account.

**AAO**  
**ICAR-NIASM, Baramati**

**Online Bid Submission Details****Online Bid Submission:**

The Online bids (complete in all respect) must be uploaded online in Two Covers as explained below:-

COVER - I (Following documents to be provided as PDF file)			
Sl. No.	Documents	Content	File types
1	Technical Bid	<b>Tender Document:</b> All pages should be signed and stamped	.PDF
2		Scan copy of PAN and GST Registration	.PDF
3		Registration certificate of the firm	.PDF
4		APPLICATION - TECHNICAL BID given in <b>(Schedule-I)</b>	.PDF
5		Declaration given in <b>(Schedule –II)</b>	.PDF
6		Certificate for non-black listing and satisfactory execution of contract given in <b>(Schedule –III)</b>	.PDF
7		Bid Security Declaration (In lieu of EMD): As per <b>Schedule-IV</b>	.PDF
8		Scan Copy of Balance Sheet of the firm having minimum annual turnover of Rs.1,50,00,00/-(Rs. One Crore and Fifty lakhs) during the last One year of the service contract certified by the Chartered Accountant.	.PDF
9		<b>EPF and ESI Registration No.:</b> (Please enclose a copy of EPF and ESI registration)	.PDF
10		<b>Labour License from Regional Labour Commissioner (Central):</b> To operate labour services.	.PDF
11		Solvency Certificate of not less than Rs.50.00 Lakhs from a scheduled Bank for the purpose of labour supply Bidding/ Tender. The Solvency Certificate should not be issued thirty days prior to the date of issuance of this Tender.	.PDF
12		<b>Experience Certificate:</b> (from Central Govt. ICAR organization / Quasi / State Govt. / PSU / University etc. during the last 3 yrs.	.PDF
	<b>COVER – II</b>		
1	Financial Bid	Price bid (BOQ) to be filled in Excel format <b>(Schedule –V)</b>	.XLS

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

Sd/-  
Assistant Administrative Officer



**Format for Financial Bid**

**Please submit as per BOQ in the CPP Portal**

**APPLICATION - TECHNICAL BID for “JOB/WORK CONTRACT OF SECURITY (WATCH & WARD) SERVICES AT  
ICAR-NIASM MALEGAON ” at ICAR-NIASM, Baramati**

1. Name of company/firm/service provider	.....
2. Name of Proprietor/Director	.....
3. Full Address of Registered Office	.....
	Telephone No.: Fax No.: E-Mail Address:
4. Full Address of Operating/Branch Office	..... Telephone No.: Fax No.: E-Mail Address:
5. Banker of the Service Provider  Address and Telephone Number of Banker	.....
6. PAN No  (Attach attested copy)	.....
7. GST Registration No.  (Attach attested copy)	.....
8. E.P.F. Registration No. (Attach attested copy)	.....
9. Labour License /Certificate:	
10. E.S.I. Registration No. (Attach attested copy) :	.....
11. Financial turnover of the company/firm/ service provider during the last one year	

13. Details of the major similar contracts handled by the Company/ Firm/ Service Provider during the last three years in the following format (if the space provided is insufficient, a separate sheet may be attached)

S. No.	Name of the Deptt./ Organization & Name of contract person with Phone No.	Period		No. of manpower deployed	Remarks
		From	To		
1.					
2.					
3.					

**(Authorized Signatory)**

Date:  
Place:

Name:  
Seal:

**Letter Head**

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Date : \_\_\_\_ . \_\_\_\_ .2021

**DECLARATION**

1. I,.....Son / Daughter / Wife of  
Shri..... Proprietor / Director/  
authorized signatory of the Service Provider, mentioned above, am competent to sign  
this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the tender  
and undertake to abide by them;
3. The information / documents furnished along with the above application are true and  
authentic to the best of my knowledge and belief. I / we, am/ are well aware of the  
fact that furnishing of any false information /fabricated document would lead to  
rejection of my tender at any stage besides liabilities towards prosecution under  
appropriate law.

Signature of authorized person

Date:

Full Name:

Place:

Seal:

**(Note: Date of the certificate should be between start of sale of tender to last of date of tender)**

SCHEDULE - III

**Non-Judicial Stamp paper** (worth Rs.50/- or more)

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**Non-Blacklisting Certificate**

Date : \_\_\_\_ . \_\_\_\_ .2021

It is certified that, our firm M/s\_\_\_\_\_ has not been black-listed by any Government Organization/ Institute/ Department etc. during last 5 years.

Stamp/Signature & Date

***(Note: Date of the certificate should be between start of sale of tender to last of date of tender)***

**Letter Head**

**Bid Security Declaration**

Date: \_\_\_\_ . \_\_\_\_ .2021

It is certified that, if I/ we withdraw or modify our bids during the period of validity, or if i/we are awarded the contract and i/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids/request for proposals document, i/we will be suspended for the period of 5 years from being eligible to submit Bids/ Proposals for contracts with the ICAR-NIASM.

Stamp/Signature & Date

***(Note: Date of the certificate should be between start of sale of tender to last of date of tender)***

**Proforma for Financial Bid**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Please quote Service-charge in INR including Paise (both in figures and words)</b>
1.	Service-charge* by the Tenderer for <u>one no.</u> Security (Watch & Ward with arms / Security (Watch & Ward without arms)	

\*Service charge should be same for all categories of workers.

**AUTHORISED SIGNATORY**