



भारत सरकार GOVERNMENT OF INDIA  
अंतरिक्ष विभाग DEPARTMENT OF SPACE  
द्रव नोदन प्रणाली केंद्र LIQUID PROPULSION SYSTEMS CENTRE  
तिरुवनंतपुरम THIRUVANANTHAPURAM - 695 547



**घरेलू लोक निविदा (दो भागों में)/DOMESTIC PUBLIC TENDER (TWO PART)**

भारत के राष्ट्रपति के लिए तथा उनकी ओर से प्रधान, क्रय एवं भंडार, द्रव नोदन प्रणाली केंद्र (एल पी एस सी), तिरुवनंतपुरम निविदा माँग सं. **AX05 2024039737 01** के जरिए एल पी एस सी, वलियमला के भवनों/परिसरों की सामान्य साफ-सफाई के लिए छिट-पुट कार्य आउटसोर्सिंग पैकेज के लिए एतद्वारा घरेलू लोक निविदा (दो भागों में) आमंत्रित करते हैं।

For and on behalf of the President of India, the Head Purchase & Stores, Liquid Propulsion Systems Centre (LPSC), Thiruvananthapuram hereby calls for a domestic Public tender (two part) vide **Tender enquiry no. : AX05 2024039737 01** for FOR SPORADIC WORK OUTSOURCING PACKAGE FOR GENERAL CLEANING OF BUILDINGS / PREMISES IN LPSC, VALIAMALA

उपर्युक्त निविदा के ब्यौरे अनुलग्नक के रूप में सलग्न है।

Details of tenders mentioned above are enclosed as Annexure.

इच्छुक विक्रेता अपने प्रस्ताव 10.03.2025 को 1400 बजे या इससे पहले जमा कर सकते हैं।

Interested vendors may submit their offers on or before **10.03.2025 at 14.00 hrs.**

(Sd/-)

**प्रधान, क्रय एवं भंडार/Head, Purchase & Stores**

**INSTRUCTIONS FOR TWO PART TENDERS**

1. We invite your offer duly signed, in TWO parts as follows:-

(a) PART- I : TECHNICAL & COMMERCIAL (Other than Price)

(b) PART -II : PRICE BID

**1.1 PART-I : TECHNICAL & COMMERCIAL**

1.1.1 **TECHNICAL:** The detailed Technical Specification and Commercial Terms such as delivery date, taxes, duties payable, place of delivery, payment term, validity, guarantee etc and scope of supply shall be covered in this part. Please enclose a copy of the details indicated in price quotation (**WITHOUT PRICES OR BY MASKING THE PRICE**) mainly to know the items/ specifications for which you have indicated prices in price bid. **This part should not contain prices. If Part - I contains price of any nature, the offer will be rejected summarily.** The Technical and commercial part of the offer should be kept in a sealed envelope superscribing the following details.

QUOTATION AGAINST TENDER NO AX05 2024039737 01  
DUE ON 10.03.2025 at 14.00 hrs IST  
OPENING ON 10.03.2025 at 14.30 hrs IST  
FOR SPORADIC WORK OUTSOURCING PACKAGE FOR GENERAL CLEANING OF  
BUILDINGS / PREMISES IN LPSC, VALIAMALA  
PART I - TECHNICAL & COMMERCIAL

The cover should indicate" SENDER'S" address.

**1.2. PART -II : PRICE BID**

1.2.1. This part shall contain PRICE details only.

1.2.2. The price for the item should be indicated item wise in this part. All the items/ specifications mentioned in the Technical Part should come here and prices indicated against each. The break-up for each item of supply or services should be indicated.

1.2.3. Whenever options are quoted, the same should also be indicated with quantity and unit rate separately. The prices are to be mentioned both in figures and in words. This part should also be kept in a sealed cover superscribing as follows:-

QUOTATION AGAINST TENDER NO AX05 2024039737 01  
DUE ON 10.03.2025 at 14.00 hrs IST  
FOR SPORADIC WORK OUTSOURCING PACKAGE FOR GENERAL CLEANING  
OF BUILDINGS / PREMISES IN LPSC, VALIAMALA  
PART II - PRICE BID

THE TWO SEALED COVERS PREPARED AS ABOVE SHOULD BE KEPT IN ANOTHER ENVELOPE, SEALED AND SUPERSCRIBED AS UNDER:-

"Quotation against Tender No. AX05 2024039737 01 due on 10.03.2025, 14.00 hrs IST FOR SPORADIC WORK OUTSOURCING PACKAGE FOR GENERAL CLEANING OF BUILDINGS / PREMISES IN LPSC, VALIAMALA containing TWO SEPARATE COVERS PART-1 & PART -II and addressed to:

SR.PURCHASE & STORES OFFICER  
Liquid Propulsion Systems Centre  
Valiamala (PO)  
Thriuvananthapuram- 695 547.

The cover should indicate " SENDER'S " address

Pre-bid meeting at 10.30 Hrs on 28.02.2025

For any clarification you may contact us at following phone

Telephone : 0471 256 7317

Email : pso\_3@lpsec.gov.in

Your offer should reach us on or before the due date and time i.e. 10<sup>th</sup> March 2025 at 14.00 hrs IST. *Offers received after the due date and time will not be considered.*

*Offers received through fax or email will not be considered.*

**REQUEST FOR PROPOSAL  
(RFP)**

**SPORADIC WORK OUTSOURCING PACKAGE FOR GENERAL CLEANING OF BUILDINGS /  
PREMISES IN LPSC, VALIAMALA**

**PREAMBLE:**

Liquid Propulsion Systems Centre (LPSC/ISRO) is looking for reputed companies/agencies to carry out the activities related to general cleaning of buildings / premises in LPSC Valiamala, Thiruvananthapuram.

**TERMS AND CONDITIONS**

**1. DEFINITION OF TERMINOLOGIES**

- 1.1. “**Service Receiver**” shall mean the Liquid Propulsion Systems Centre, Indian Space Research Organization (ISRO), Department of Space (DOS), Government of India, located at Valiamala - 695547, Thiruvananthapuram District, Kerala State, represented by Head, Purchase & Stores acting on behalf of the President of India.
- 1.2. “**Service Provider**” shall mean the registered firm or company of the successful Bidder chosen by the Service Receiver, undertaking and being responsible & accountable to the Service Receiver for executing the Sporadic work outsourcing package under the Work order and include legal personal representative(s)/ successor(s)/ assign(s) of the Service Provider’s firm or company.
- 1.3. “**Party**” shall mean either Service Receiver or Service Provider as applicable and “**Parties**” shall mean both.
- 1.4. “**Work Order**” shall mean the order awarded by the Service Receiver to the Service Provider for executing the Sporadic work outsourcing package as per the price, Terms & Conditions and Scope of work thereunder and become an agreement upon acceptance by the Service Provider.
- 1.5. “**Sporadic work outsourcing package**” shall mean the services to be rendered by the Service Provider as defined in the Work Order.
- 1.6. “**Focal Point**” shall mean the designated official of the Service Receiver from the user Entity/Group/Division/Section to coordinate with Supervisor of the Service Provider.
- 1.7. “**Supervisor**” shall mean the identified qualified person of the Service Provider who will be responsible for arranging the resources necessary to execute the Sporadic work outsourcing package and coordinating with the Focal point for day to day activities.

**2. SCOPE OF WORK**

- 2.1 The scope of work under this Sporadic work outsourcing package is as defined in Annexure - 2. This is a “**Work Package**” intended for general cleaning of buildings / premises in LPSC Valiamala, Thiruvananthapuram. The detailed work content for this “**Work Package**” is mentioned at **Annexure –2** and this includes the scope of work, category of workforce and the minimum number required to execute the work.

- 2.2 The Service Provider shall ensure that the work assigned to them is completed within the prescribed time-frame under their supervision.
- 2.3 The requirement of the quantity of service mentioned in the Work order may vary and is subject to change based on actual requirements of the Service Receiver. The Service Provider shall complete any additional requirement as required by the Service Receiver by engaging additional human resources, if any, required.
- 2.4 The requirement of resources shall be sporadic/occasional/intermittent against actual need and the existence of the Work order does not ipso-facto confer any right on the Service Provider to demand engagement of resources continuously.
- 2.5 No guarantee shall be given as to the definite quantity of work which shall be entrusted to the Service Provider at any time during the validity period of the Work order. The requirement of resources purely depends on the activities of the Service Receiver. The mere mention of the quantity of resources in the Work order does not by itself confer any right on the Service Provider to demand that the work relating to or any item thereof should necessarily or exclusively be entrusted to the Service Provider and in no way shall restrain the Service Receiver from demanding the requirement of additional resources to the work and any part thereof.
- 2.6 Working Schedule: The normal working schedule shall be 8 hours per day (including dining break of 1/2 hour) i.e; 0830 Hrs. to 1630 Hrs. and 22 days per month (Monday to Friday).

3. **PERIOD OF WORK PACKAGE**

- 3.1 The Work package is for a period of 24 months from the date of award.
- 3.2 The Service Receiver exclusively reserves the right to extend the same for further period(s) on mutual agreement.
- 3.3 Under normal circumstances, termination or short-closing of the Work order for this work package is not foreseen. However, in case of repeated non-fulfillment of the obligations, owing to deficiency of service, breach of terms & conditions, etc., the Service Receiver shall reserve the right to terminate the Work order for this work package wholly or partly or short-close the same by giving one-month notice in writing without any/having no financial obligation on either side. The Service Receiver also reserves the right to cancel the Work order for this work package in public interest without assigning any reason upon the direction of the Focal Point as he/she deems it required.

4. **SUBMISSION OF TENDER:**

Tender documents are to be submitted in two parts ie. Techno-Commercial Bid & Price bid.

#### 4.1 **TECHNO-COMMERCIAL BID REQUIREMENTS ( Part I)**

##### **4.1.1 Mandatory requirements**

The service provider shall fulfill the following requirements to be eligible for opening the price bid.

- a. Should be a Registered Firm and not an individual.
- b. Should have valid registration certificate issued by any Government Agency. The Bye-Law/Registration Certificate should permit undertaking the proposed work.
- c. Should have Registration with Labour Department, EPF Organisation and ESI Corporation.
- d. Should have Income Tax (PAN) and GST Registration.
- e. Should have minimum two years experience in supporting similar activities in private, public sector, Central Government or State Government, by providing minimum 30 employees with qualification mentioned in this tender in single contract of continuous period of minimum one year, executed within 5 years from the date of submission of tender. **Work completion report/necessary documentary proof showing satisfactory completion of the same shall be submitted during Bidding.**
- f. If bidders are falling under the category of MSE vendors and registered with NSIC, copy of such valid license should be enclosed. Else those offers will not be considered for relaxation as per Public Procurement Policy (PPP)
- g. **Profit for the financial years 2022-'23 & 2023-'24**
  - If the party's financial statement is showing no loss for the previous financial years 2022-'23 and 2023-'24, the party will be considered, otherwise party will be rejected.

Parties need to submit the following for this evaluation,

- Copy of income tax return filed for the year 2022-'23 & 2023-'24.
- Profit and loss statement for 2022-'23 and 2023-'24 certified by Chartered Accountant.
- Cash flow statement for 2022-'23 and 2023-'24 certified by Chartered Accountant.

##### **4.1.2. Mandatory Documents:**

The following documents shall be submitted by the Service Provider along with documentary proof (wherever required): without which the expression of interest will not be considered.

No.	Details	Annexure
a.	The details of Service provider's establishment in their letter head	A
b.	Declaration form	B

c.	Declaration with respect to court cases, if any pending or being contemplated against the Service Provider	C
d.	Copy of income tax return for two financial years 2021-22 & 2022-23	
e.	"Near Relative" Certification declaration in the format in line with section 1.a	D
f.	Compliance Statement	G
g.	Tender Document (Techno-Commercial Bid)	E

a. Near Relative:

The Service Provider shall furnish a Declaration (Annexure D) of the details of "Near Relative" of the Service Provider (of the owner, partner, member of board or directors, members of governing body, or similar authorised bodies responsible to perform the management functions of the service provider's firm) who is/are working/employed in LPSC, VSSC & IISU (Centres of ISRO located at Thiruvananthapuram) and any other ISRO centre/Unit.

The Near Relative(s) means:

- i. Spouse
- ii. The one is related to the other in a manner as father, mother, son(s) & son's wife (daughter-in-law), daughter's husband (son-in-law), brother(s) and brother's wife, sister, sister-in-law, sister's husband (brother-in-law) in relation to the Partner/Share holders/Directors/Executives/Office bearers of the Service Provider.

**Note : Submission of forged documents:**

If the prospective Service Providers submit any forged or false documents along with Expression of Interest (EoI), such EoI's will be summarily rejected and such service providers will be blacklisted for all future requirements.

Annexure E also shall be provided along with techno-commercial bid.

**4.1.3 Short listing of parties based on Techno-commercial offer for opening the price bid.**

The service provider will be shortlisted for opening the price bid based on the following;

- i. The compliance of all techno-commercial requirements as per para 4.1
- ii. Complying with all the terms and conditions as detailed in this tender.
- iii. Evaluation by an appropriate committee of the service receiver.

In the absence of non-availability of any of the above details, price bid will not be considered and no clarification will be sought for by the Servicer Receiver in this regard.



- 4.3 **PRE-BID MEETING:** A pre-bid meeting is scheduled to be held at LPSC Valiamala by inviting the parties who are interested to participate in the two-part tender for giving them an overall idea about the details of activities. This is to enable the parties to understand the complexity of work involved in operation and maintenance activities of the facilities thoroughly before submitting their price bid. Bidders interested to participate in the pre-bid meeting may register their name. Please note that the bids from the parties who do not participate in the Pre-bid meeting will be summarily rejected. All bidders shall participate in pre-bid meeting compulsorily and the tenders submitted by those bidders who have not participated in pre-bid meeting will not be considered and summarily rejected. Those who are interested in participating the meeting may contact PURCHASE & STORES OFFICER (Phone: 0471-256-7317) for arranging entry pass accordingly or for meeting through online platform. Pre-bid meeting at 10.30am on 28.02.2025. Please register for pre-bid meeting by email to [ps0\\_3@lpsc.gov.in](mailto:ps0_3@lpsc.gov.in) on or before 27.02.2025 at 16.00Hrs.

**5. PRICE BID REQUIREMENTS. ( Part II)**

- 5.1 The prices for various items of the work outsourcing package shall be given as per Annexure – F. The payment shall be made for the actual quantity of work done in Square meter by the Service Provider as certified by the Service Receiver.
- 5.2 The work unit prices mentioned in the Work order shall be FIRM AND FIXED during the validity period of the Work order, except for the Price variation as per Section 7 below. The Service Provider shall pay remuneration to the human resources as per the extant orders mentioned in Section 5.3 issued from time to time during the validity period of the Work Order.
- 5.3 The Minimum rate of wages (i.e. Basic rate of wage + Variable Dearness Allowance (VDA) payable by the Service Provider to the human resources falling under the category of “Workers (Unskilled/Semi-skilled/Skilled/Highly skilled)” shall be in compliance with Minimum Wages Act 1948 also based on the extant Order issued from time to time by Chief Labour Commissioner, Ministry of Labour & Employment, Government of India (corresponding to “Industrial workers” employed in “Sweeping and Cleaning....” in Area B.). LPSC, Valiamala comes under Area B. Latest office order from Chief Labour Commissioner with effect from 01/10/2024 shall be taken as reference.
- 5.4 The cost to be quoted in price bid (Annexure F) under the Sporadic work outsourcing package shall be inclusive of the following components:
- a. Minimum rate of wage as per Section 5.3 above.
  - b. Employer’s contribution to Employees Provident Fund (EPF) @ 12 % of (a) with upper ceiling as INR 15000/- ie, if (a) exceeds INR 15,000/-, 12 % of INR 15,000 only shall be accounted towards Employer’s contribution.
  - c. Employees Deposit linked Insurance (EOLI) @ 0.5% of (a) with upper ceiling as INR 15,000/- ie, if (a) exceeds INR 15,000/-, 0.5 % of INR 15,000/- only shall be accounted.

- d. ADM charges (PF) @0.5 % of (a) with upper ceiling as INR 15,000/- ie, if (a) exceeds INR 15,000/-, 0.5 % of INR 15,000/- only shall be accounted.
- e. Employer's contribution to Employees State Insurance (ESI) 3.25% of (a). Rounded up cost shall be taken on monthly contribution. This is applicable for employees having basic pay +VDA less than INR 21,000/- per month. Others shall be provided with medi-claim insurance (medical insurance) with INR 2,00,000/- coverage. The cost towards premium shall be reimbursed by Department on production of documentary evidence.
- f. Cost towards bonus 8.33 % of (basic pay + VDA) per person shall be considered.
- g. Service charge: Service charge shall include profit and any other incidental expenditure necessary to fulfill the contractual obligations. Minimum service charge percentage accounted shall be as per OM#F.6/1/2023-PPD dated 6/1/2013 & 23/6/2023 by Procurement Policy Division, DoE, MoF.
- h. Income Tax Deducted at Source (TDS) as per para 10.2 below (2 percentage)

**The following shall be re-imbursed by the Department and hence need not be quoted in price bid.**

- 1. Cost towards premium for medical insurance policy (INR 2 lakh) in case ESI is not applicable.
- 2. Cost towards premium for All Risk Insurance policy as per para 10.24.
- 3. Cost towards uniform to a maximum of INR 6500/- per person for two years on documentary proof.

**6. EVALUATION OF PRICE BID (Part III)**

Service Provider has to submit Price bid as per Annexure-F.

- a) The price bid of all the bidders, who is meeting all the techno-commercial aspects in technical bids, will be opened. The price bid will be evaluated again for minimum viable unit cost as given below.
- b) The "Minimum Viable unit cost", which is a Bid eligibility criterion, shall comprise the elements mentioned at "a" to "h" of para 8.4.
- c) If, on evaluation of the Bid on the basis of the aforesaid criteria, it is observed that the Bidder may not be able to sustain the Work order based on assessment of minimum viable unit cost, such Bids will be deemed having "Nil consideration" and invalid.
- d) If cost quoted by many service providers are coming as L1, the work contract will be awarded preferably to a maximum of two service providers based on maximum scores obtained as per the criteria given below.

● **MSME/MSE criteria:**

If the party has registered as MSME/MSE in the same category (NIC) related to works defined in this tender, party will be awarded a score of 50. If only

MSME/MSE certificate and the registrations is not in the same category (NIC), The party will be awarded a score of 25. If the party is not MSME, score will be zero.

● **Experience:**

- If the party is having experience in similar scope of work for minimum 2 years in one contract with same or more total manpower as in the work package mentioned in this tender. The party will be awarded a score of 20.
- If the party is having minimum two years experience in similar work in one contract with minimum 50% of total manpower of work package mentioned in this tender, the party will be awarded a score of 15.
- If the party is having less than two years experience in similar scope of work in one contract and same or more manpower, the party will be awarded a score of 10.
- If the party is having less than two years experience and minimum 50% of total manpower as mentioned in the work package. The party will be awarded a score of 5
- If the party is not having any experience in similar scope of work and less than 50% total manpower than that is mentioned in the work package in one order. , the party will be awarded a score of zero.

**Note:**

- Department will be checking satisfactory performance with the customer for ensuring the experience.
- Experience shall be in Government Departments/Public sectors/Space/Defence establishments. The contracts from the year 2020 only will be considered.
- Parties need to submit the relevant purchase order copies for this evaluation. Parties not submitting the relevant purchase orders will be awarded a score of zero.

**7. PRICE VARIATION**

- 7.1 Extra cost towards meeting the wage revision applicable to the employees coming under worker category alone will be paid by Department based on Office Order released by Chief Labour Commissioner, Ministry of Labour & Employment, Government of India, from time to time. Accordingly, unit cost for the work handled by these categories will be revised.
- 7.2. This Price variation provision shall be applicable from the beginning of the Work order execution. There shall be neither lower nor upper limit in the resultant price increase due to this provision.

**8. SECURITY DEPOSIT**

- 8.1. The Service Provider shall guarantee faithful execution of the Work order in accordance with the terms and conditions specified. As a performance security, the Service

Provider shall furnish Security Deposit for 3% of the Annual Work order price in the form of Demand draft/Fixed deposit receipt/banker's cheque/bank guarantee issued by a Nationalized/ Scheduled Bank approved by Reserve Bank of India valid till expiry of the Work order with additional claim period of 6 months. The Security deposit shall not carry any interest and shall be returned on completion of all the contractual obligations. The Security deposit has to be executed within 15 days from the date of Work order in the prescribed format.

- 8.2 Central Public Sector undertakings/Central public sector enterprises/Central autonomous bodies are allowed to submit Indemnity bond, in lieu of Demand Draft/Fixed Deposit/Banker's cheque/Bank Guarantee, for Security Deposit.
- 8.3 Medium, Small & Micro Enterprises (MSEs) and Startup companies are also required to submit Security Deposit in the form of Demand Draft/Fixed Deposit receipt/banker's cheque/Bank Guarantee.
- 8.4 In case of breach of any of the terms and conditions under the Work order, the Service Provider shall forfeit the Security Deposit to the Service Receiver. In addition, the Work order is also liable to be terminated and any amount due to the Service Provider against any other Work order from the Service Receiver is also liable to be appropriated.

## **9. PAYMENT TERM**

- 9.1 The Service Receiver shall make payment on monthly pro-rata basis only for the actual quantity of service rendered in the preceding month. The Service Provider shall submit the bill duly certified by the Focal Point to the Service Receiver's Accounts Officer.
- 9.2 The Service Receiver shall deduct Income Tax at source as applicable as per Section 194C of income Tax Act 1961 and upload the "Tax Deducted at Source (TDS)" details in the Income Tax Department's online portal.
- 9.3 Mode of Payment: The Service Receiver shall make payment through online money transfer system to the Service Provider's Bank account.

## **10. LEGAL TERMS**

- 10.1 The Service Provider shall abide by the laws of the land including Contract Labour (Regulation & Abolition) Act, Employees Provident Fund (EPF) Act, Employees State Insurance (ESI) Act, Minimum Wages Act, Equal Remuneration Act, Employees Compensation Act, Payment of Wages Act, Income tax Act, Goods & Service Tax Act or any new regulation/ legislation enacted in this regard as per the extant orders. The Service Receiver shall in no way be responsible for any default regarding statutory obligation. The Service Provider shall ensure compliance with the aforesaid provisions at all times during the validity period of the Work order.

- 10.2 Employees' and Employer's contributions to EPF shall be applicable for all the human resources irrespective of their basic rate of wage +DA. For this purpose, all the human resources shall be members of EPF scheme.
- 10.3 Employees' and Employer's contributions to ESI shall be applicable for those human resources whose basic rate of wage + VDA upto INR 21,000 per month or such amount as may be notified by the competent authority from time to time. For all others, medical insurance policy to be ensured.
- 10.4 The Service Provider shall discharge all the legal obligations in respect of the human resources deployed by them for execution of the work in terms of their remuneration and service conditions and shall also comply with all the rules & regulations and provisions of the law in force that may be applicable to them from time to time. The Service Provider shall indemnify and keep indemnified the Service Receiver from any claim, loss or damage that may be caused to it on account of any failure to comply with the obligation continuance in force of existing laws. In case of any dispute, the decision of the Service Receiver shall be final and binding on the Service Provider.
- 10.5 The Service Provider shall also be liable for the remittance of all taxes, levies, cess, etc on account of service rendered by them from time to time.
- 10.6 In case the Service Provider fails to comply with any statutory/ taxation liability under the appropriate law and, as a result, if the Service Receiver is put under any loss/obligation, monetary or otherwise, the Service Receiver shall be entitled to get themselves reimbursed either out of the outstanding bills against any of the Purchase order/Work order/Contract or from the Security deposit to the extent of the loss or obligation in monetary terms.
- 10.7 The timely payment of remuneration to the human resources, remittance of contributions to EPF and ESI/medical insurance shall be the sole responsibility of the Service Provider. For any default with regard to statutory obligation, the Service Provider shall be solely responsible. Service Provider shall issue signed wage slip on their letter head to work force covering all details.
- 10.8 The Service Provider shall pay remuneration to the human resources through their respective Bank accounts only. The Service Provider shall be responsible to maintain relevant documents pertaining to attendance, acknowledgement of remuneration paid to human resources, contributions paid to EPF, ESI, group insurance, medical insurance, etc as may be the case. The Service Receiver shall have the right to inspect these records at any time and take necessary penal action for non-compliance with these provisions, if any. The Service Receiver shall also have the right to verify the remittance of contributions to EPF,ESI, etc. from the online portal of the respective agencies. In this regard, the Service Provider shall be obliged to share the relevant reference/identity details of themselves as well as the beneficiaries/ human resources (Universal Account Number i.e. UAN) with the Service Receiver.

- 10.9 In case the Service Provider fails to pay remuneration to the human resources within reasonable period (last day of the succeeding month), the Service Receiver shall have the right, at their own discretion, to pay remuneration to the human resources directly and recover the expenditure so incurred from the payment due to the Service Provider or Security Deposit submitted by the Service Provider either under the subject Work order or any other Work order(s) awarded by the Service Receiver to the Service Provider.
- 10.10 The Service Provider shall be bound by the details furnished by them to the Service Receiver while submitting the Bid or at any subsequent stage. In case, any of the documents furnished by them is found to be false at any stage, it would be deemed to be a breach of the terms and conditions of the Work order making the Service Provider liable for legal action besides termination of Work order and forfeiture of Security deposit.
- 10.11 The Service Provider shall not be allowed to transfer, pledge, assign or subcontract their rights and liabilities under the Work order to any other agency.
- 10.12 The Service Provider shall be solely responsible for the redressal of grievances/resolution of disputes relating to human resources deployed by them. The Service Receiver shall in no way be responsible for the settlement of such disputes. The Service Provider shall maintain a record of grievance received from their human resources and action taken for settlement and communicate the same via letter to the Service Receiver within 15 days from the date of receipt of any such dispute.
- 10.13 For all intents and purposes, the Service Provider shall be the “Employer” within the meaning of different Labour Legislations in respect of the human resources deployed by the Service Provider in the Service Receiver’s premise and shall not have any claim whatsoever of “Master and servant” relationship nor have any “principal and Agent” relationship with or against the Service Receiver for the said Sporadic work outsourcing package.
- 10.14 The Service Provider, immediately upon receipt of the Work order from the Service Receiver, shall obtain all necessary Labour license from the Labour Department and the same shall be valid during the period of the Work order.
- 10.15 Any other term, condition or clause not covered in this terms & conditions of Sporadic work outsourcing package shall be in accordance with other statutory Rules/Acts applicable to the Service Receiver.
- 10.16 The partners or Shareholders or Directors or Executives or Officers of the Service Provider shall not engage themselves as human resources under the Work order.
- 10.17 In case of termination of the Work order on its expiry or otherwise, the human resources deployed by the Service Provider shall not be entitled to and shall have no

claim whatsoever for any kind of employment with the Service Receiver and shall be made known by the Service Provider to their human resources before being deployed.

- 10.18 The status of the Service Provider shall be that of an independent Service Provider. Neither the Service Provider nor the human resources deployed by the Service Provider for rendering the service(s) under this Work order shall be considered employee(s) of the Service Receiver. They shall have no right for subsequent regularization.
- 10.19 The Service Provider shall not assign, transfer or convey this Work order to anyone in whole or in part. The Service Provider shall also not delegate any of their obligations or duties under the Work order to anyone. The Service Provider shall not assign, pledge as collateral, grant a security interest in, create a lien against or otherwise encumber any payment that may or will be made to the Service Provider under the Work order.
- 10.20 The Service Provider shall be bound to accept all instructions/ directions issued by the Focal point or any other person duly authorized by them relating to the execution of the Work order.
- 10.21 The Service Provider shall maintain a register for the execution of the work and get endorsement of the same from the Focal point every day for having completed the work satisfactorily.
- 10.22 The details of work handled by the Service Provider and their human resources, Supervisor, etc shall be kept confidential and not be divulged to any person or other agency.
- 10.23 The purchase reserves the right to reject any of the human resources deployed by the Service Provider, if the presence or activity of such human resources is detrimental to the interest or discipline or security of the Service Receiver.
- 10.24 Compensation Act 1923 –Keeping in view of liability under employees compensation Act, 1923, in case of the occurrence of any Accident during the course of execution of this Contract/ Order/Agreement involving any of the persons engaged by the Contract/agency/firm/company occupied within the premises of the work site specified by the Service Receiver and during the discharge of duties, resulting in:
- a. Death or permanent disability from loss of both limbs
  - or
  - b. In the event of other permanent disability
- The victim/dependant shall be eligible for a compensation of INR 10 lakh and INR 7 lakh for a & b, respectively. This compensation is applicable irrespective of whether or not there has been any wrongful act, neglect or default and notwithstanding anything contained in any other law. The liability for this shall rest with the Service Provider concerned. Whenever such incident occurs, as per the guidelines of the Service

Receiver, Service Receiver shall make arrangements for disbursing this amount and shall recover the same from the Service Provider concerned.

- For this purpose, without limiting any of the other obligations or liabilities, the Service Provider concerned shall at his own expense take a Comprehensive Insurance for his workforce and for all the work during the execution period from any of the Insurance Companies as approved by the Insurance Regulatory & Development Authority of India (IRDA).
- The Service Provider concerned shall have to furnish originals along with premium receipts and other papers related thereto to the Service Receiver within 15 days from the date of placement of Contract/Order/Agreement and work shall commence only thereafter.

10.25 The Service Provider is fully responsible for timely claiming and disbursing monthly payment of remuneration to their work-force engaged in the campus of the Service Receiver, within the time limit prescribed in the relevant Act/Rules.

10.26 Payment disbursement shall be made to the Service Provider by the Service Receiver on monthly basis for the actual units of work completed on piece rate and part thereof and on receipt of the Invoice/bill which is duly certified by the Focal Points and approved by Divisional Head/Group Head in the Campus of the Service Receiver and submitted to the respective Sr. / Accounts Officer, as the case may be, in the prescribed format together with the following documentary proof.

- i. Proof of payment of remuneration made to the work-force for the preceding month duly certified by the Service Provider
- ii. Proof of remittance of both Employees and Employer's contribution towards EPF, ESI or Medi-claim Policy, as the case may be, made for preceding month.
- iii. The Service Provider should maintain basic records essential to provide the details mentioned above for verification.

10.27 The Government of India has enacted the Micro, Small and Medium Enterprises Development (MSMED) Act, 2006 and the preferences that are extendable to the MSME Units including Women and SC/ST Entrepreneur's as issued by the Government of India from time to time and wherever feasible, will be applicable for this RFP. In order to avail of the benefits extended by the Government of India to Micro and Small Enterprises, Service Providers are requested to submit Entrepreneur Memorandum Part-II duly signed by the General Manager, district Industries Centre or NISIC Registration/Udhyog Aadhar details.

10.28 Transportation for the Human resources to and fro from work place shall be the responsibility of Service Provider.



- 10.29 Service Receiver will be providing necessary canteen facility for the human resources deployed by the Service Provider as per the rates fixed by the Service Receiver from time to time.
- 10.30 In case of any medical exigencies inside work place, first aid shall be provided by the Service Receiver during the normal working hours. For further medical treatment and for any other emergencies beyond the working hours, the Service Provider shall make his own arrangement.

**11. SUBMISSION OF BILLS AND PAYMENT**

- 11.1 The Service Provider's bills shall be submitted before 28<sup>th</sup> (Twenty eighth) of every month, which shall cover the works accomplished between 21<sup>st</sup> of preceding month to 20<sup>th</sup> current month, with due certification to the respective Paying Authority. To facilitate this payment cycle, Service Provider shall submit the bill to the concerned focal point of the Service Receiver by 21-23<sup>rd</sup> of the month for certification.
- 11.2 The Service Provider shall ensure that all payments to the work-force shall be made through only their respective Bank Account on or before 10<sup>th</sup> of every month.

**12. PARALLEL/ ADHOC / SPLIT WORK PACKAGE ORDER**

- 12.1 Service Receiver reserves the right to Split the Work Package Order(s), if need be, to one or more Service Provider(s) either equally or in any other ratio.
- 12.2 Service Receiver reserves the right to enter into parallel/adhoc Work Package Order(s) with one or more Service Provider(s) in order to facilitate deployment of work-force during the currency of the Work Package Order(s) for availing the same or similar Services.

**13. VOLUME OF WORK**

The requirement of work force purely depends upon the activities of Service Receiver for the Work Package. The mere mention of the number of work-force against this Work Package Order(s) does not by itself confer any right on the Service Provider to demand that work relating to or any item thereof, should necessarily be entrusted exclusively to the Service provider. The Service Receiver reserves the option for allocation of work force to meet the works to be carried out and the Service Provider shall not have any right in this regard. No guarantee can be given as to the definite volume of work which will be entrusted to the Service Provider at any time or during the period of the Work Package Order(s).

**14. WORK SAFETY AND SECURITY REGULATION**

- 14.1 The Service Receiver's premise being a high-security area, the human resources deployed for the work by the Service Provider shall be required to follow the security requirements such as processing a valid Entry pass issued by the Service Receiver and ID Card issued by the Service Provider while entering the campus, maintaining high order of discipline while on duty, etc.
- 14.2 Issue of Entry pass: For arranging pass to enter the Service Receiver's premise, the Service Provider shall submit the details of the human resources to the Focal point along with the following documents.
- a. Police verification certificate ascertaining the character & antecedent.
  - b. Identity card issued by the Service Provider bearing the firm's/ company's logo.
  - c. Copy of the Aadhaar card issued by UIDAI or PAN card issued by Income Tax Department.
- 14.3 The Service Provider shall ensure that only Indian Nationals between the age of 21 years and 60 years are deployed and that they do not have any criminal background or record of criminal antecedents.
- 14.4 The human resources once deployed for the Sporadic work outsourcing package shall not be changed without the concurrence of the Focal point.
- 14.5 A "panel" of human resources found fit by the Service Receiver shall be kept with the Service Receiver as well as the Service Provider. The panel shall contain adequate reserve human resources to attend to peak-demand activities or provide leave relief to other human resources. The panel shall be updated as and when necessary.
- 14.6 The Service Provider shall provide suitable Uniforms, Personal Protective Equipments such as safety shoes, helmets, hand gloves, etc. to the human resources depending on the nature of work. Cost towards these will be reimbursed by the Service Receiver to a maximum of INR 6,500/- per person for two years.
- 14.7 The human resources deployed by the Service Provider shall wear uniform dress while they are at work and the colour of the said uniform shall be decided by the Service Receiver in consultation with the Service Provider.
- 14.8 The Service Provider shall take all safety precautions required for the execution of the work. They shall also be responsible for any loss or damage caused to the Service Receiver's property/personnel due to negligence of the Service Provider's human resources and shall make good the losses at their own cost, failing which cost thereof shall be recovered from the outstanding/running bills/Security deposit of the Service Provider.

- 14.9 The Service Receiver shall not be responsible for any damage, loss, claim, financial or otherwise, injury to any of the human resources deployed by the Service Provider in the course of their performing the work or for payment toward any compensation. The human resources shall adequately be insured by the Service Provider against accidents including injury/loss of life.
- 14.10 The Service Provider shall solely be responsible for any theft, pilferage or misbehaviour committed by any of their human resources while performing the work and the Service Receiver reserves the right to retain the Security deposit.
- 14.11 In case any human resource deployed by the Service Provider commits any act of omission/commission that amounts to misconduct/indiscipline/incompetence, the Service Provider shall forth with remove such human resource under intimation to the Focal Point. The Service Provider shall replace immediately any of their human resources who are found unacceptable because of security risks, incompetence, conflict of interest, improper conduct, etc. upon receiving written notice from the Service Receiver.
- 14.12 The human resource deployed by the Service Provider shall not carry any technical/electronic gadget inside the Service Receiver's premise and shall follow all Security and Safety norms as prescribed by the Service Receiver from time to time.

15. **APPLICABLE LAW, JURISDICTION AND ARBITRATION**

- 15.1 The Contract shall be interpreted, construed and governed by the laws in India. In the event of any dispute/s, difference/s or claim/s arising out of or relating to the interpretation and application of the Work Package Order(s), such dispute/s or difference/s or claim/s shall be settled amicably by mutual consultations of the good office of the respective Parties and recognizing their mutual interests attempt to reach solution satisfactory to both the parties. If such a resolution is not possible, within 30 days from the date of receipt of written notice of the existence of such dispute/s, then the unresolved dispute/s or difference/s or claim/s shall be referred to the Sole Arbitrator appointed by the parties by mutual consent in accordance with the rules and procedures of Arbitration and conciliation Act 1996 as amended from time to time. The arbitration shall be conducted in Bengaluru in the Arbitration and Conciliation Centre - Bengaluru (Domestic and International) as per its rules and regulation. The expenses for the Arbitration shall be shared equally or as may be determined by the Arbitrator. The considered and written decision of the Arbitrator shall be final and binding between the parties. The applicable language for Arbitration shall be "English "only.
- 15.2 Work under the Work Package Order(s) shall be continued by the Service Provider during the pendency of arbitration proceeding, without prejudice to a final adjustment in accordance with the decision of the arbitrator unless otherwise directed in writing

by the Service Receiver or unless the matter is such the works cannot be possibly continued until the decision (whether final or interim) of the Arbitrator is obtained.

**16. LIQUIDATED DAMAGE/DOWNTIME COMPENSATION**

In case of delay in rendering of service or non-deployment of the requisite Quantity of human resources, the Service Receiver shall recover liquidated Damage/Downtime compensation @ 0.5% of the price of the uncompleted part of the Sporadic work outsourcing package per week or part thereof from the Service Provider's outstanding bill or Security Deposit. The total amount of recovery shall not exceed 10% of the total price of the Work order. The quantum of Liquidated damage/Downtime compensation to be recovered shall be decided by the Service Receiver after assessing the quantum of work delayed and the Service Receiver's decision shall be final and binding on the Service Provider.

**17. FORCE MAJEURE CIRCUMSTANCE**

Neither Party shall bear responsibility for the complete or partial non-performance of any of their obligations if the non-performance results from such Force majeure circumstances as, but not restricted to, flood, fire, earthquake, civil commotion, sabotage, explosion, epidemic, pandemic, quarantine restriction, strike, lock-out, freight embargo, acts of the Government either in its sovereign or contractual capacity, hostility, acts of public enemy and other acts of God as well as war or revolution, military operation, blockade, acts or actions of State authorities or any other circumstance beyond the control of the Parties that have arisen after the conclusion of the present Work order. In such circumstances, the time stipulated for the performance of an obligation under the Work order may be proportionately extended. The party for whom it has become impossible to meet the obligation under the Work order due to Force majeure condition will notify the other Party in writing not later than 21 days from the date of commencement of the unforeseeable event. Unless otherwise directed by the Service Receiver in writing, the Service Provider shall continue to perform their obligations under the Work order as far as is practical and shall seek all reasonable alternative means for performance not prevented by the Force majeure event. Any certificate issued by the Chamber of Commerce or any other competent authority or organization shall be sufficient proof of commencement and cessation of the above circumstances. In case of failure to carry out complete or partial performance of an obligation for more than 60 days, either Party shall reserve the right to terminate the Work order totally or partially. A prior written notice of 30 days to the other Party will be given informing of the intention to terminate without any liability. This is exclusive of any reimbursements for the services rendered as provided for in the Work order.

18. **JOINT AND SEVERAL LIABILITIES:**

If the Service Provider is a joint entity, consisting of more than one partnership, corporation or other business organization, all such entities shall be jointly and severally liable for rendering the service and obligations of the Work order and for any default of activities and obligations.

19. **SEVERABILITY:**

If any provision of the Work order determined by a Court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part provisions hereof of the Work order and shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

20. **IMMUNITY FROM LIABILITY :**

Every person who is party to the Work order is hereby notified and agrees that the State, the Service Receiver and all their employees, agents, successors and assign are immune from liability and suit for or from the Service Provider's activities involving third parties and arising from the Work order.

**How to Quote:**

The Contractor has to calculate the annual rate per square metre using the following formula:

$$\text{Rate per Sq. m} = \frac{22 \text{ days} \times 24 \text{ months} \times W \times 150 \text{ personnel}}{8,47,07,030.00}$$

'W' = Wage to be paid to a labourer / day inclusive of all statutory payments like ESI, EPF etc.

**Scope of Work:**

Sporadic Work Package for general cleaning of buildings / premises in LPSC Valiamala, Thiruvananthapuram.

**Details of work:**

Sl. No.	Description of work	Total area to be covered in 24 months (m <sup>2</sup> )	Apprx. No. of persons at a time
1	Sporadic Work Package for general cleaning of buildings / premises in LPSC Valiamala, Thiruvananthapuram.	8,47,07,030.00	150 Nos.

**General Description of work:**

Sl. No.	Nature of Work	Frequency of work
01	Cleaning and washing of toilets including sanitary fittings i.e., wash basins, closets, urinal bowls etc.	Thrice in a day (0900 Hrs., 1200 Hrs., 1500 Hrs.)
02	Cleaning and mopping of all rooms, corridors, stair case, rest rooms, open areas nearby buildings, parking areas etc.	Once in a day
03	Removal of cobwebs including high bay buildings	Once in 15 days
04	Cleaning of glass windows / partitions and doors	Once in a week
05	Cleaning of window grills	Once in a week
06	Dusting of tables, chairs, almirahs, windows, doors other office equipment etc.	Once in a week
07	Collection of garbage / waste	Daily

Note: Depending on the usage (No. of programs / meetings) the frequency of work in Auditorium / Conference Hall may vary, which have to be cleaned without additional cost.

**ANNEXURE – A**

**DETAILS OF THE SERVICE PROVIDER’S ESTABLISHMENT**  
**(To be provided by the Service Provider with Techno-commercial bid)**

1	Name of the Service Provider	
2(a)	Full postal address of the Service Provider	
2(b)	Telephone No.	
2(c)	Mobile No. (Mandatory)	
2(d)	Fax. No.	
2(e)	E-mail id (mandatory)	
3.	Full Postal Address of operating branch office, if any	
3(a)	Telephone No.	
3(b)	Mobile No. (Mandatory)	
3(c)	Fax. No.	
3(d)	E-mail id (mandatory)	
4	Indicate the Organizational status of the Service Provider	Society JV Firm Partnership Private Limited Co. Public Limited Co. PSU/PSE Others (please indicate) (Please tick anyone of the above which is applicable)
5.	Act/Rule under which the Service Provider is registered	
6	Registration No. & Date of Registration	
7	Name of the Proprietor/ Manager/ President/Secretary/ Chief Executive with address and contact phone No.	
8	Name of Partners/Shareholders(of privately owned)/Director/ Executives/ Officers of the Service Provider (if required attach additional sheet)	
9	Whether any near relative of the proprietor/Office bearers is/ are working in LPSC/VSSC/IISU, if so details (Please see Section 7.1.2 of the tender document and fill in Annexure D)	
10	Copy of the Bye-law/Establishment registration Certificate issued by any Governmental Agency	Please provide along with Part I bid.

11	Labour Department Registration No.	
12	EPF Registration No.	
13	ESI Registration No.	
14	PAN No. & copy of PAN card shall be attached.	
15	Goods & Service Tax Registration No.	
16	Bank Account Details	

Note: If any of the above columns are kept unfilled and not supported by documentary proof, such offer will be summarily rejected by the Service Receiver.

#### **DECLARATION**

I/We hereby declare that the information furnished above are true and correct to the best of my/our knowledge and belief.

Date:

(Signature of Authorized Signatory with Seal)

Place:

Name in full:



**ANNEXURE B**

DECLARATION BY THE SERVICE PROVIDER  
(To be provided by the Service Provider with offer  
on the letter head of the Service Provider)

I/We, \_\_\_\_\_ Son/Daughter/Wife/Husband of Shri./Smt.  
\_\_\_\_\_ (Proprietor/Partner/Director/Authorized Signatory of the firm), I  
am competent to sign the declaration and execute this offer.

I/We have carefully read and understood all the enclosed terms and conditions and  
undertake to abide by the same.

The details of work handled by our work force, Supervisor and establishment should  
be kept secret and should not be divulged to any person or outside agencies.

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 our offer at any stage besides liabilities towards prosecution under appropriate law.

Date:  
Place:

(Signature of Authorized Signatory with Seal)  
Name in full:

**ANNEXURE C**

**DECLARATION BY THE SERVICE PROVIDER REGARDING COURT CASES**

(To be provided by the Service Provider with offer  
on the letter head of the Service Provider)

I/We, hereby undertake that our establishment do not have any legal suit/criminal case either pending against me/us/partner(s)/proprietor or any of our Directors in the case of company) or being contemplated and have not been earlier convicted on the grounds of moral turpitude or for violation of laws in force.

OR

I/We hereby undertake that our establishment is having the following legal suit/criminal case pending against me/us/proprietor/ partner(s)/Directors in the case of company),of which the details are furnished below:

Sl. No.	Case Number and the details of the Honorable Court	Nature of the Case	Name of the parties involved

Note: Strike out whichever is not applicable.

Date:

(Signature of Authorized Signatory with Seal)

Place:

Name in full:

**ANNEXURE D**

**PROFORMA FOR NEAR RELATIVE(S) CERTIFICATE\***

I, \_\_\_\_\_ S/o or D/o Shri./Smt. \_\_\_\_\_ on  
behalf of \_\_\_\_\_ hereby certify that:

- (a) None of my relatives are working in VSSC/IISU/LPSC.
- (b) Following relative(s) are defined in Clause 7 of the Tender Terms and conditions for work package is/are employed in LPSC/VSSC/IISU.

Sl.No.	Name of the person, Designation, Staff Code No., Organisation

It is also certified that the employee(s) as above of ISRO has/have no connection/partnership/share-holding or any other business interest in the Service Provider's firm.

In case at any stage, it is found that the information given by me/us is false/correct, the Department/ISRO shall have the absolute right to take any action as deemed fit, without any prior intimation to me/us.

(Signature of Authorized Signatory Of the  
Service Provider/Service Provider with Seal)

Date:

Place:

Name in full:

GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE  
LIQUID PROPULSION SYSTEMS CENTRE  
THIRUVANANTHAPURAM – 695 547

TENDER DOCUMENT FOR CONCLUDING WORK/SERVICE CONTRACT

TECHNO-COMMERCIAL BID

Tender Document No. : .....

Date of issue : .....

Due date/Time : .....

Name of the Tenderer : .....

Full postal address with PIN code: .....

.....

.....

Note: The Annexures-..... part of the Techno-Commercial Bid and hence the  
Tenderer should attach the same along with this Techno-Commercial Bid.

[Authorized Signatory with Seal]

Name in full :

Date :

Place :

**ANNEXURE - F**

**BIDDING FORMAT TEMPLATE  
(TO BE PROVIDED IN THE SERVICE PROVIDER'S LETTER HEAD)**

Tender Ref. No.	
Due Date & Time for submission	
Due Date & Time for Opening	
Service Provider Reference No. and Date	

From : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To  
The Sr. Purchase & Stores Officer  
Liquid Propulsion Systems Centre, Valiamala  
Thiruvananthapuram – 695 541

**TENDER FORM**

Dear Sir,

I/We hereby offer to provide the services detailed below at the price hereunder quoted and agree to hold this offer open till \_\_\_\_\_. I/We shall be bound to provide the services hereby offered upon the issue of the Work Package Order (s) communicating the acceptance thereof on or before the expiry of the last mentioned date. You are at liberty to accept any one or more of the items of services tendered for or any portion of any one or more of the services of such Work Package. I/We, notwithstanding that the offer in this tender has not been accepted in whole, shall be bound to provide you such services and such portion or portions of one or more of the services as may be specified in the said Work Package Order.

Sl. No.	Work description in brief	Quantity (m <sup>2</sup> ) X	Rate /m <sup>2</sup> (INR) Y	Total cost in INR (Z = X x Y)
I	Work Description as detailed in Annexure-2	8,47,07,030.00		
II	GST @18%			
Total Cost (INR)				

Grand Total in words: INR.....

Note: Total cost should be given both in figures and words

2. I/We have understood the items of the tender annexed to the invitation to tender and have thoroughly examined the scope of the work quoted or referred to herein and am/are fully aware of the nature of the services required and my/our offer is to provide the services strictly in accordance with the requirements subject to the terms and conditions stipulated in the enquiry and contained in the Work Package Order (s) communicating the acceptance of this tender either in whole or in part.

3. I/We understand that the decision for award of work package order will be decided on the sum total of all components listed above.

Date:

(Seal)

.....

Signature of the  
Service Provider

**ANNEXURE G**

**COMPLIANCE STATEMENT**  
(to be provided by the Service Provider with Techno-Commercial bid)

Sl. No.	Conditions in tender Requirements	Compliance Yes/No	Details of relevant documents attached
1	The details of Service Provider's establishment in their letter head (Annexure A of Tender document)		
2	Declaration Form (Annexure B of Tender document)		
3	Declaration with respect to Court cases, if any pending or being contemplated against the Service Provider (Annexure C to Tender document)		
4	A declaration in line with "Near Relative" Certificate as per Section 4.1.2 (Annexure D to Tender document)		
5	TECHNO-COMMERCIAL BID as per Annexure-E		
6	PRICE BID as per Annexure-F		
7	Certificates/valid license for getting relaxation as per Public Procurement Policy (PPP) (MSME/NSIC etc.), if required.		
8.	Proof showing the experience as given in Section 4.1.1.e and work completion report/any other document to prove that the work was completed satisfactorily.		
9	Acceptance of clauses from 1 to 20 in General Terms and conditions.		

Date:

(Signature of Authorized Signatory with Seal)

Place:

Name in full: