



भा.कृ.अ.प.—राष्ट्रीय उष्ट्र अनुसंधान केन्द्र  
I.C.A.R.- NATIONAL RESEARCH CENTRE ON CAMEL  
पोस्ट बैग-07, जोड़बीड़, बीकानेर 334001(राज.)भारत  
Post Bag-07, Jorbeer, Bikaner 334001 (Raj.) India



फाइल सं. NRCC/ADM/P/I(14)P/Job Contract/2024-2025/236/ Date: 30.10.2024

## कार्यालय नोट

केन्द्र में Annual Job Contract for Services/Job of outsourcing of Agriculture related High-Skilled, Skilled, Semi-skilled, Un-skilled, Sweeping & Cleaning work and Vehicle Drivers, etc. in the Office/Field/Estate/Agriculture/Laboratories and different units etc. at NRCC, Bikaner हेतु भारत सरकार के जैम पोर्टल के माध्यम से निविदाएं आमंत्रित किये जाने के लिये संलग्न निविदा प्रपत्र को कृपया जैम पर अपलोड करते हुये निविदाएं आमंत्रित करने की कार्रवाई करें तथा जैम पर अपलोड किये जाने के पश्चात् कृपया एक प्रति प्रभारी ए.के.एम. यू. को केन्द्र की वेबसाईट पर अपलोड करने हेतु व एक प्रति क्रय इकाई को रिकार्ड हेतु प्रेषित करने का श्रम करें।

  
30/10/24

(अनिल कुमार)

सहा. प्रशा. अधिकारी  
व प्रभारी क्रय इकाई

### प्रतिलिपि:

1. डॉ. राकेश पूनिया, तकनिकी अधिकारी व जैम बायर, राउअनुके, बीकानेर
2. प्रभारी एकेएमयू – कृपया जैम बायर से प्राप्त निविदा प्रपत्र (जैम आई.डी. सहित) को केन्द्र की वेबसाईट पर अपलोड करवाने का श्रम करें।



भा.कृ.अनु.प. – राष्ट्रीय उष्ट्र अनुसंधान केन्द्र, बीकानेर  
ICAR - NATIONAL RESEARCH CENTRE ON CAMEL  
JORBEER, P.B. NO. 07 BIKANER – 334 001  
Tel No.0151-2230858, FAX No.0151-2970153

File No. NRCC/ADM/P/I(14)P/Job Contract/2024-25/

Dated: 30.10.2024

**NOTICE INVITING ONLINE TENDER FOR ANNUAL JOB CONTRACT FOR SERVICES/JOB OF OUTSOURCING OF AGRICULTURE RELATED FARM LABOUR SKILLED, SEMI-SKILLED, UN-SKILLED WORK IN THE OFFICE/FIELD/ESTATE/ AGRICULTURE FARM/LABORATORIES AND DIFFERENT UNITS ETC. AT NRCC, BIKANER.**

1. On behalf of Secretary, ICAR, the Director, NRCC, Bikaner intends to invite Online Tender through GeM **under two bid system (Technical & Financial)** from the reputed agencies dealing in providing of Job/Services, having continuous experience of minimum last three year, having sufficient strength of Labourer and having PAN, EPF, ESI, Labour / Wage Registration and GST Registration from appropriate authorities, for the Annual Contract for following job:-

S.No.	Work Description	Bid Security
1.	<b>JOB CONTRACT FOR services/job of outsourcing of Agriculture related Farm Labour Skilled, Semi-Skilled and Un-Skilled work in the office/field/Estate/ Agriculture Farm/Laboratories and different Units etc. at NRCC, Bikaner.</b> <b>[Total 16 SKILLED POINTS/MANPOWER, 36 SEMI-SKILLED POINTS/MANPOWER, AND 20 UN-SKILLED POINTS/MANPOWER [ALL FOR 26 DAYS IN A MONTH]</b>	<b>Rs.3,50,000.00</b>

2. **Tender Form of above Job Work can be downloaded free of cost from the website [www.nrccamel.icar.gov.in](http://www.nrccamel.icar.gov.in)**  
The Tender schedule is as under:-

Tender ID	Shall be notified on the website of NRCC <a href="http://www.nrccamel.icar.gov.in">www.nrccamel.icar.gov.in</a>
Tender Reference No.	NRCC/ADM/P/I(14)P/Job Contract/2024-25
Date of release of Tender through GeM Portal	30.10.2024 from 6.00 PM
Pre bid meeting	05.11.2024 at 10.00 AM
Last date & time for submission of online bid	21.11.2024 upto 10.00 AM
Last date & time for submission of EMD (Bid Security) (However, firms registered with MSME/NSIC of relevant category, have to submit bid security declaration form attached with the Bid.)	21.11.2024 at 10.00 AM
Date & time for opening of Online Technical bid	22.11.2024 at 11.00 AM
Date & time for opening of Online Financial bid of technically responsive bidders	To be notified later
Address for Communication	Director, NRC on Camel, P.B. No. – 07, Jorbeer, Bikaner – 334 001 (Rajasthan)

3. **The Bidder(s) may note that ONLINE BIDS through GeM will ONLY be accepted. All the requisite supporting documents as mentioned in the online bid document alongwith duly signed bid document (Technical and Financial) must be uploaded Online on GeM Portal. The Bids sent through FAX, E-mail, by hand and/or by post shall not be accepted/ processed, in any case.**
4. **The eligible Bidder(s) who are registered with NSIC/MSME and is having valid NSIC/MSME Certificate of relevant category for exemption of EMD (Bid Security) for above Job Contracts shall be exempted to pay EMD (Bid Security) of above online bid on submission of a copy of valid NSIC/MSME Certificate online on GeM. However they have to submit bid security declaration form attached with the Bid at page No. 18. Original Pay Order/DD of Non-Refundable bid Security as per detail above, must be deposited in the form of Demand Draft/Pay Order (not Cheque) payable to "ICAR Unit, NRCC, Bikaner", in NRCC Office, Bikaner on or before 21.11.2024 upto 10.00 AM. The particulars of the Earnest Money deposited must also be superscribed on the top of the envelope by mentioning the draft/pay order number(s), date and amount and name of the Job Work, failing which the online bids will not be accepted.**
5. **The bidders may submit duly filled and completed bidding document ONLINE through GeM as per instructions contained in the bidding documents. Incomplete online bid shall be rejected. The conditions of tender shall be governed by the details contained in complete bid document.**
6. **In case, holiday is declared by the Government/ICAR-NRCC on the day of opening the online bids, the online bids will be opened on the next working day at the same time. The ICAR- NRCC, Bikaner reserves the right to accept or reject any or all the tenders.**
7. **The detailed instruction for online submissions of online bid(s) through GeM Portal, the bidder(s) may visit following link:- [www.nrccamel.icar.gov.in](http://www.nrccamel.icar.gov.in)**

  
30/10/24

Assistant Administrative Officer (P)

भा.कृ.अनु.प. – राष्ट्रीय उष्ट्र अनुसंधान केन्द्र, बीकानेर  
**ICAR - NATIONAL RESEARCH CENTRE ON CAMEL**  
 JORBEER, P.B. NO. 07 BIKANER – 334 001  
**Tel No.0151-2230858, FAX No.0151-2970153**

File No. NRCC/ADM/P/I(14)P/Job Contract/2024-25/

Dated: 30.10.2024

**"THIS SERVICE CONTRACT IS A PURELY JOB CONTRACT"**

**INVITATION TO ONLINE TENDER UNDER TWO BID SYSTEM (TECHNICAL AND FINANCIAL BID SEPARATELY) AND INSTRUCTION CONTAINING TERMS AND CONDITIONS GOVERNING THE JOB CONTRACT FOR SERVICES/JOB OF OUTSOURCING OF AGRICULTURE RELATED FARM LABOUR SKILLED, SEMI-SKILLED AND UN-SKILLED IN THE OFFICE/ FIELD/ESTATE/ AGRICULTURE FARM/LABORATORIES AND DIFFERENT UNITS ETC. AT NRCC, BIKANER.**

**THE TECHNICAL ONLINE BID SHALL BE OPENED ON 22.11.2024 at 11.00 A.M.**

**THE FINANCIAL BID SHALL BE NOTIFIED LATER**

1. Name & address of Proprietor : .....
2. Name & address of : .....
3. Telephone No. : Off. .... Res. .... Mobile No.....
4. Particulars of Firm/Agency/Company : .....  
(Partnership Deed/ Constitution in case of Society)
5. Income Tax P.A.N. Number : .....
6. GST Number (Allotted by CED) : .....
7. E.P.F. Registration Number : .....
8. E.S.I. Registration Number : .....
9. Labour Licence Number : .....
10. Name of Office where firm is registered : .....
11. Name of Banker : .....Account No.....
12. Last Date and time of submission of Online tender form: 21.11.2024 at 10.00 AM
13. Pre Bid Meeting : 05.11.2024 at 10.00 AM
14. Date and time for Opening of Online Technical Bid : 22.11.2024 at 11.00 AM
15. Date and time for Opening of Online Financial Bid : Shall be notified later
16. Earnest Money : Rs. 3,50,000.00
17. Performance Security Money : **10% of Total Cost of Annual Contract.**
18. **The Bidder(s) may note that ONLINE BIDS through GeM will ONLY be accepted. All the requisite supporting documents as mentioned in the Online bid document should and must be uploaded Online on GeM Portal. The Bids sent through any other mean including FAX, E-mail, by hand and/or by post shall not be accepted/processed, in any case.**
19. For detailed instructions please visit us at our website: [www.nrccamel.icar.gov.in](http://www.nrccamel.icar.gov.in)

Signature of Tenderer

भा.कृ.अनु.प. – राष्ट्रीय उष्ट्र अनुसंधान केन्द्र, बीकानेर  
**ICAR - NATIONAL RESEARCH CENTRE ON CAMEL**  
**P.B. NO. 07, JORBEER, BIKANER**

PHONE No.0151-2230183, 2230858 / FAX No.0151-2970153

File No. NRCC/ADM/P/I(14)P/Job Contract/2024-25/

Dated: 30.10.2024

**INVITATION TO ONLINE TENDER UNDER TWO BID SYSTEM (TECHNICAL AND FINANCIAL) AND INSTRUCTION CONTAINING TERMS AND CONDITIONS GOVERNING THE JOB CONTRACT FOR SERVICES/JOB OF OUTSOURCING OF AGRICULTURE RELATED FARM LABOUR SKILLED, SEMI-SKILLED AND UN-SKILLED IN THE OFFICE/ FIELD/ESTATE/ AGRICULTURE FARM/LABORATORIES AND DIFFERENT UNITS ETC. AT NRCC, BIKANER.**

From:-

**Director**  
 ICAR- National Research Centre on Camel  
 Post Bag No.7, Jorbeer, Shivbari,  
 Bikaner – 334 001

To,

.....  
 .....  
 .....

Sirs,

Online Tenders are hereby invited on behalf of the Director, ICAR-NRC on Camel, Bikaner {under Two Bid System (Technical & Financial bid)} for Annual Job Contract for services/job of outsourcing of Agriculture related Farm labour Skilled, semi-skilled and Un-skilled, etc. in the office/field/Estate/Agriculture Farm/Laboratories and different Units etc. at NRCC, Bikaner. The terms and conditions of the contract which govern the contract to be made are those contained in the general conditions of contract applicable to the contract placed by the ICAR and the special terms & conditions detailed in the tender form and its schedules. Please submit your tender online if you are in a position to provide the requisite services in accordance with the requirements stated in the attached schedule.

Tender ID	Shall be notified on the website of NRCC <a href="http://www.nrccamel.icar.gov.in">www.nrccamel.icar.gov.in</a>
Tender Reference No.	NRCC/ADM/P/I(14)P/Job Contract/2024-25
Date of release of Tender through GeM Portal	30.10.2024 from 6.00 PM
Pre bid meeting	05.11.2024 at 10.00 AM
Last date & time for submission of online bid	21.11.2024 at 10.00 AM
Last date & time for submission of EMD (Bid Security) or MSME/NSIC Certificate. However, firms registered with MSME/NSIC of relevant category, have to submit bid security declaration form attached with the Bid.	21.11.2024 at 10.00 AM
Date & time for opening of Online Technical bid	22.11.2024 at 11.00 AM
Date & time for opening of Online Financial bid of technically responsive bidders	Shall be notified later
Address for Communication	Director, NRC on Camel, P.B. No. – 07, Jorbeer, Bikaner – 334 001 (Rajasthan)

- The Bidder(s) may note that **ONLINE BIDS** through GeM will **ONLY** be accepted. All the requisite supporting documents as mentioned in the online bid document, alongwith duly signed bid document (Technical and Financial bid) must be uploaded Online on GeM portal. The Bids sent through any other mean including FAX, E-mail, by hand and/or by post shall not be accepted/processed, in any case.

2. Scanned copy of DD/PO of Bid Security should and must also be uploaded On-line with Technical Bid. However, Original DD/Pay Orders of Bid Security of Rs.3,50,000.00, must be deposited in the form of Demand Draft/Pay Order (not Cheque) payable to "ICAR Unit, NRCC, Bikaner", in **NRCC Office, Bikaner on or before 21.11.2024 upto 10.00 AM**. The particulars of Earnest Money deposited must also be superscribed on the top of the envelope by mentioning the draft/pay order number(s), date and amount and name of the Job Work, failing which the online bids will not be accepted. However, The eligible Bidder(s) who are registered with MSME/NSIC and is having valid MSME/NSIC Certificate of relevant category for exemption of EMD (Bid Security) for Job Contracts shall be exempted to pay EMD (Bid Security) of above online bid. **However they have to submit bid security declaration form attached with the Bid at Page No. 18.**
  3. 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. The conditions of tender shall be governed by the details contained in complete online bid document. The detailed instruction for online submissions of bid(s) through GeM, the bidder(s) may visit following link:-  
**[www.nrccamel.icar.gov.in](http://www.nrccamel.icar.gov.in)**
  4. The tenderer is being permitted to give tender in consideration of the stipulation on his/her part that after submitting his/her tender, he/she will not resale his/her offer and/or modify the terms and/or conditions thereof. If the tenderer fails to observe and comply with the foregoing stipulation, the action as deemed fit will be taken against the firm by the ICAR-NRCC.
  5. All the schedule of the tender form should be uploaded alongwith online bids. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the online bid tender form. If any modification of the schedule is considered necessary, it should be communicated by means of a separate letter along-with the online tender. Overwriting/erasing in rates of service charge to be quoted by the tenderer will not be allowed, otherwise the tender may be rejected.
  6. The tender is liable to be ignored if complete information and documents as required is not given therein in the online bids or if the particulars asked for in the schedules to the tender is not fully filled in. Individual signing the tender or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
  7. In case of partnership firms, where no authority has been given to any partner to execute the contract agreement concerning the business of the partnership, the tender and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the NRCC shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all cost and damages. Each page of the tenders and the schedule to the tenders and annexure, if any, should be signed by the tenderer.
  8. In case the tenderer does not accept the offer, after issue of letter or award by NRCC within 10 days, the offer made shall be deemed to be withdrawn without any notice and the firm may be put on black-list and/or any other suitable action may be taken as deemed fit by the ICAR-NRCC.
  9. The Tender would be evaluated based on the eligibility criteria given in the Online Bid form, documents & information furnished by the Tenderer in response to the requirements given in the online Technical bid of Tender (Schedule-III/Page 14) and then the total monthly liability/charges including all as quoted in schedule - II by technical responsive bidder(s).
  10. **If a firm quotes 'NIL' Service Charges or in 'Paise' (less than 1 Rupee), his/her online bid shall be treated as unresponsive and shall not be considered. Bidder (if wish) may quote in percentage also.**
- The first work order shall be given for a period of only three months and it will be extended for further period of annual contract if service provided is found to satisfaction during initial period of 03 months,

- and no willingness for extension of contract shall be sought from the firm, in initial one year.
11. The rates of Monthly service charge quoted by firm for job contract in tenders be given both in words and figures.
  12. **The firm will not charge placement charges on any other account from the manpower deployed with the Centre. The contract is liable to be terminated, security deposited 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.**
  13. The NRCC is not bound to accept the lowest or any other tenders and also reserve to itself the right of the accepting the tenders in whole or in part.
  14. An amount of 10% of total contract value as a security deposit for the job contract is to be deposited by the successful agency/tenderer only after receiving a communication form the ICAR-NRCC. In the event of non-deposition of the same, the firm may be put on black-list or any other suitable action may be taken as deemed fit by the ICAR-NRCC. SMD will be released after 60 days of expiry of contract, subject to clearance of all dues pending against the contracting agency.
  15. No interest on Security deposit and Earnest Money deposit shall be paid by the NRCC, Bikaner.
  16. The GST, Income Tax or any other Tax 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. Any other statutory tax applicable or made applicable after awarding the contract in respect of this job contract shall also be payable by the contractor. The NRCC shall entertain and decide the claim in this respect, strictly as per the Notification(s) issued by the concerned department of Govt. of India.
  17. **Director, ICAR-NRCC reserves the right to reduce or terminate the period of contract or to extend its duration and may increase or decrease the manpower at any time in the interest of the ICAR-NRCC, for any justifiable reasons not mandatory to be communicated to the contracting agency.**
  18. Decision of Director, ICAR-NRCC 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 level** by mutual consultation and in case of failure of settlement, dispute(s) shall be referred to the sole Arbitrator to be appointed by the Director, ICAR-NRCC. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996.
  19. Acceptance by the NRCC will be communicated by GeM, Speed Post/Fax/E-mail or any other form of communication. Formal letter of acceptance of the tender will be forwarded as soon as possible, but the earlier instructions in the Speed Post/Fax/E-mail etc. should be acted upon immediately.
  20. **Only those agencies/firms shall be considered for opening of online financial bid(s), who shall qualify and fulfil all criteria as mentioned in the Online Bid document.**
  22. **The Scanned copies of following documents/vouchers duly signed and stamped by the bidder are required to be uploaded with duly filled & completed Technical Online Bid (duly signed/stamped on each page) as required under the terms and conditions of this Online Bid document otherwise the online Technical bid shall liable to be rejected. (All Documents should be in one PDF File only).**

1.	Scanned copy of Registration Certificate of the firm
2.	Scanned copy of EPF & ESI Number Certificate of the firm issued by appropriate authority.
3.	Scanned copy of Valid registration Certificate issued by National Small Industries Corporation (NSIC/MSME) of relevant category, if, applicable.
4.	Scanned copy of GST Registration Certificate of the firm issued by appropriate authority.
5.	Scanned copy of PAN Certificate of the firm issued by appropriate authority.
6.	Scanned copy of the selected Agency/Firm must have a registration with the Contract Labour Regulation and Abolition Act. 1970. <u>The Contractor shall have to obtain the Labour License under this Act after award of contract.</u>

7.	Scanned copy of Proof/Certificate(s) of last three years (2021-22, 2022-23 & 2023-24) continuous work experience of Bidder/firm in the field of outsourcing Job/Services in Central Govt. establishments/Autonomous bodies of Govt./Corporation of Govt. of India/reputed public or private organizations. The Bidder firm should have at least one annual job contract of minimum value of Rs. 10.00 Lakhs during last 03 years. <i>(Name and address of client departments may be indicated in chronological order and supporting documents may be attached in said manner given in Page 09/Para-17 of Tender Document.)</i>
8.	Scanned copy of Latest confirmed ESI/EPF Challans for ascertaining the number of Labourer has to be attached.
9.	Scanned copy of Certified copy of valid latest Bank Solvency certificate for Rs. 10.00 Lakhs to be attached. <b>The bank solvency certificate should not be more than six months old.</b>
10	Scanned copy of Minimum turnover of the firm should not be less than Rs. 25.00 Lakhs in each year during last 3 years. Balance sheet of the firm/agency for last 3 years (2021-22, 2022-23 & 2023-24) duly certified by the chartered accountant is to be attached.
11	Scanned copy of an undertaking in Annexure – “X” attached with bid document duly attested by Notary on a non-judicial stamp paper of value of Rs. 100.00 (Rupees One Hundred Only) regarding their non-blacklisting by any of the Govt. department, Public Sector Undertakings and /or by Central Vigilance Commission during the last three years.
12	<b>Scanned copy of Other Documents as per eligibility criteria (para 4/page 12 of Bid Document) and also as per Annexure-“Y”/Page-17 of Tender Document.</b>

23. In case rates of monthly service charge of one or more bidders are found similar it will be finalized by Auto Run by GeM.

Yours faithfully,

Assistant Administrative Officer (P)  
For and on behalf of the Director  
ICAR-National Research Centre on Camel,  
Post Bag No.-07, Jorbeer, Shivbari,  
Bikaner- 334 001



**TENDER FOR THE JOB CONTRACT FOR SERVICES/JOB OF OUTSOURCING OF AGRICULTURE RELATED FARM LABOUR SKILLED, SEMI-SKILLED AND UN-SKILLED ETC. IN THE OFFICE/FIELD/ESTATE/AGRICULTURE FARM/ LABORATORIES AND DIFFERENT UNITS ETC. AT NRCC, BIKANER.**

Full Name and address of the tenderer in addition to address and other relevant information needed for the complete Address:-

Telephone No. / Mobile No.

Address:

e-mail:

From:

M/s \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To,

**The Director,  
ICAR-National Research Centre on Camel,  
Jorbeer,  
Shivbari, Bikaner**

Sir,

1. I/we have read all the particulars regarding the general information and other terms and conditions of tender for the Annual Job Contract for services/job of outsourcing of Agriculture related Farm Labour Skilled, Semi-Skilled and Un-Skilled etc. in the Office/ Field/Estate/ Agriculture Farm/Laboratories and different Units etc. at ICAR-NRCC, Bikaner and agree to provide the services as detailed in Annexure herein or to such portion thereof as you may specify in the acceptance of the tender at the rates of monthly service charge given in schedule – II (attached) to this tender and I/we agree to hold this offer open till 120 days. I/we shall be bound by a communication acceptance dispatched within the prescribed time.
2. I/we have understood the terms and conditions for the contract and shall Provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and from a part of this Tender. The schedules to accompany this tender are at page Nos. \_\_\_\_\_.
4. Every page so attached with this tender bears signature and the official seal.

Yours Faithfully,

Signature & Seal of Tenderer with date

Name & Signature of witness \_\_\_\_\_

Address of witness \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address of Tenderer \_\_\_\_\_

Telephone No. of Office:

Mobile No.:

Fax:

E-mail:

**Technical Bid  
Schedule to Tender**

1.	Name of Firm/Agency Indian Companies Act 1956 b. Indian Partnership Act, 1932: (Please give names of partners)	
2.	Constitution of the Firm/Agency Any other Act, if Not, the owner	
3.	a. For partnership firm whether registered under "The Indian Partnership Act, 1932", please state further whether by the partnership agreement, authority to refer disputes concerning the business of the partnership to arbitration has been conferred on the partner who has signed the tender. b. If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firms authorizing the partner who has signed the tender to refer dispute concerning business of the partnership to arbitration. c. If answer to point (a) or point (b) is in the affirmative please furnish a copy of either the partnership agreement or the general power of attorney as the case may be.	
4.	Name and Full Address of the Bankers	
5.	Registration Number of the firm	
6.	EPF & ESI No. of Firm	
7.	Scanned copy of Valid registration certificate issued by National Small Industries Corporation (NSIC/MSME) of relevant category, if applicable.	
8.	GST Registration No.	
9.	Registration No. under Labour Contract Act/License	
10.	PAN	
11.	Name of the permanent representative to be visiting ICAR-NRC on Camel, Jorbeer, Bikaner, regarding the Contract.	
12.	Minimum turnover of the firm should not be less than Rs. 25.00 Lakhs for each year during last 3 years. Scanned copies of Balance sheet of the firm/agency for last 3 years (2021-22, 2022-22 & 2023-24) duly certified by the chartered accountant is attached.	
13.	Number of Labour/Supervisor registered under ESI/EPF. Scanned copies of latest confirmed ESI/EPF Challans for ascertaining the number of Labour/Supervisor has to be attached.	
14.	Scanned copy of valid latest Bank Solvency Certificate for Rs. 10.00 Lakhs to be attached. The Bank Solvency Certificate should not be more than six months old.	

Continued on page 9

**Authorised Signatory/Tenderer**

15.	Whether you have been declared "Blacklisted" OR banned from Business by any Department of Central/State Govt. Department/Public body. Reply yes or No, as the case may be and attach scan copy of undertaking as per format given at Annexure-X/page No. 16. If yes, then give details.				
16.	Continuous works Experience of last 3 years 2021-22, 2022-23 & 2023-24 (Name and address of client departments may be indicated in chronological order and scanned copies of supporting documents/proofs may be attached) – as per eligibility criteria (Page 12), with at least one annual <u>contract of minimum value of Rs. 10.00 Lakhs.</u>				
	Sl. No.	Name of Client Department/ Organization & Name of Contact person with Ph. No.	Period From To	No. of Staff	Total value of the contract
	1.				
	2.				
	3.				
	4.				
	5.				
	6.				
	7.				
	8.				
	9.				

I/we undertake that scanned copies of all the above documents/information have been attached with the Online Technical Bid. In case any document and/or information is not found in my/our online bid OR found incomplete or invalid, then the ICAR-NRCC, Bikaner is free to reject my/our online bid for which the Bidder shall be wholly responsible.

Dated:-

Place:-

**Authorized Signatory/Tenderer**

**NOTE: All the desired information in column 01 to 16 should be filled in/replied by the Bidder along with scanned copies of all the above information/documents duly signed and stamped must be accompanied with the online bid, otherwise bid is liable to be rejected.**

## Schedule - II

GENERAL INFORMATION AND OTHER TERMS & CONDITIONS OF ANNUAL JOB CONTRACT FOR SERVICES/JOB OF OUTSOURCING OF AGRICULTURE RELATED FARM LABOUR SKILLED, SEMI-SKILLED, UN-SKILLED, ETC. IN THE OFFICE/FIELD/ESTATE/ AGRICULTURE FARM / LABORATORIES AND DIFFERENT UNITS ETC. AT NRCC, BIKANER.

### 1. OFFICE, LABORATORIES, UNITS AND THEIR LOCATION:

ICAR-National Research Centre on Camel, Jorbeer, Bikaner: The Campus is situated at and Jorbeer Area of the District H.Q.

### 2. SCOPE OF WORK/SERVICES/JOB REQUIRED TO BE PERFORMED :

JOB DETAIL
<p><b>Skilled nature of job:-</b></p> <p>i) डाटा रिकार्डिंग, डाटा एन्ट्री तथा प्रयोगशाला कार्यों में सहायता। बाहरी-आंतरिक डाक प्रेषण कार्य, फाटोकॉपी आदि कार्य। रजिस्टर में प्रविष्टि, GST विवरण, वेतन व आयकर प्रविष्टि, प्रशासनिक कार्यों हिन्दी/अंग्रेजी टंकण में सहायता। ऊँटों के ईलाज में सहायता। विद्युत संबन्धित कार्यों में सहायता प्रदान करना, डीजी सेट चलाना। केन्द्र के सभी भवनों, बाड़ों, पाईप लाइनों के रोजमर्रा कार्य, मेसन संबंधित रिपेयर कार्य तथा मिल्क डाटा रिकार्डिंग करना।</p> <p style="text-align: center;"><b>Total Points/Manpower</b> = 16 Points for 26 Days/month (कुशल) Skilled</p>
<p><b>Semiskilled nature of job:-</b></p> <p>ii) केन्द्र के ऊँट व ऊँटनियों की दैनिक देखभाल, चारा-दाना करना, फार्म एरिया में चराना, सैंपल/नमूने दिलवाना, चुपड़ना करना इत्यादि कार्य में सहायता व चौकीदारी करना। डेयरी की ऊँटनियों की दैनिक देखभाल, काविंग कार्य में सहायता, ऊँटनियों/नवजात बच्चों की देखभाल, दूध पिलाना, चारा-पानी, दाना, दूध निकालना, रात्रि में छोटे बच्चों एवं ऊँटनियों की देखभाल, बीमार पशुओं की देखभाल में सहायता, फार्म एरिया में चराई हेतु ले जाना, पशुओं के वनज लेने में सहायता करना, रक्त, मींगणी व अन्य नमूने लेने में सहायता करना, मशीनों से जाँच के लिए जानवरों को पकड़ना, ऊन कतराई में सहायता करना, बायोमेट्री में सहायता करना, अनुसंधान के अन्य कार्यों में सहायता करना। ऊँटों को राइडिंग, रेसिंग, प्रशिक्षण इत्यादि करवाना।</p> <p>केन्द्र में लॉन/प्लांट्स की कटिंग कार्य व विभिन्न प्रकार के पेड़ों की कटाई-छंगाई कार्य। दैनिक रूप से दूध का संग्रहण, बिक्री और उत्पाद बनाने में सहायता। केन्द्र में दैनिक रोजमर्रा के रिपेयरिंग मैन्टीनेंस के कार्यों, फेंसिंग रिपेयर, पाईप लाइनों की खुदाई, मैसनरी कार्य में खुदाई, खुदाई व स्ट्रीट लाइट मरम्मत इत्यादि कार्यों में सहायता। ऊँटों के लिए मशीनों से पशु आहार तैयार करना।</p> <p style="text-align: center;"><b>Total Points/Manpower</b> = 36 Points for 26 days/month (अर्द्धकुशल) Semiskilled</p>
<p><b>Unskilled nature of job:-</b></p> <p>iii) केन्द्र परिसर, सामुदायिक भवन व फार्म क्षेत्र के बाग-बगीचों में पेड़-पौधों की दैनिक देखभाल व अन्य कृषि कार्यों में सहायता, म्युजियम को साफ सुथरा रखना एवं अन्य कार्यों में सहायता। प्रयोगशाला में ग्लासवेयर, उपकरण इत्यादि को साफ सुथरा रखना, पशुओं से दूध, रक्त आदि के नमूने एकत्र करने में सहायता। प्रयोगशाला का रखरखाव तथा सम्बन्धित कार्यों में सहायता करना।</p> <p style="text-align: center;"><b>Total Points/Manpower</b> = 20 Points for 26 days/month (अकुशल) Unskilled</p>

### 3. TERMS & CONDITIONS:

- (i) The Agency/Firm have to deploy required number of Manpower to perform the job on day to day basis within assigned period on all working days including Saturdays. Alternative arrangements are to be made by the agency whenever anyone of deployed worker of the Agency/Firm remains absent.
- (ii) The staff to be deployed should maintain secrecy and discipline in the premises of NRCC.
- (iii) The staff to be deployed for performing the job should be capable of efficiently attending the Job(s) and also having appropriate essential academic/technical/professional qualification(s) and experience of the Job.
- (iv) The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of NRCC for the purpose. All complaints should be immediately attended to by the Contractor/Agency.
- (v) The contract agreement is terminable with one month notice on either side.
- (vi) The contractor/agency shall not sublet the work.
- (vii) The contractor or his deployed workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
- (viii) The selected agency shall deploy the required personnel for execution of job at NRCC, as per labour Acts. The agency shall employ good and reliable persons with robust health. In case any of the provided labour is not found suitable by the Centre, the Centre shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.
- (ix) The persons so deployed by the agency for performing the assigned job under this contract will be employee of the Agency/Contractor and will not be the employee of the NRCC and there will be no employer-employee relationship between the Centre and the person so engaged by the contractor in the aforesaid services/job.

- (x) Payment for service of job contract will be made monthly upon submission of pre-receipted bill by the Contractor.
- (xi) **The rates of monthly service charge to be quoted should include cost of each and every item including (झाड़ू, मसौता, कुल्हाड़ी, गैची, कस्सी, खुरपी, कड़ाई, फावड़ा, तगारी, बेलचा, चौसंगी, दंताली इत्यादि) material cost if any, including transportation cost, manpower cost and taxes etc.**
- (xii) The Contractor shall discharge all his legal & statutory obligations in respect of the each workers/supervisors to be employed/deployed by him for the execution of the Job work in respect of their minimum wages EPF and ESI 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 NRCC 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 Director, NRCC shall be final and binding on the contractor. Any statutory increase in Minimum Wages, ESI/EPF and taxes etc. during the term of the Contract and its consequential effect on EPF and ESI contributions and GST shall be reimbursed to the contractor by NRCC, Bikaner. However, no request for any alteration or increase in the Monthly Service Charge (if it is not quoted in percentage), to be quoted and payable to the Contractor/Agency as per S.No./Point No. 10 Annexure-A to Schedule-III to Tender, shall be entertained, considered and accepted by the NRCC, Bikaner on any condition/ground whatsoever during the entire term of the contract.
- (xiii) Income Tax and GST shall be deducted from the payments due for the work done as per rule.
- (xiv) The Contractor must employ adult labour only. Employment of child labour would lead to the termination of the Contract beside legal action as per Law.
- (xv) The contract is subject to the condition that the tenderer shall comply with all the Laws and Acts of Central Govt., State Govt. relating to this contract made applicable from time to time.
- (xvi) **Risk Clause:** NRCC reserves the right to discontinue the service at any time, if the services are found unsatisfactory by giving a show-cause to be replied within a period of two days and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from S.D. or pending bills of the Agency or by raising a separate claim.
- (xvii) LIQUIDATED DAMAGES CLAUSE:**
- An amount of Rs.200.00 per day per Job will be levied as Liquidated Damage whenever and wherever it is found that the work is not up to the mark OR not executed in any Unit/Section of the NRCC, Bikaner. It will be brought to the notice of the supervisory staff of the Firm/Agency/Contractor, by NRCC and if no action is taken within one hour, liquidated damages clause will be invoked and shall be deducted / recovered from monthly bill(s)/Security Deposit of the Firm/Agency/Contractor.
  - Any misconduct/misbehavior and un-lawful activity on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.
  - If the required number of Workers are less than the minimum required then as a Penalty of Rs. 200.00 per worker per day will be deducted from the bill.
  - In case of any Loss or Damage etc. occurred to the movable or immovable property (ies) of the Centre due to any act or negligence of the Worker(s) deployed by the Firm/Agency/Contractor for execution of Job/Services as per Annexure-1, the said Loss/Damage etc. shall be recovered from the Firm/Agency/Contractor either from monthly bills or Security Deposit.

The Director, NRC on Camel, Bikaner reserves the right to reject any or all Tenders in whole or in part. The decision of Director, NRC on Camel, Bikaner shall be final and binding on the contractor/agency in respect of any clause under the Contract.

Signature of tenderer

**4. ELIGIBILITY CONDITIONS:**

- a) The firm should have **minimum last 3 years (2021-22, 2022-23 & 2023-24)** continuous work experience of performing job/outsourcing service contracts in reputed Govt./Semi Govt./ Govt. Undertaking/ University/establishment or reputed public or private organization and should have at least one annual contract of minimum value of Rs. 10.00 Lakhs during last 3 years.
- b) The firm should have at least 25 labourer registered under ESI and EPF. The firm shall produce latest confirmed ESI/EPF Challan for ascertaining the number of labourer registered with the ESI/EPF Deptt.
- c) The firm must have GST Number, ESI, EPF Registration Certificate, registration Declaration of ownership under Indian Registration Act 1908 and Labour License and PAN (Income Tax)
- d) The firm must have solvency certificate for at least 10.00 lakhs from their bankers. The Bank solvency Certificate should not be more than six months old.
- e) Minimum turnover of the firm should not be less than Rs. 25.00 Lakhs in each year during last 3 years. Balance sheet of the firm/agency for last 3 years (2021-22, 2022-23 & 2023-24) duly certified by the chartered accountant is to attached.
- f) Other details as per Para 22/Page- 5 & 6 and Annexure-"Y"/Page-17.

**5. TERM OF THE CONTRACT:-** The terms of the initial contract will be of one year. On the expiry of the contract or on its termination, the NRCC reserves the right to renew the contract on monthly basis on the terms and conditions that may then be mutually agreed upon. However, initially contract will be awarded only for 3 months and it will be extended for further period, if the service provided by the agency during initial period of 03 months is found satisfactory.

**6. MODE OF PAYMENT:-**

6.1 The agency shall submit monthly bills for the job performed during the preceding month on first working day of next month. The proof of contribution made for ESI, EPF and GST paid for the Manpower deployed by the Contractor at the NRCC are also to be deposited by the Agency/ Contractor within the stipulated time frame under the respective Act/Rules. The confirm Challans of the same shall immediate be submitted to NRCC along with next bill. The NRCC shall make payment through e-payment mode to the agency/contractor, in a reasonable period viz. 60 days after completion /fulfillment of all obligations by the Contractor/Agency. The delay or failure of completion /fulfillment of all obligations towards GST, ESI and EPF by the contractor may result in delay in payment of bills for which NRC on Camel will not be held responsible. Further such delay must not result in delay in payment to Manpower deployed by the Contractor.

6.2 Income tax as per rules will be deducted by the Centre from each monthly bill.

6.3 **The Contractor/Agency shall have to pay the monthly wages to his worker through electronic mode/e-payment through Bank only, on or before 07<sup>th</sup> of every month at his own resources failing which a penalty of Rs. 500.00 per day shall be imposed subject to maximum penalty of Rs. 5,000.00 in/for any calendar month. In case of three consecutive defaults, the Contract may be considered for cancellation. The Agency shall have to submit required monthly details/documents including Wages Register etc. to the Authorised Officer/Officers of NRCC, Bikaner for verification.**

Sign. of tenderer

7. **TERMINATION:-** This contract can be terminated by giving one months notice on either side and that any notice required to be served shall be sufficiently served on the parties if delivered to them personally or dispatched on the address herein given under registered post or through E-mail by the NRCC will have no responsibility for any loss/damage caused to them. In case of termination of this contract on its expiry or otherwise, the personnel deployed by the service provider shall not be entitled to and have no claim for any absorption in the regular/otherwise capacity in NRCC/Council. This also cannot be challenged through any court of law.
8. **LOSS AND/OR DAMAGES:** Any theft, damage or any kind of loss of property (movable or immovable) of NRCC occurred by the contractor or its deployed manpower or due to negligence of Contractor or its deployed manpower would be recovered from the Contractor and decision of the Competent Authority of NRCC shall be a binding on agency.
9. **SECURITY DEPOSIT:-** An amount of 10% of total contract value shall be deposited as security money/performance guarantee within two weeks from the award of contract to Agency/Contract. The security shall be refunded to the contractor after 60 days on satisfactory completion of the contract or adjusted against any damages or loss of property etc. caused due to the negligence of the personnel deputed by the agency. No interest will be paid on the security money deposited with the NRCC.
10. The selected Agency/Contractor has to execute an Agreement on Non-judicial Stamp paper of appropriate value, containing all terms/conditions etc. The tender is likely to be cancelled in case the conditions in the agreement are not fulfilled.
11. **The contractor is advised to have a complete survey of whole campus of NRC on Camel, Bikaner, for on the spot complete assessment of all the sites / location and field conditions, before offering rates of monthly service charge.**
12. The contractor has to attach the duly signed & stamped supporting documents with proper referencing as per the check list (Annexure-“Y”). No extra documents need to be attached with the tender form.
13. All documents to be furnished/attached with their Online Bid form by the Bidder must be signed and stamped by the bidder.
14. **ANY ACCIDENTAL DEATH/PERMANENT DISABILITY:**  
During the term of the contract if any accident occurred, the agency firm/contractor shall be responsible to pay Rs. 10.00 lakhs in the event of Death or permanent disability resulting from loss of both limbs; Rs. 7.00 Lakhs in the event of other permanent disability as compensation to the deployed labour by you as per the guidelines issued by Govt. of India/Council vide letter No. Admn. 22(6)2018-Estt.III dated 31.07.2018 and subsequent guidelines issued from time to time.
15. Any legal dispute arising out of this contract shall be within the Jurisdiction of Bikaner Court(s).

Sign. of tenderer

**FINANCIAL BID/ वित्तीय बिड****(The financial bid to be furnished online (Cover-2))**

The tender will remain open for acceptance up to 120 days from the date of opening of bid. The tendered rates will be valid for a period of one year from the date of acceptance of the rate.

To

**The Director,  
National Research Centre on Camel,  
Bikaner – 334 001**

I/we wish to submit our Tender for Annual Job Contract for services/job of outsourcing of Agriculture related Farm Labour Skilled, Semi-Skilled and Un-Skilled, etc. in the Office/Field/Estate/Agriculture Farm/Laboratories and different Units etc. at NRCC, Bikaner on the following rates of monthly service charge :-

Particulars	*Service Charge Per Month
<p>Monthly consolidated Rate of service charge offered for the Annual Job Contract for services/job of outsourcing of Agriculture related Farm Labour Skilled, Semi-Skilled and Un-Skilled, etc. in the Office/Field/Estate/Agriculture Farm/ Laboratories and different Units etc. at NRCC, Bikaner in accordance with the highest standards of Services and as per the terms and conditions specified in the Tender including current minimum wages prescribed by Govt. of India, contribution towards EPF and ESI, GST, Income Tax, Service Charges <b>as indicated at Annexure-A to this Tender Schedule -III</b> and all other labour, material, transportation, specially covered all acts &amp; taxes etc. as applicable from time to time.</p> <p><b>[Total 16 SKILLED POINTS/MANPOWER, 36 SEMI-SKILLED POINTS/MANPOWER, AND 20 UNSKILLED POINTS/MANPOWER [ALL FOR 26 DAYS IN A MONTH]</b></p>	<p>No need to fill here. To be filled on GeM in BOQ.</p>

1. In case the monthly consolidated charges is found less than the minimum monthly requirement of total minimum wages, employer contribution towards EPF, ESI etc., Service charges and GST, then my/our online bid may be treated as unresponsive in light of the provisions of office memorandum no. 29(1)2014-PPD Dated 28.01.2014 of Ministry of Finance, Govt. of India.
2. I/we agree to the forfeiture of the Earnest Money and Security Money deposited by me/us for this tender if I/we fail to comply with any of the terms & conditions in whole or in part as laid down in the Tender Document. I/We have carefully read the terms and conditions of the tender and agree to abide by these in letter and spirit.

**Note: \* Total of current monthly liability – sum of Sl. No. 10 of Annexure “A” attached to this schedule. However, any subsequent increase in statutory liability viz. Minimum Wages, ESI/EPF and taxes etc. and its consequential effect on EPF and ESI contributions and GST (if, any) shall be reimbursed to the contractor by NRCC, Bikaner. However no request for any increase in the fixed Monthly Service Charge (if it is not quoted in percentage), to be quoted and payable to the Contractor/Agency as per Annexure “A” attached to this Schedule to tender shall be entertained, considered and accepted by the NRCC, Bikaner on any ground and/or conditions whatsoever during the entire term of the contract.**

Signature.....

Authorized Signatory/Tenderer

Name, address and Seal of the agency with Phone No. \_\_\_\_\_



**Annexure 'A' to Schedule - III**

**Financial implication for Annual Job Contract for services/job of outsourcing of Agriculture related Farm Labour Skilled, Semi-Skilled and Un-Skilled, etc. in the Office/Field/Estate/Agriculture Farm/Laboratories and different Units etc. at NRCC, Bikaner.**

S.No.	Particulars	Un-skilled 20 points	Semi-skilled 36 points	Skilled 16 points
01	Minimum wages as prescribed by Govt. of India w.e.f. 01.10.2024 (Present Agriculture Farm Labour based Rates per day)	457.00	502.00	546.00
02	Monthly Liability for 26 days (Rupees)	457.00 X 26 = 11,882.00	502.00 X 26 = 13,052.00	546.00 X 26 = 14,196.00
03	EPF @ 13.00% (@ Rs. 15,000.00 being the maximum limit on part of employer vide EPFO notification No. Actuarial/18(2)2008/Vol.III/ 7738 dated 29.08.2014)	1,544.66	1,696.76	1,845.48
04	ESI @ 3.25%	386.16	424.19	461.37
05	Cost per point per month	13,812.82	15,172.95	16,502.85
06	GST if applicable	--	--	--
07	Total Cost	13,812.82 X 20 = 2,76,256.40	15,172.95 X 36 = 5,46,226.20	16,502.85 X 16 = 2,64,045.60
08	Grand Total of 07 (i) + (ii) + (iii)	2,76,256.40 + 5,46,226.20 + 2,64,045.60 = <b>10,86,528.20</b>		
09	GST (if applicable)	-----	-----	-----
10	*Monthly Service Charge to be quoted only through online on GeM by Bidder in BOQ	Rs.----- No need to fill here		
11	GST on Service Charge @ 18%	Rs.----- No need to fill here		
12	Total of Service Charge + GST (10+11)	Rs.----- No need to fill here		
13	Grand Total (08 + 12)	Rs.----- No need to fill here		

**Director, ICAR-NRCC reserves the right to reduce or terminate the period of contract or to extend its duration and may increase or decrease the manpower & working days at any time in the interest of the ICAR-NRCC, for any justifiable reasons not mandatory to be communicated to the contracting agency.**

\*To be quoted by the tenderer/bidder on monthly basis on GeM. Bidders (if, they wish) may quote their monthly service charge in percentage.

Note: 1. Number of Labour/Person and working days can be increased or decreased at any time on requirement basis with proportionate labour charges and no monthly service charge will be increase or decrease & it will be remain same. (if it is not in percentage).

Note: 2. Any subsequent increase or decrease in liability viz. statutory Minimum Wages, ESI/EPF and taxes etc. and its consequential effect on EPF and ESI contributions and GST shall be reimbursed to the contractor (or deduct from the contractor as the case may be) by NRCC, Bikaner. However no request for any increase in the Monthly Service Charge, to be quoted and payable to the Contractor/Agency as per above Schedule to tender, shall be entertained, considered and accepted by the NRCC, Bikaner on any ground and/or conditions whatsoever during the entire term of the contract.

Signature .....

Authorised Signatory/Tenderer  
(With Seal)

**(To be attested by Notary on a Non-Judicial Stamp Paper worth Rs. 100.00)**

**UNDERTAKING**

I/We have read and understood NRCC’s General Terms and Conditions contained in the application form. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any mis-representation of facts will render me/us liable to any action as may be deemed fit by ICAR - NATIONAL RESEARCH CENTRE ON CAMEL, BIKANER.

I/We do hereby also accept NRCC, Bikaner have the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to NRCC, Bikaner any changes in the condition or working of the firm.

It is certified that we have not been blacklisted by any organization of Government of India including Central Vigilance Commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize NRCC, Bikaner to approach individuals, employees, firms and corporations to verify our competence and general reputation.

Signature:.....

Name:.....

Designation:.....

Stamp.....

Address:.....

.....

.....

.....

Mobile:.....

Place: .....

Date: .....

**Annexure-“Y”****Check list of duly signed & stamped documents to be submitted by the Tenderer with Online Technical Bid**

Name of Bidder: \_\_\_\_\_

S. No.	Documents required & submitted*	Yes/No	Page No.
1	Scanned copies of Registration certificate of the firm		
2	Scanned copies of confirmed EPF & ESI Number certificate of the agency issued by appropriate authority.		
3	Scanned copy of Valid registration certificate issued by National Small Industries Corporation (NSIC/MSME) of relevant category, if, applicable.		
4	Scanned copies of GST Registration Certificate of the agency issued by appropriate authority.		
5	Scanned copies of PAN Certificate of the firm issued by appropriate authority.		
6	Scanned copies of The selected Agency/Firm must have a registration with the Contract Labour (Regulation and Abolition) Act. 1970. The contractor shall have to obtain the labour license under this act after award of contract by NRCC.		
7	Scanned copies of Firm Should have continuous work experience of last 3 years (2021-22, 2022-23 & 2023-24) in the field of providing services in Central Govt. establishments/Autonomous bodies of Govt./Corporation of Govt. of India/ reputed public or private organizations. The firm should have executed atleast one annual job contract of minimum value of Rs. 10.00 Lakhs during last 03 years. (Name and address of client departments may be indicated in chronological order in Point 13 below and supporting documents may be attached in said manner)		
8	Scanned copies of Latest confirmed ESI/EPF Challan for ascertaining the Number of Labour has to be attached.		
9	Scanned copy of valid Latest Bank Solvency certificate for Rs. 10.00 Lakhs to be attached. The Bank solvency certificate should not be more then six month old.		
10	Scanned copies of Minimum turnover of the firm should not be less than Rs. 25.00 Lakhs for each year during last 3 years. Balance sheet of the firm/agency for last 3 years (2021-22, 2022-23 & 2023-24) duly certified by the chartered accountant is attached.		
11	Scanned copy of an undertaking duly attested by Notary on a non-judicial stamp paper of value of Rs. 100.00 (Rupees One Hundred Only) regarding their non-blacklisting by any of the Govt. department, Public Sector Undertakings and /or by Central Vigilance Commission during the last three years. (As per Annexure-X/page No. 16)		

13. Detail of the continuous work experience of last 3 years/work done (with at least one annual contract of minimum value of Rs. 10.00 Lacs)

Sl. No.	Name of Client Deptt. / Organization & Name of Contact person with Ph. No.	Period		No. of staff	Total value of the contract
		From	To		
1.					
2.					
3.					
4.					

I/we undertake that scanned copies of all the above documents/information have been attached (except S.No.07) with the Online Technical Bid. Incase any document/information is not found in my/our online bid OR found incomplete or invalid, then the NRCC, Bikaner is free to reject my/our online bid for which the Bidder shall be wholly responsible.

Authorized Signatory

**Bid Security Declaration form**

**(To be give on company/firm’s Letter Head by those who are entitled for exemption from bid security)**

Date : .....

Tender No: .....

I/We accept that I/We may be disqualified from bidding for any contract with you upto 31.12.2025, if I/We am/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, of required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instruction to bidders.

I/We understand the Bid Security Declarations shall cease to be valid if I/We am/are not the Successful bidder, upon the earlier of (i) the receipt of your Notification of the name of the successful Bidder, or (ii) thirty 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 Security Declaration)

Name..... (Insert complete name of person signing the Bid Security Declaration)

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

Dated on..... Day of.....2024 (Insert date of signing)

Corporate seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submit the bid)



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5563559  
Dated/दिनांक : 30-10-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	21-11-2024 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	21-11-2024 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Agriculture And Farmers Welfare
Department Name/विभाग का नाम	Department Of Agricultural Research And Education (dare)
Organisation Name/संगठन का नाम	Indian Council Of Agricultural Research (icar)
Office Name/कार्यालय का नाम	National Research Centre On Camel, Bikaner
Item Category/मद केटेगरी	Manpower Outsourcing Services - Minimum wage - Unskilled; Not Required; Others , Manpower Outsourcing Services - Minimum wage - Semi-skilled; Not Required; Others , Manpower Outsourcing Services - Minimum wage - Skilled; Not Required; Others
Contract Period/अनुबंध अवधि	1 Year(s)
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid

**Bid Details/बिड विवरण**

<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Arbitration Clause</b>	No
<b>Mediation Clause</b>	No

**EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	350000

**ePBG Detail/ईपीबीजी विवरण**

Required/आवश्यकता	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

DIRECTOR

National Research Centre On Camel, Bikaner, Department of Agricultural Research and Education (DARE), Indian Council of Agricultural Research (ICAR), Ministry of Agriculture and Farmers Welfare (Icar Unit-nrcc, Bikaner)

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder

is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

#### **Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Scope of work & Job description:**[1730284322.pdf](#)

**Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:**[1730284341.pdf](#)

#### **Pre Bid Detail(s)**

<b>Pre-Bid Date and Time</b>	<b>Pre-Bid Venue</b>
05-11-2024 11:00:00	ICAR NRCC BIKANER

#### **Manpower Outsourcing Services - Minimum Wage - Unskilled; Not Required; Others ( 20 )**

#### **Technical Specifications/तकनीकी विशिष्टियाँ**

<b>Specification</b>	<b>Values</b>
<b>Core</b>	
Skill Category	Unskilled
Educational Qualification	Not Required
Type of Function	Others
List of Profiles	Labour Agriculture
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA

Specification	Values
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Designation	unskilled

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता



S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajesh Chaudhary	334001,ICAR-National Research Centre on Camel, Jorbeer, Post Bag No.07	20	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 457</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.27</li> <li>• EPF Admin Charge (INR per day) : 2.27</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 14.85</li> <li>• Provident Fund (INR per day) : 54.84</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Not Required; Others ( 36 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Semi-skilled

Specification	Values
Educational Qualification	Not Required
Type of Function	Others
List of Profiles	Labour Agriculture
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Designation	semi skilled

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajesh Chaudhary	334001,ICAR-National Research Centre on Camel, Jorbeer, Post Bag No.07	36	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 502</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.51</li> <li>• EPF Admin Charge (INR per day) : 2.51</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 16.31</li> <li>• Provident Fund (INR per day) : 60.24</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Manpower Outsourcing Services - Minimum Wage - Skilled; Not Required; Others ( 16 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Skill Category	Skilled
Educational Qualification	Not Required

Specification	Values
Type of Function	Others
List of Profiles	Labour Agriculture
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
<b>Addon(s)/एडऑन</b>	
<b>Additional Details/अतिरिक्त विवरण</b>	
Designation	skilled

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Rajesh Chaudhary	334001,ICAR-National Research Centre on Camel, Jorbeer, Post Bag No.07	16	<ul style="list-style-type: none"> <li>• Minimum daily wage (INR) exclusive of GST : 546</li> <li>• Bonus (INR per day) : 0</li> <li>• EDLI (INR per day) : 2.73</li> <li>• EPF Admin Charge (INR per day) : 2.73</li> <li>• Optional Allowances 1 (INR per day) : 0</li> <li>• Optional Allowances 2 (INR per day) : 0</li> <li>• Optional Allowances 3 (INR per day) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• ESI (INR per day) : 17.74</li> <li>• Provident Fund (INR per day) : 65.52</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**

**1. Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

## 2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1.	Scanned copy of Registration Certificate of the firm
2.	Scanned copy of EPF & ESI Number Certificate of the firm issued by appropriate authority.
3.	Scanned copy of Valid registration Certificate issued by National Small Industries Corporation (NSIC/MSME) of relevant category, if, applicable.
4.	Scanned copy of GST Registration Certificate of the firm issued by appropriate authority.
5.	Scanned copy of PAN Certificate of the firm issued by appropriate authority.
6.	Scanned copy of the selected Agency/Firm must have a registration with the Contract Labour Regulation and Abolition Act. 1970. <u>The Contractor shall have to obtain the Labour License under this Act after award of contract.</u>
7.	Scanned copy of Proof/Certificate(s) of last three years (2021-22, 2022-23 & 2023-24) continuous work experience of Bidder/firm in the field of outsourcing Job/Services in Central Govt. establishments/Autonomous bodies of Govt./Corporation of Govt. of India/reputed public or private organizations. The Bidder firm should have at least one annual job contract of minimum value of Rs. 10.00 Lakhs during last 03 years. <i>(Name and address of client departments may be indicated in chronological order and supporting documents may be attached in said manner given in Page 09/Para-17 of Tender Document.)</i>
8.	Scanned copy of Latest confirmed ESI/EPF Challans for ascertaining the number of Labourer has to be attached.
9.	Scanned copy of Certified copy of valid latest Bank Solvency certificate for Rs. 10.00 Lakhs to be attached. <b>The bank solvency certificate should not be more than six months old.</b>
10	Scanned copy of Minimum turnover of the firm should not be less than Rs. 25.00 Lakhs in each year during last 3 years. Balance sheet of the firm/agency for last 3 years (2021-22, 2022-23 & 2023-24) duly certified by the chartered accountant is to be attached.

11	Scanned copy of an undertaking in Annexure - "X" attached with bid document duly attested by Notary on a non-judicial stamp paper of value of Rs. 100.00 (Rupees One Hundred Only) regarding their non-blacklisting by any of the Govt. department, Public Sector Undertakings and /or by Central Vigilance Commission during the last three years.
12	<b>Scanned copy of Other Documents as per eligibility criteria (para 4/page 12 of Bid Document) and also as per Annexure-"Y"/Page-17 of Tender Document.</b>

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

**---Thank You/धन्यवाद---**