



GMDC GRAMYA VIKAS TRUST

C/o. GUJARAT MINERAL DEVELOPMENT CORPORATION LTD

(A Govt. of Gujarat Enterprise)

CIN :L14100GJ1963SGC001206

GST :24AAACG7987P1ZT

TENDER NO. :6/MANDVI/SSKVM/HOUSE KEEPING WORK/2021

**ANNUAL CONTRACT FOR TWO YEARS FOR UPKEEPING,CLEANING ,
HOUSEKEEPING WORK AT SHRI SHAMJI KRISHNA VARMA MEMORIAL
AT VILLAGE: MASKA, TAL: MANDVI, DIST: KUTCHH**

TECHNICAL BID-I

GMDC GRAMYA VIKAS TRUST

**Khanij Bhavan, Near University Ground, 132 feet Ring Road
Vastrapur, Ahmedabad-380 052**

Phone : (079) 27913200, 27913501 Fax No : (079) 27911540

Email: civil@gmdcltd.com Website: www.gmdcltd.com



NOTICE INVITING TENDER

e-TENDER NOTICE

GMDC GRAMYA VIKAS TRSUT (GMDC-GVT) invites e-Tender from reputed bidders for the Annual Contract for a period of Two years for work of Up keeping , Cleaning and Housekeeping for Shri Shamji Krishna Verma Memorial located at Village- Maska, Tal: Mandvi, Dist- Kutchh .

Sr.no	Description	Details
1	e-Tender No.	6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021
2	Name of Work	Annual Contract for a period of Two years for work of Upkeeping , Cleaning and Housekeeping for Shri Shamji Krishna Verma Memorial located at Village- Maska, Tal: Mandvi, , Dist- Kutchh .
3.	Location of the Project	At Shri Shyamji Krishna Verma Smark located at Village- Maska, Tal: Mandvi, ,Dist- Kutchh
4	Total Estimated Cost (For two years)	Rs.30,38,820/--
5	Tender processing fee (Non Refundable)	Rs: 1770/--- by D.D.-DD should be in favour of GMDC GRAMYA VIKAS TRUST , payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time(except Co-Operative Bank) in the form and manner acceptable to the GMDC GRAMYA VIKAS TRUST,AHMEDABAD . Note: Tender processing fee is including GST at 18 %. Bidder should mentioned their GST number in forwarding letter to get the benefit of input tax credit
6.	Earnest Money	Rs: 30,500/- -By D.D. should be in favour of 'GMDC GRAMYA VIKAS TRUST , payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time(except Co-Operative Bank)in the form and manner acceptable to the GMDC. It is to be enclosed along with technical bid only; failing which tender will not be considered as a valid tender. NOTE: EMD submitted by way of any other instrument other than DD and /or for an amount less than the prescribed amount , the bid will be summarily rejected.
7.	Security Deposit	5 % of contract value (including EMD) in form of D.D. DD should be in favour of 'GMDC GRAMYA VIKAS TRUST "payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time(except Co-Operative Bank) It should be submitted within 15 days from the date of issuance of LOI.



8	Retention Money	Retention money deposit will be deducted from every RA bill @ 5 % of the value of the work amount, which will be released after one month from completion of the work.
9	Contract Period	24 Months
10	Last Date and time for Downloading of Tender document.	Dt- 28/6/2021 up to 18.00 hours
11	Last date and time for On line submission of tender.	Dt- 28/6/2021 up to 18.00 hours
12	Last date for Submission of Tender processing fee, EMD and Supporting doc. for Tech. bid during office hours in person.	Dt- 29/6/2021 up to 18.00 hours Note: The tender documents submitted after due date will not be considered for scrutiny and outright rejected.
13	Date and time for opening of Technical bid	Dt- 30/6/2021 at 15.05 hours
14	Validity of Offer	180 days after opening of Price bid

1. **In case of any discrepancy, the tender notice (NIT- Notice Inviting Tender) published on website "nprocure.com" shall prevail.**
2. GMDC-GVT reserves the right to cancel the tender at any stage of tender process or reject any or all the tenders without assigning any reason thereof. GMDC-GVT reserves the right to split the work between more than one bidder.
3. Tender received without Tender processing fee and E.M.D. will be summarily rejected.
4. The bidder shall have to enclose the D.D. of Tender processing fee and E.M.D. amount in the sealed technical bid cover without fail. If demand drafts are not enclosed in the sealed technical bid cover then the tender will not be considered for scrutiny and will be summarily rejected.
5. Bidder registered either in DGS & D, SSI, and NSIC or in the Central/ State Govt. or Central / State Govt. undertaking is not exempted by GMDC-GVT for paying EMD, Security Deposit , Tender Processing fee etc. As well as no price preferences over the quoted rate will be considered.
6. Tender is in three bid system, i.e. PQ bid, Technical Bid and Price Bid. First the PQ bid and Technical bid will be opened .The same will be scrutinized by the GMDC and price bid will be opened only for those bidders, who qualify themselves in Technical bid.
7. The bidder is required to quote the rate strictly as per the terms and conditions mentioned in the Tender document. The conditional tender or tender submitted for part items will not be considered and shall be liable for outright rejection. If for any item, rates are not quoted or quoted with 'zero' then tender of same bidder may be summarily rejected.



8. It is advisable to visit and inspect the location of work where work is required to be executed. Bidder has also to understand feasibility and other factors of works which will be related to and may affect the works before quoting the rates. After that nothing will be taken in consideration
9. The tender documents submitted after due date will not be considered for scrutiny and summarily rejected.
10. Tenders will be considered only of those bidders having Provident Fund Number received from Regional Provident Fund Commissioner's office, GST no. and permanent Account Number of Income Tax and qualified as per Pre qualification criteria/bid.
11. Tender documents are only available in Electronic form. The bidder should submit all the forms electronically only.
12. Bidders who wish to participate in this tender will have to register on <https://gmdc.nprocure.com>. Further bidders who wish to participate in online tenders will have to procure Digital Certificate as per information technology Act 2000 using which they can sign their electronic bids. Bidder can procure the same from (n) code solution- a division of GNFC Ltd, who are licensed Certifying Authority by Govt. of India and they will assist them in procuring the same at below mentioned address. Bidders who already have a valid Digital certificate need not procure a new Digital Certificate.

(n) Code Solution
A division of GNFC
304, GNFC Infotower, Bodakdev,
Sarkhej- Gandhinagar highway,
Ahmedabad- 380 054
Toll Free- 1-800-419-4632
Fax: =91 79 40007533, E-mail: nprocure@ncode.in

GMDC GRAMYA VIKAS TRUST
C/o. Gujarat Mineral Development Corporation Ltd.
"Khanij Bhavan", Gujarat university ground, 132 ft. Ring road,
Vastrapur, Ahmedabad-52
TEL: +91-79-27913200,27912747,27911454
EMAIL:csr@gmdcltd.com



M/s. GMDC GRAMYA VIKAS TRUST , Ahmedabad (hereinafter referred to as GMDC-GVT invites e- tenders for the subject works from experienced and financially sound contractor, who are in the field of Housekeeping works including cleaning, up keeping activities and other works for Shree Shyamji Krishna Verma Memorial premises at Maska, Mandvi and to maintain dust free / odorless environment of the premises with all man power, materials and consumables, all Govt. taxes (excluding GST), tools, tackles etc. This tender is in three bid evaluation system - Part I , II & III. Part I - Preliminary Bid, Part II Technical and Part III - Price Bid.

Name of Work : Annual Contract for a period of Two years for work of Up keeping , Cleaning and Housekeeping for Shri Shamji Krishna Verma Memorial located at Village- Maska, Tal: Mandvi, Dist- Kutchh .

The total estimated cost of proposed work is approximately Rs. 30,38,820/- for two years, including cost of all materials , consumable, man power, tools, tackles machineries, equipment, mobilization , de mobilization , safety measures , transportation ,all applicable cess, levies , duties , royalty, professional tax , turn over tax , all other taxes etc. as per Government rules but excluding of GST , to complete the work in all respect.

Brief Scope Of work :

Up keeping, cleaning and Housekeeping works of SSKVM Memorial and its premises by applicable Methodology as per different Items, works frequencies as per BOQ as mentioned in Tender document . For carry out this work you will deploy Sufficient required manpower as well as deploy supervisors to carry out day-to-day supervision as per satisfaction of Person in charge. Following area to be cleaned ,

- (1) Viranaji Bhavan
- (2) Exhibition Gallery
- (3) Maharshi Dayanand Saraswati Square
- (4) Senior citizen corner
- (5) Security cabin
- (6) ADM and VIP area
- (7) Electrical room
- (8) Pantry
- (9) Kitchen
- (10) Store
- (11) Cafeteria
- (12) Toilet blocks/ wash room
- (13) Open Air Theatre



Chapter -I **INSTRUCTIONS TO THE BIDDERS:**

Bidders are advised to read the instructions, evaluation norms and other terms and conditions described in these documents under different Chapters carefully before submitting their offer. In case of any doubt they may contact G.M.(CSR) at the head office of the GMDC-GVT at Ahmedabad.

THE TENDER & THE OFFER:

It is a three-bid system. The bid is required to be submitted on line at <https://www.nprocure.com> by the date and time prescribed in the tender notice as under:

Part - I Preliminary Bid

The DD details to be mentioned in on line where as tender processing fee and EMD to be submitted physically as per tender notice at GMDC-GVT office at Ahmedabad.

Part - II Technical bid

Technical bid documents are to be submitted off line. However, the documents required to be submitted in support of experience, financial position, status of the bidder, machinery and equipment owned by the bidder etc. as well as tender processing fee and EMD in the desired form shall be placed in sealed cover super-scribed "TECHNICAL BID, Tender No. , and Name of work", should be submitted separately at Corporate Office, Ahmedabad before stipulated time. During scrutiny of the Technical bid, if any shortfall details/ documents are observed , the same may be asked by mail or other means , then the same will have to be submitted within due date and time, otherwise bid will not be considered for further evaluation .

Part - III Price-bid

- To be submitted only on line before the stipulated time.

Opening of bids

- a. **Preliminary bids will be opened after verification of receipt of payment towards Tender processing fee and EMD.**
- b. On verification of the supporting documents for technical qualification, the qualified bidders will be communicated the date and time of on line opening of price bids by telephone or email. However, all the bidders will be able view the price bids online.

Bidder shall have to qualify as per qualification criteria of this tender document for the work under reference. Bidder shall submit the required supporting documents relevant to qualification criteria for technical evaluation of the bid.

Tender Documents are uploaded on website of n-procure and GMDC.

If required, inspection visit will be made by GMDC GRAMYA VIKAS TRUST for job of similar nature / construction work executed by the bidder.



If two bidders become L1, then the preference will be given to the bidder who have higher average annual turn over of last five financial years ended on 31/3/2020

Decision of the GMDC GRAMYA VIKAS TRUST regarding pre- qualification based on the documents furnished by the bidders will be final and binding to all the bidders and no correspondence will be entertained from any of the bidders in this regard.

The bidder who have earlier been awarded contract by GMDC OR GMDC-GVT for any job which either they did not accept or have abandoned or contract has been terminated by the GMDC OR GMDC GRAMYA VIKAS TRUST for breach of conditions , shall not be eligible to participate in the tender.

GMDC GRAMYA VIKAS TRUST is entitled to ask the contractor to discontinue any work which does not meet the expected and/or specified standards and for which no compensation shall be payable to the contractor .

The successful Bidder will have to enter into an agreement with the GMDC GRAMYA VIKAS TRUST on a non judicial stamp paper of Rs.300/- (to be provided by the successful Bidder) in the form approved by the GMDC covering all terms and conditions interlaid that are advertised and stated in this tender form and those which may be agreed upon or modified by both parties during subsequent correspondence / discussions / negotiations within 30 days of acceptance of Letter of Intent (LOI).

Corrigendum:

Corrigendum are the part of the tender Document.

Corrigendum if any shall be uploaded on the website <https://gmdc.nprocure.com> only. Please note that there is no provision to take out the list of parties downloading the tender document from the above referred website. As such Bidders are requested to see the website from time to time before due date of submission of bid to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related corrigendum, if any, will be that of the downloading parties. No separate intimation in respect of corrigendum will be sent to Bidders who down loaded the tender document from the website as information in this respect will not be available to websites.



CHAPTER- II
Instruction to Bidders for Online Tendering

Further details of this tender are as under

1.0	Particulars: Tender No-6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021 Annual Contract for a period of Two years for work of Up keeping , Cleaning and Housekeeping for Shri Shamji Krishna Verma Memorial located at Village- Maska, Tal: Mandvi, Dist- Kutchh .
2.0	Down loading of Tender Documents
2.1	Bid document will be available on web site up to date shown above in NIT
2.2	Bidders who wish to participate in this tender will have to get them self-registered on web site https://nprocure.com
3.0	Digital Certificate
3.1	Bidders who wish to participate in on line tender will have to procure / should have legally valid digital Certificate as per Information Technology Act, 2000 using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or can contact (n) Code solutions- a division of GNFC Ltd, who are licensed certifying Authority by Govt. Of India
3.2	All bids should be digitally signed. For details regarding digital signature certificate and related training involved, the below mentioned address should be contacted
3.3	(n) Code Solution A division of GNFC (n) Code Solution ,A division of GNFC ,304, GNFC Infotower, Bodakdev, Sarkhej-Gandhinagar highway,Ahmedabad- 380 054, Toll Free- 1-800-419-4632,Fax: =91 79 40007533, E-mail: nprocure@ncode.in
3.4	Bidders who already have a valid Digital certificate need not procure a new digital certificate.
4.0	On line Submission of Technical & Price Bid
4.1	After submission of the bid as per schedule date & time, bidder cannot edit their offer submitted in any case.



4.2	Bidders shall submit their offer, i.e. Technical bid as per clause 5.1 of this chapter and Price bid in Electronic format online only on above mentioned website on or before date and time shown above after Digitally signing the same.
4.3	Offers submitted without digital signature will not be accepted
4.4	Price bid in physical form will not be accepted in any case and bid submitted shall be summarily rejected .
5.0	Submission of Tender Processing Fees and other Documents .
5.1	Bidder shall have to submit DD for Tender processing fee, EMD and other documents as mentioned above in physical form so as to reach on date shown above, during office hours to Sr. Manager(Civil), Civil Department, GMDC Limited 'Khanij Bhavan' , 132'Ft ring road, Nr. University Ground, Vastrapur, Ahmedabad- 380 052 in person only . Note: The tender documents submitted after due date will not be considered for scrutiny and will summarily be rejected.No claim of whatsoever in nature shall be entertained by GMDC GRAMYA VIKAS TRUST in this regard.
5.2	Bidder has to submit the documents as said in 5.1 above and no other condition in any form shall be considered at all, at the time of evaluation of the tender, i.e. the bidder shall have to submit unconditional offer without differing from any of the tender condition.
6.0	Opening of Tender
6.1	Opening of bid documents will be held on Date & time shown as per NIT , in the office of GMDC Ltd, Sr. Manager(Civil), Civil Department, at 'Khanij Bhavan' , 132'Ft ring road, Nr. University Ground, Vastrapur, Ahmedabad- 380 052 .
6.2	After completion of Technical scrutiny, price bid of only qualified bidders would be opened online who are found to be substantially responsive
7.0	Contacting Officer
7.1	Further details / clarification , if any required, will be available from - Sr. Manager(Civil), GMDC Ltd, , Civil Department, at 'KhanijBhavan', 132'Ft ring road, Nr. University Ground, Vastrapur, Ahmedabad- 380 052 Ph no. 079- 2791 3200
7.2	In case bidder needs any clarification /assistance or if training required for participating in online tender , they can contact at following office
7.3	(n) Code Solution-A division of GNFC-301, GNFC Infotower, Bodakdev,Ahmedabad- 380 054Tel: +91 26857316/17/18, Fax: =91 79 26857321 E-mail: nprocure@ncode.in Mobile: 9327084190 , 98985889652
8.0	General Instructions:

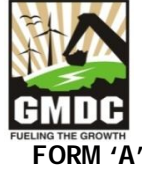


8.1	The Tender processing fees submitted will not be refunded under any circumstances
8.2	EMD in the form specified in tender document only shall be accepted.
8.3	Tender without Tender processing fees, earnest money deposit (EMD) and which do not fulfil all or any of the condition or submitted incomplete in any respect will be rejected.
8.4	Bidders approved either by the Central/ State Govt. or Central / State Govt. undertaking is not exempted by GMDC for paying EMD , SD, Tender Processing fees etc.
8.5	Conditional tender shall not be accepted.
8.6	This tender notice shall form a part of tender document
8.7	Bidders are advised to read carefully the "Instruction for Bidders" and :eligibility criteria" contained in the tender documents
8.8	The website address for E-Tender is https://www.nprocure.com and www.gmdcltd.com
8.9	Free training camp for bidders will be organized on every Saturday between 1.0 to 5.00 p.m. at (n) code solution, A division of GNFC , 301, GNFC Infotower , Bodakdev, Ahmedabad - 380 054 . Bidders are requested to take the benefit of the same.
8.10	Bidders are requested to quote rates as per the terms and conditions mentioned in the Tender Document. Tender submitted for part items will not be considered and will be rejected.
8.11	Bidders have to do this work strictly according to the drawings and specifications provided by GMDC and which together with general conditions, technical specifications, bills of quantities and contract agreement , will be called "Documents of Contract"
8.12	The Contractor shall enter in to an agreement with the GMDC GRAMYA VIKAS TRUST , on a stamp paper of Rs. 300/- which will be provided by the contractor , in the form approved by the GMDC covering all terms and conditions within 30 days of acceptance of LOI.



Check List of Documents Enclosed With Tender

Sr. No.	Particulars	Declaration (Strike out whichever is not applicable)
1	Check list of documents in the prescribed proforma submitted or not?,	Yes / No
2.	Tender Processing Fees and Earnest Money deposit paid for the value as indicated in Notice Inviting Tender . Filled on online details, DD submitted in hard copy with technical bid	Yes / No
3.	Related technical information Formats enclosed-dully filled in and signed along with all required enclosures , complete as per Instruction to bidder	Yes / No
4	Documents /details as per Status of the Bidder, with documentary proof	Yes / No



STRUCTURE AND ORGANIZATION

Following details are required to be furnished with documents to qualify in Technical bid for the tender work

Sr no	Item	Details
01	Name and address of Entity.	
02	Phone no,	
	Mobile No. (Mobile no to be mentioned mandatory)	
	E mail ID, (E mail ID to be mentioned Mandatory)	
	Website	
03	Name Of contact Person (To be mentioned Mandatory)	
04	Whether Proprietorship /partnership/ Pvt ltd / Limited co or any other along with documentary evidence to be attached	Yes/ No
05	Please confirm on awarding the work , you will take the registration certificate as per statutory requirement under contract labour laws	Confirmed Yes or No.
06	Number of years of experience in /Similar nature of work	From _____ (total) years
07	Income tax PAN Registration No Copy [Copy to be enclosed]	Mentioned & Copy attached Yes/ No
08	GST No.. (Copy to be attached)	Mentioned & Copy attached Yes/ No
09	Whether Registered under composite scheme	Yes/No



10	Attached proof of filing GST returns on regular basis of last one year.	Attached /Not Attached
11	Provident Fund Registration Number - Copy to be attached	Mentioned & Copy attached Yes/ No
12	Payment Terms	Accepted Yes/No
13	Income Tax Deduction Taxes will be deducted as per prevailing Government rules from the monthly bill	Agree Yes/No
14	Validity of offer	-Accepted Yes/ No
15	Work completion period as per NIT-	-Accepted Yes/ No
16	Liquidated Damages clause - Liquidated damages for the work delayed /non completion/ non performance of the works will be imposed as mentioned in Tender documents .	Accepted - Yes/No
17	Rates/Charges -Rates / charges should be firm and fixed till the completion of work. Quoted rates includes all man power, required material, safety measures, PF contribution, all taxes,(Excluding GST).No rate escalation will be allowed during tenure of contract on any account.	- Accepted Yes/No
18	Please Indicate the details of arbitrations/legal proceeding in last ten years of Your entity . If Your entity have not any arbitration/legal proceeding in last Ten years then mentioned "No" in your letterhead and If your entity has any arbitration/legal proceeding than mention details on your entity's letterhead .	Submitted on letter head mentioning No or YES as applicable Yes / No



19	Deviation sheet attached-Deviation sheet to be attached by the bidder mentioning any deviation in technical & commercial. If there is no deviation then with ,No deviation sheet ,submitted on letter head of the bidders	Deviation sheet mentioning NIL or with deviation on your letter head submitted Yes/ No
20	Declaration I &II sheet - Attached-Declarations in prescribed format on letter head of the bidder	Declaration -I &II as per tender typed on your letter head submitted Yes/ No
21	Any new structure /Building constructed during the contract period , the same shall be attended as per the contract by the bidders- condition accepted	Yes/ No
22	Affidavit regarding the Genuineness of documents (formate) on Rs.300/- non Judicial stamp paper submitted or not	As per format of tender on Rs.300/- stamp paper submitted Yes/No



Sr no	Item	Details		
01	<p>Turnover during last Five years</p> <p>Bidder should have Annual Turn over of any one of the last five financial year updated to the current Financial year more than Rs. 15.00 lakhs .</p> <p>(Bidder should provide CA certificate for confirming turnover -(Escalation/ Enhancement factor mentioned in tender)</p>	<p>Year</p> <p>2020-21-base yr</p> <p>2019-20</p> <p>2018-19</p> <p>2017-18</p> <p>2016-17</p> <p>2015-16</p>	<p>Turnover In Rs.</p>	
02	<p>Name of the company for whom work carried out during last five years with copy of orders and satisfactory job completion certificates.</p> <p>(2015-16 to 2019-20)</p> <p>Similar works means Housekeeping , Up keeping and cleaning works etc.</p>	<p>At least one similar satisfactory single work completion certificate of Client / work order of i.e. having completion cost not less than Rs. 6.0 lakhs , updated to the current year .(Escalation/ Enhancement factor mentioned in tender)</p> <p>Such work must have been completed with in last five financial year</p> <p>NOTE: Experience as a sub-contractor shall not be considered for technical evaluation</p>		
Sr no	Name Of Client /Nature of work	Work Order No	Date of commencement and date of completion	Value. In Rs.
03	<p>Details/List of Equipment /tools, tackles related to above work, available with the bidder or at your work site mentioned and certified on letter head of the bidder All required tools, tackles can be made available at work site. - To be attached in technical documents</p>	<p>Attached /Not attached</p>		



04	Details/List of Numbers of employees, Supervisory, office administration side, skilled and semi skilled worker , to be proposed to be deployed for this work site mentioned and certified on your letter head - To be attached in technical documents	Attached /Not attached
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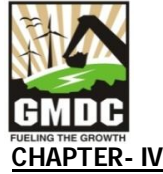
Escalation Factor:

Following enhancement factors will be applied to annual turn over and completion cost of work to bring them to the base year. The current Financial year in which bid is invited shall be considered as the base year .

Year	Financial Year	Enhancement Factor
Base (Year of Inviting tender)	2020-21	1
1	2019-20	1.1
2	2018-19	1.21
3	2017-18	1.33
4	2016-17	1.46
5	2015-16	1.61

Note:

- 1) It is Mandatory to submit all the details as asked in form-B.
- 2) Decision of GMDCGRMYA VIKAS TRUST regarding the technical qualification is final and binding to all the Bidders and no correspondence will be entertained in this regard .
- 3) It is desirable to furnish all information with necessary documents.
- 4) The above details supported by last financial year Balance sheet / Profit &Loss account etc. must be audited by the chartered accountant if CA certified turn over not submitted. However Please note CA certified turn over is mandatory
- 5) Affidavit regarding genuineness of documents should be submitted as per format on stamp papers.
- 6) Submission of false or incorrect information , reports of un professional conduct amongst other things shall be sufficient grounds for dis qualification in technical bid.



GENERAL CONDITION OF TENDER

1. Any conditional Tender will not be entertained and will be out rightly rejected.
2. It is advisable to visit and inspect the location of work where work is required to be executed. Bidder has also to understand feasibility and other factors of works which will be related to and may affect the works before quoting the rates. After that nothing will be taken in consideration.
3. The Contractor shall have to start the work within 15 days from the date of Letter of Intent and submit the Security Deposit as per LOI. In case of non-compliance with the above condition, the necessary action may be taken including forfeiture of EMD but not limited to termination of the contract and in that case GMDC GRAMYA VIKAS TRUST may take necessary decision and debar the bidder for period as per GMDC GRAMYA VIKAS TRUST discretion. This debarment shall be applicable in respect of participation in tender of all sister concerns/company/trust/group/consultancy firm etc of GMDC.
4. The contract shall be the item rate contract. The rate quoted is inclusive of all labour and material required for the work exclusive of GST.
5. Bidders are expected to quote competitive and workable rates. The bidder is required to quote the rate strictly as per the terms and conditions mentioned in the Tender document. The conditional tender or tender quantity submitted with part items will not be considered and shall be liable for outright rejection. If for any item/ items, quoted with zero (0) rate then it will be assumed that, bidder has not quoted the rates for this item / items and tender of same bidder may be summarily rejected and submitted EMD will be forfeited
6. The Scope of Work under this tender is inclusive of all kinds of labour, requisite materials to complete the work in all respect. In the event of missing of above phrase in the description of schedule of quantities, the same will not mean that materials and / or labour will be supplied by GMDC GRAYA VIKAS TRUST .
7. Quantity mentioned in schedule of quantities against each item is only for guidance to quote the rate and no claim will be entertained on either increase or decrease in the quantity to complete the work in all respect. For increased quantity no escalation will be considered and no charges will be paid for all resources provided for this increased work. The quantity in "Bill of Quantities" are estimated quantities and actual quantity as executed becomes payable at finalized rate.
8. In case the quantities increase or decrease to any extent, the finalized rates as mentioned in contract will hold good and no escalation in rates will be allowed on any account. The finalized rates shall remain valid till completion of the works .
9. During the contract period, GMDC GRAMYA VIKAS TRUST may discontinue the awarded work at any stage without assigning any reason thereof or GMDC GRAMYA VIKAS TRUST reserve the right to discontinue the awarded work at any stage without assigning any reason thereof with a notice period of one month. In that case GMDC GRAMYA VIKAS TRUST will close the contract and no payment on any account shall be entertained from the date of clouser of the contract. In any case no claim will be entertained from the date of discontinue of work for the above by GMDC. In that case GMDC GRAMYA VIKAS TRUST will finalise the contract work as per executed up to that period and GMDC will



not pay for the balance works as mentioned in BOQ as well as no payment will be considered for deployed manpower, idle machineries, tools, tackles, manpower etc.

10. The total cost of actual executed work (of all tender items together) varies beyond $\pm 10\%$ of the cost of the estimated work mentioned in Work order, even if the quantities increase or decrease to any extent, the present rates as mentioned will hold good and no price escalation will be allowed. The quoted rate shall remain valid till completion of works. GMDC will not be liable to pay any compensation or any additional cost in case of work is reduced or abandoned at any point of time.
11. (a) The rate of particular same item appearing in more than one schedule shall be the same. If the Bidder quotes different rates for an item appearing in more than one schedule, the rate lowest amongst the quoted rate shall be considered /applicable for payment of that item.
- (b) The price bid contains separate quantity for each structure/item/activity/work in all the items and bidders has to quote the same rate for each structure/item/activity/work. If bidder quote the different rates for same item for different buildings, than the lowest rate of the particular item shall be considered for evaluation.
12. The contractor will have to accept the minimum Unit rates (For only unit Rate asked items) amongst the quoted by the qualified bidder.
13. GMDC GRAMYA VIKAS TRUST reserves the right of altering nature of work by adding to or omitting any items of work or portions of the same carried out without prejudice to this contract.
14. GMDC GRAMYA VIKAS TRUST reserves the right to carry out the work at other places mentioned in the scope, at the same Rate, terms and conditions and mutually agreed upon under this tender.
15. Awarded contract may be extended for a further period, at the same Rate, terms and condition on mutually agreed upon.
16. Water and electricity required for the subject work will be supplied at one point free of cost BY GMDC-GVT.
17. No escalation in price / rate will be allowed on any account/ground., even if there is a delay in completion of the work due to GMDC. In that case extension in time limit may be granted at the same terms, conditions of the tender with an explicit understanding that no price escalation will be paid by GMDC-GVT. In any case, successful bidder is not entitled for any claim in respect of idle machinery and man power. Liquidated damages will be imposed only if delay is attributed to the Contractor.,



18. All required safety of the materials , man power, tools , tackles etc. storage at site are the responsibility of the Contractor till the completion and handing over of total work whole responsibility rest with the Contractor.
19. Extra item/ Additional work would be executed by contractor only on getting the instructions from GMDC-GVT . Such items will be executed only if special expertise needed and major financial implications not involved. If there may be any extra work, contractor has to bring to the notice to GMDC-GVT well in advance with expected cost of execution and time required for the same. .
20. No mobilization advance shall be given by GMDC for this contract.
21. All the rates quoted by the Bidders must be inclusive of all required materials, labours, transportation ,loading, unloading, mobilization, de mobilization ,all applicable cess, levies, duties , royalty, professional tax , turn over tax , all other taxes etc. as per Government rules but excluding of GST.
22. Bidders shall have to quote their GST number and date in the Bid. Bid received from unregistered bidders will not be considered.

Bidders shall have to quote their rates without GST. GST will be paid/adjusted/ reimbursed to the successful bidder as per prevailing rates & rules to the extent directly related to the service rendered or Goods supplied by the successful bidder under the said contract subject to uploading the invoice on GSTN portal and successful bidder will mention the GST amount separately in the invoice/ bill along with SAC/HSN code under GST. Further if the successful bidder does not upload the invoice within four months from the invoice date on GSTN portal GST will not be reimbursed to them.

Financial Evaluation:

L1 bidder will be decided after considering input Tax credit to be available to GMDC under GST .

No statutory variation shall be admitted , if current taxes become payable because of exceeding the prescribed limit for turnover of the contractor after the date of offer.

If any variation take place after contractual date of completion , the same shall not be allowed , even if delayed are accepted by Contractor.

Note: Above clause will hold good and govern the contract

In case , if similar condition/clause elsewhere in tender document is in conflict with the clause , the clause mentioned in this para will prevail and govern the contract



23. Bidder is required to submit a copy of PF registration number received from RPFC office along with the tender, failing which the bid will be rejected summarily.
24. The Contractor will have to submit 'NO DEMAND CERTIFICATE' and pre receipt bill document along with the final bill of the work, as per the Performa given.
25. The Contractor shall have to enter in to an agreement with GMDC GRAMYA VIKAS TRUST on an appropriate stamp paper (to be provided by the contractor) after accepting the Letter of Intent.
26. The quoted rates should hold good for working as per drawings related from time to time.
27. In overall interest of work and for better co-ordination, authorized person of GMDC-GVT may ask the contractor to stop the work for time being for which no compensation will be paid.
28. The Contractor shall abide by the provisions of labour laws , Contract Labour Regulations and Abolition Act (Act 37 of 1970) pertaining to the employment of the labour and shall get register with regional provident fund commissioner and inform the GMDC about the registration number by submitting the copy of the number allotted to contractor by RPFC . The Contractor shall have to submit the copy of labour license issued by the competent authority for the subject work.
29. The Contractor shall be responsible for and shall pay any compensation to its workman payable under the Employees' Compensation Act, 1923 (VII of 1923) for injuries, cause to the employee. If such compensation is paid by GMDC as principal employer under sub-section (1) of section 12 of the said act on behalf of the contractor. It shall be recoverable by GMDC from contractor under section (2) of the said section. The Contractor shall pay such amount of compensation on demand, failing which same will be recovered from his running bills of the contractor.
30. Contractor has to submit month wise labour payment record duly certified by GMDC labour welfare officer /HR dept, along with RA bill, failing which no payment will be made for the respective RA bill.
31. Submission of false or incorrect information, history of delaying in completion of work, reports of unprofessional conduct amongst other things shall be sufficient ground for disqualification of technical bid.
32. Roads, passages, approach at work site should be kept clean all the time. Material/machineries' should be stack/ kept in proper manner so it should not obstruct day to day vehicular traffic.
33. The contractor has to produce bill of the materials used in the execution of the work if asked for by GMDC GRAMYA VIKAS TRUST .
- 34.** The contractor shall have to carry out the work fully as per instruction of EIC. Contractor should have to inform EIC before commencement of the work.
- 35.** For the items, for which only quoted rates has been asked , for those items, the lowest rate quoted amongst all bidders shall be considered .



CHAPTER-V

SPECIAL NOTES.

- 1) The contractor shall arrange to carry out cleanliness and sanitation work keeping following points in consideration.
 - a) The cleaned area shall become totally dust free and spotless giving a sparkling look.
 - b) No Foul and bad smell should emanate from any part of office premises.
 - c) The cleaning should not spoil the natural shine and look of the furniture / material.
 - d) The furniture etc. should be arranged in the same order as it was before cleaning.
 - e) The cleaning activity should not cause any disturbance to the activities of the office.
 - f) The garbage should be neatly picked up and disposed at his risk and cost in the nearest dust bin provided by local Authority.
 - g) All plastic doormats put outside the toilets and pantries area at all floors should be washed and clean every week.
- 2) Cleaning of Ceiling, walls, Staircases and removal of cobwebs from all places in the premises , should be done as per schedule. After this no cobwebs should be spotted at any places in the entire premises.
- 3) Finit (Name of the product or equivalent make) should be sprayed in each room, cabin, hall, floor, and other suitable locations specified on weekly basis and can be changed as per the requirement . After that room spray having good smell to be sprayed .
- 4) The timing and frequency for cleaning works and sanitation works given in the price bid is tentative and can be changed as per GMDC need.
- 5) On receipt of any complaint concerning any activity of the contract from our staff members, it should be attended within an half an hour and acknowledgement be taken for the satisfactory completion of the work from the complainant. Complaint should be entered in registered and signed of complainant required after satisfactory completion of work.
- 6) Items required for Sweeping, Cleaning, Mopping, etc.

Soft Broom	Phenyl of approved make	Duster
Hard Broom	Finit or equivalent make	Yellow Duster
Cane Broom	HLL / Amway or equivalent Make Tiles, Floor Cleaning Solution. Vim etc.	Hand Gloves, Mouth cover/Mask
Bamboo Broom	Odonil, Colins	Jute
Toilet Brush	Naphthalene ball	Cotton,
Nylon Scrubber, scotch guard/steel brush	Gamaxine	Mop
Detergent Powder	Soap / Liquid soap	Safety Belt



Carpet Cleaning Brush	Air Fresheners.	Harpik -Tiles/sanitary utensil cleaner
Liquid Soap bottles & Hand wash liquid soap	Tumblers, buckets - should be properly clean	/ HIT /Basyon spray
Dust bins should be proper clean daily or as and when equired	Main Dustbin at every floor at every tower should be covered with black polyethylene bag	Vacuum cleaner
Any other items required For the purpose of satisfactory performance as per directions. The best quality material to be used and to be got approved by the person in charge.		

- 7) The person engaged by the contractor for work of cleaning and sweeping will be called as "safaiwala".
- 8) The contractor will himself be responsible for all statutory obligations of labour laws such as ESI, Provident Fund, etc. GMDC GRAMYA VIKAS TRUST will not be responsible for any violation of labour laws by the contractor. The contractor shall maintain the register regarding statutory obligations of labour laws and produce the same to GMDC GRAMYA VIKAS TRUST on demand at the time of submitting the invoice for the work done.
- 9) The staff employed by the contractor shall be polite, well behaved and respectful to officers and employees of the GMDC/ GMDC GRAMYA VIKAS TRUST .
- 10) The staff employed by the contractor shall have good character and record. They should be free from any communicable disease. The contractor shall give full particulars of their staff with photos before commencement of the work under contract.
- 11) The contractor shall provide proper uniform to his "safaiwala" with photo identity card and the "safaiwala" should always be in neat and clean uniform while on duty. If this is not implemented then per safaiwala Rs. 50/- per day will be deducted .
- 12) If performance of any "safaiwala" is found unsatisfactory to the GMDC GRAMYA VIKAS TRUST , he shall have to be replaced by the contractor immediately.
- 13) The contractor shall undertake any additional, work if desired by the GMDC.
- 14) The contractor shall not change his "safaiwala" at random. This should be done with prior approval of GMDC GRAMYA VIKAS TRUST .
- 15) The "safaiwala" will be bound to observe all the instructions issued by GMDC regarding general discipline, behavior and cleanliness.
- 16) Daily, All 'safaiwala' and 'Supervisor' should attend the job timely and as per requirement . Over and above if GMDC-GVT require some urgent cleaning work ,than it should be attended by Contractor without any extra payment.



- 17) As per scope of works, minimum required man power for the contract work should be made available. However as per works demand it may change.
- 18) The "safaiwala" shall check and ensure that urinals, toilets, wash basins, drainage pipes, wash basin taps, flush cocks, etc are in proper working conditions. In case of any problem it should be brought to the notice of Engineer in Charge and to be attended immediately to put in working condition. .
- 19) The GMDC GRAMYA VIKAS TRUST shall not reimburse any charges or compensation for the loss of his materials or the injuries suffered by the employees of the contractor.
- 20) The contractor shall submit chart of arrangement for carrying out different activities as per contract prior to commencement of the work. He shall also submit daily attendance sheet of the "safaiwala" for the day, signed by Security officers . In case any change of "safaiwala" is made, the same must be brought to the notice of the person in charge.
- 21) No smoking , chewing & spitting of Pan masala, Gutka will be allowed to any person of contractor in the office premises.
- 22) The contractor will have to take care of all safety of their personal during working hours by providing safety items like Helmets , safety belt, gas mask, Gloves and other such safety items and have to assure that while carrying out such work they should wear safety equipments to avoid accident.
- 23) All bio non-degradable material to be hand picked and disposed off as per the instruction of Engg. In charge.
- 24) All ceramic tiles are to be mopped by wet process using soap/detergent, stain removers etc.
- 25) All the toilets to be maintained in good hygienic condition daily by applying soap solution, saani-fresh or equivalent make powder, acid, phenyl etc. Adequate naphthalene balls and odonil shall be kept in washbasins and urinals of all the buildings.
- 26) Glass panels are to be cleaned as per schedule basis with soap/colin and plain cloth.
- 27) On instructions of the engineer in charge, if additional areas are required to be maintained on a particular day or period or any other emergency job, the contractor shall deploy sufficient numbers of additional manpower for up-keeping the areas.
- 28) The contractor will have to remove oil, grease etc.fallen on the floor or any surface with the help of sand/kerosene/petrol/detergent/soap etc.
- 29) Any dead body of birds or animal found within the buildings or compound premises will have to be removed from the place to a suitable place and to be funeral as per directives at contractor risk and cost.



- 30) All pipe culverts ,chambers ,rain water pipes and terraces of all quarters and of other buildings will be cleaned in month of May/June for a monsoon preparation. Any water logging due to rainwater will be cleaned/removed immediately without any Extra charges.
- 31) Cemented/paved floor area will be first de dusted and then water washed if instructed.
- 32) The contractor or any employee of the contractor will not be entitled for any of the GMDC's (Corporation's)rules, regulations and facilities.



Special condition of the Tender :

Note: The bidder should note that clauses brought out in this chapter VI of " Special condition of tender "will hold good and govern the contract. In case, if similar condition / Clauses elsewhere in tender document are in conflict with the clauses of this chapter, the clauses mentioned in this chapter will prevail and Govern the contract.

1) Rates:

Rates quoted by the Contractor should be firm and no escalation in rate will be allowed on any account to the contractor during the entire contract period till completion of work.

2) Payment Terms and Running Bills:

Invoice/ Bill should be sent in duplicate. [Please mention our LOI/Work Order no in the invoice without fail]. Original invoice, Measurement Sheet, Materials Test Certificates etc. The payment procedure will be carried out on original copy only. Payments shall be released for the work executed in all respects as per BOQ, drawings and specifications.

RA bill must be submitted along with the names of the laborers employed for the work, salaries / payment made to them, PF code no. , amount of P.F. deducted from the salary made to the labours and employer's contribution amount deposited in RPFC office till the previous month duly certified by project office, failing which no payment will be made for the RA bill submitted by the Contractor .

Payment will be made from GMDC Gram Vikas Trust .

MODE OF PAYMENT OF RUNNING BILLS:

The contractor will have to submit monthly running bill for the works executed. RA and final bill should be submitted in following manner and with documents ,

The contractor will have to submit monthly running bill for the works executed. RA and final bill should be submitted in following manner and with documents ,

1. Bill should be prepared and submitted as per the item sequence mentioned in the bills of quantity attached with the work order.
2. Each running bill shall be accompanied with detailed measurement sheets duly certified by the Engineer In charge or authorized person of GMDC.
3. Measurement and abstract sheet should be prepared on Contractors letterhead and all pages should be stamped and signed by the contractor. The page number should be given to all measurement and abstract sheet of the bill .
4. All pages of Measurement and abstract sheet should be signed by the concern Engineer at the project .
5. The measurement and abstract of the RA bill must be prepared with showing each running bill quantity and cumulative quantity (with all previous bill quantity)



6. Contractor has to mention their name of firm along with the name of man power in attendance , wages sheet and PF challan. The workers/manpower attendance sheet should be attached after certification by respective department and also by HR department of GMDC. Make ensure that attendance sheet should not be fabricated and contractor has to provide leave on holiday and other facilities to the workers/weekly leave as per labour law.
7. For all type of works agency has to pay minimum wages to their employee/ workers as per central rule / state rule as applicable as per following locations,

Minimum wages applicable as per state rule at - (1) GMDC Corporate office building , Ahmedabad (2) GMDC Akri mota thermal power project, Nani Chher, Kutchh (3) GMDC Fluorspar Project Kadipani (4) GMDC Multi metal Project Ambaji

Where as

Minimum wages applicable as per Central Rule at (1) GMDC Lignite Project Rajpardi (2) GMDC Lignite Project Tadkeshwar (3) GMDC Manganese Project Shivrajpur (4) GMDC Lignite Project Bhavnagar (5) GMDC Bauxite Project Bhatia (6) GMDC Lignite Project Panandhro (7) GMDC Lignite Project Umarsar (8) GMDC Lignite Project Mata No Madh (9) GMDC calcined Bauxite Project Gadhsisa .

The Wages sheet should be attached with Employees/ workers bank payment statement and certification by GMDC project concerned officer of HR department . The payment of wages paid to workers should not be less than minimum wages and to be deposited in employees Bank account only . If advance payments released to workers than the certified copy of advance register should be attached.

8. As per requirements of tender labour license must be obtained from Authority by the contractor . Contractor should comply the applicable provisions of labour legislation
9. Employees P.F. remittance, ECR report. If PF is not deducted of any workers than the declaration form (Form no- 11) should be submitted of each worker.
10. Submission of valid Employee compensation policy/workmen's compensation policy. Workman Compensation policy of the contract work must be of same work place /Project where the works are being executed . The combined policy , i.e. combined work & place may not be considered.
11. Proof of submission of professional tax. Project Authority aware to the contractor for deposition of deducted Professional tax amount through prescribed challan at Gram Panchayat office of project jurisdiction area village Panchayat.
12. Along with the final bill, work completion certificate, Contractor has to submit No Demand Certificate as per tender & No Due certificate to be obtained from project authority and submit the undertaking for discharge of principal employers from statutory obligations, labour liabilities etc., if arise in future as per format to be obtained from Project office.
13. Any other documents as per work requirement for processing the bill .



The Running Account bills submitted at the office of General Manager(Project), Gadhsisa will be processed there considering following deductions.

- A. Retention money deposit will be deducted from RA bills @ 5% of the value of the bill amount.
- B. Security deposit at 5 % on the exceeded bill amount of the actual contract value in case it exceeds the contract value.
- C. Income tax inclusive of surcharge at the prevailing rate from time to time shall be deducted from the running account bills and TDS on CGST and SGST .
- D. Cost of any services provided by GMDC-GVT and/or material supplied by the GMDC-GVT .
- E. Other deduction either statutory or other work reason, if any.

Payment at 75% of the payable amount arrived after considering above deduction , will be paid by the office of the G.M.(Project) , Gadhsisa ,within 10 days of submission of the bill along with its details .

The RA bill shall then be sent to GMDC's Corporate office at Ahmedabad for verification auditing and approval. Balance 25 % payable amount of Running account bill shall become payable by Project only within 30 working days of receipt of the RA bill at Corporate Office

3) Earnest Money Deposit.(EMD) / Security Deposit (SD) / Retention Money

- a) The bidder shall deposit Earnest money deposit of Rs. 30,500/- -/--only by way of demand Draft in favour of 'GMDC GRAMYA VIKAS TRUST , payable at Ahmedabad of Nationalized Bank or from Bank approved by Govt. of Gujarat from time to time(except Co-Operative Bank)in the form and manner acceptable to the GMDC-GVT. EMD in any other form except DD, bid will be out rightly rejected.
- b) Earnest money deposit paid will be adjusted against security deposit of contractor. Earnest money deposit paid as above will be refunded to unsuccessful bidders .
- c) Contractor has to pay full amount of Security Deposit @ 5% of the contract value including EMD by way of D.D. in favour of 'GMDC GRAMYA VIKAS TRUST , payable at Ahmedabad from Bank approved by Govt. of Gujarat from time to time (except Co-Operative Bank) in the form and manner acceptable to the GMDC, within 15 days from the date of issue of LOI and /or before the commencement of the work , whichever is earlier . Payment against the work as well as detailed work order will be issued only after submission of Security Deposit. If contractor fails to pay security deposit within 15 days from the date of issue of LOI, GMDC may cancel the LOI at its sole discretion resulting into forfeiture of EMD paid by the contractor.
- d) Earnest Money Deposit, Security deposit and Retention Money will not bear any interest.
- e) If the contractor does not pay security deposit and does not commence work as per tender condition, E.M.D. paid by the contractor will be liable to be forfeited by the GMDC GRAMYA VIKAS TRUST and in that case GMDC GRAMYA VIKAS TRUST may take necessary decision including but not limited to termination of contract and/or debar the contractor for participating in future tenders/business of GMDC/ GMDC-GVT for period as per GMDC-



GVT discretion. This debarment shall be applicable in respect of participation in tender of GMDC and all sister concerns/company/trust/group/consultancy firm etc of GMDC.

- f) Security deposit and Retention money paid by the contractor shall be liable to be forfeited by GMDC-GVT , if the contractor does not carry out the work in accordance with the terms and condition of the tender. In such eventuality GMDC -GVT can complete the work at the risk and cost of the Contractor .
- g) Tender received without E.M.D. will be summarily rejected.
- h) No relaxation on EMD/SD for any small-scale industry shall be considered.
- i) Retention money deposit will be deducted from every RA bills @ 5 % of the value of the bill amount. Retention money will be refunded after satisfactory completion of contract period certified by Project office on demand by Contractor
- j) Security deposit will be refunded after satisfactory completion of contract period within three months on demand by Contractor.

4). Work Completion.

The Contract period for the subject work is 24 months. Date of start of the contract period will be mentioned in the Letter of Intent . .

Time is of essence of this contract. If Completion of Work is not adhered to as stipulated in the contract or the contractor abandons the work then GMDC-GVT shall be at liberty to execute the work at Contractor's risk and cost and if thereby any extra expenditure is involved, the same shall be debited to Contractor's account. If GMDC is unable to execute and complete the work from alternate source in time and if GMDC-GVT suffers any consequential loss, Contractor will have to bear the same. GMDC-GVT in that case will forfeit the security deposit and will also have the right to recover from the contractor the amount towards damages suffered by GMDC-GVT .

5) Validity.

Validity of the offer submitted by the bidder shall be of 180 days from the date of opening of the Price Bid and if required by the GMDC-GVT , the Bidder will have to extend the validity of price bid unconditionally for a further period of 30 days.

6) Taxes .

Taxes will be applicable as per the prevailing rate from time to time. All the rates quoted by the Bidder must be inclusive of all taxes and duties applicable like, Royalty, transportation, labour etc. (but excluding GST on work done by them). GST will be reimbursed to the party subject to timely uploading of invoices on GSTN portal. If due to non submission or late submission of invoices on GSTN portal and due to which GMDC's ITC get rejected, GST will not be reimbursed.

TDS: TDS will be deducted from bill amount as per the prevailing Govt. Rules & regulations.



7) Liquidated Damages (LD)

The subject work has contract period of 24 months .

Liquidated damages for the work delayed/non performance of the work will be imposed at the rate of quoted price of such item for a day proportionally plus 50 % of quoted rate. Even though if work is not attended than work will be carried out at the risk & cost of the bidder and such cost will be recovered from the work invoice .

8) Loss and Damages:

Any loss or damages or deterioration of the material in transits shall be at the cost of the contractor. It shall be at the discretion of the GMDC-GVT to reject, damaged or spoiled material, if so noticed. During the execution of work, if any property of GMDC-GVT is damaged then estimated repair cost + 20 % of the same shall be recovered from contractor.

9) Insurance:

All required insurance for the work, including but not limited to, damage to persons, property, fire etc. are to be procured by the Contractor at his cost.

10.1 **Non-fulfillment of Terms and Conditions of the Contract**

10.1 If the Contractor fails to carry out the work as per terms and conditions of the contract to the satisfaction of the GMDC-GVT , GMDC-GVT shall be entitled to forfeit the security deposit paid by the Contractor. This however, shall not absolve the Contractor from his obligation to fulfill the contract. In such event, the GMDC-GVT shall have a right to complete and / or to get the work completed at the cost & risk of the Contractor and the Contractor shall be responsible to pay such cost incurred by the GMDC GRAMYA VIKAS TRUST to complete the work and /or to get the work completed.

10.2 Likewise, if the Contractor does not fulfill the terms and conditions of the contract and does not carry out the work up to the entire satisfaction of GMDC-GVT shall have the right to forthwith terminate the contract at its sole discretion, without assigning any reason, Under such events, the GMDC-GVT shall be entitled to forfeit the security deposit paid by the Contractor and the GMDC-GVT shall have a right to complete the work and/or to get the work completed at the risk and cost of the Contractor.

10.3 For any reasons, if it is required, the GMDC reserves rights to cancel, terminate, amend and / or alter the contract and /or bifurcate and /or reduce the contract work at any time without giving any notice to the Contractor and without incurring any responsibility. For such



cases, Contractor shall have to take away his labour, tools, tackles, machinery, equipment etc. and shall leave the site at once shall have to carry out the instructions of the GMDC-GVT ..

11. Approval:

The decision of GMDC-GVT in respect of acceptance or rejection of the quality of the work shall be binding to the contractor and no further correspondence in this regard shall be entertained by GMDC-GVT .

12) Defect Found during Period. :

If any defects found during in Housekeeping and maintenance work than same should be attended within 10 days as per instruction of EIC.

13) The GMDC-GVT also reserves right to alter, increase or decrease the scope of work during the currency of the contract and payment will be made accordingly.

14) If tender is submitted in contravention of the terms and conditions stated herein, then the tender will be out rightly rejected.

15) In case of any dispute or difference of opinion in the interpretation of any of the terms and conditions of this tender, the decision of the Managing Director of GMDC shall be final and binding to all.

16) Statutory Obligations:-

- I. The "Contractor shall obtain necessary license/permit required for execution of the contractual work and it shall pay wages and benefits in accordance with the applicable laws and shall not pay less than as notified by the Government Authorities from time to time and shall maintain the employment records as required under applicable laws.
- II. The Contractor shall get his own License under Contract Labour (Regulation and Abolition) Act, 1970. The same shall be renewed from time to time and maintain all the records as per the act.
- III. The Contractor shall be responsible to enroll his employees, deduct, add and deposit in the relevant accounts the contributions as required under the Employees State Insurance Act, 1952 and the Employees Provident Funds and Miscellaneous Provisions Act 1952 and any other enactment's covered under the various applicable labour laws as well as maintain all books of records for the staff and employees deputed by it for this contract such as required under any laws applicable. The Bidder shall also furnish a copy of such statements as documentary proof to the GMDC.
- IV. The Contractor has to issue to the employee's Identity card with their photos and shall also maintain relevant register.



- V. The Contractor shall give leave/holiday to its workforce as per the provisions of applicable labour laws .
- VI The Contractor would comply with all applicable laws and maintain all such necessary records as necessitated under such laws .
- VII. The Contractor shall follow and complied the provision of the Building and other construction workers welfare (Cess) Act, 1996.

17) Force Majeure.

- . 1.1 Force majeure is herein defined as any cause which is beyond the control of the contractor or the GMDC-GVT as the case may be which they could not foreseen or with reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:
 - (i) Natural phenomena such as flood, draughts Cyclone, earthquake and epidemics, declaration of war.
 - (ii) Acts of any government, including but not limited to war, declared or undeclared priorities, quantities, embargoes, providing either party shall with in fifteen(15) days from the occurrence of such a causenotify the other in writing of such cases.
- . 1.2 a. The contractor will advise, in the event of his having resorted to this clause by a registered letter duly certified by the statutory authorities, the beginning and end of the cause of delay, within fifteen days of the occurrence and cessation of such Force Majeure condition. In the event of delay lasting over two months, if arising out of Force Majeure, the contract may be terminated at the discretion of the GMDC-GVT .
- b. For delay arising out of Force Majeure, the contractor will not claim extension in completion date for a period exceeding the period of delay attributable to the causes of force Majeure and neither company nor the Contractor shall be liable to pay extra costs (like increase in rates, re mobilization, advance, idle charges for labour and machinery etc.) provided it is mutually established that the Force Majeure conditions did actually exist.
- c. If any of the Force Majeure conditions exists in the place of operation of the contractor even at the time of submission of bid he will categorically specify them in his bid and state whether they have been taken into consideration in their quotations.
- . 1.3 (1) The contractor or the GMDC-GVT shall not be liable for delays in performing his obligations resulting from any force majeure cause are referred to and/or defined above. The date of completion will subject to herein after provided, be extended by are as on able time given though such cause may occur after contractor's performance of his obligations has been delayed for other causes.



18) **Foreclosure of contract:**

In case of any necessity arising due to local working conditions, land/lease issues or any unforeseen reason not in the control of the GMDC-GVT or of the Contractor, Committee comprising of representative of GMDC-GVT , Contractor and technical expert shall be constituted. The said Committee will look into the reasons/causes and analyse the conditions as to whether the work awarded is feasible to continue with the existing terms and conditions of the contract or any other available option or to Fore Close the contract in the interest of both the GMDC and the Contractor.

After study of the prevailing conditions of the contract under execution, committee may recommend to Fore Close the contract keeping in view the financial implication to both the GMDC-GVT and Contractor. Guideline/Modality of the Fore Closure of the contract shall be decided by the committee considering the work executed and unexecuted, period of the contract completed and balance period of the contract, value of the work executed and value of the work unexecuted etc.

Decision of GMDC for Fore Closure of the contract on the recommendations of the committee shall be final and binding to the Contractor.

19) **DISPUTE RESOLUTION AND ARBITRATION:**

The Parties shall endeavour, in the first instance, to resolve any dispute, disagreement or difference arising out of or in connection with this Tender and subsequent contract , including any question regarding its interpretation, performance, existence, validity, termination and the rights and liabilities of the Parties to this Tender and subsequent contract (a "Dispute") through good faith negotiations.

"All questions, disputes, differences and/or interpretation of this tender and subsequent contract whatsoever, which may at any time arise between the parties to this tender and subsequent contract in connection with the contract or any matter arising out of or in relation thereto, shall be referred to Sole Arbitrator as per the provisions of Arbitration and Conciliation Act, 1996 and subsequent amendment thereto. The venue of arbitration proceedings shall be at Ahmedabad. The Language of the Arbitration shall be in English.



GOVERNING LAW AND JURISDICTION:

GOVERNING LAW:

This Tender and subsequent Contract shall be construed and interpreted in accordance with and governed by the laws of India.

JURISDICTION:

Matter relating to any dispute or difference arising out of this Tender and subsequent contract shall be subject to the exclusive jurisdiction of Court at Ahmedabad only.

20. Additional Terms and Condition due to present situation of COVID-19.

Presently our nation is suffering from COVID-19 and it seems that this pandemic may continue for long time and therefore all bidders have to follow and implement following Guidelines during the work as per applicability for the employee/workers / labours during the contract period .

1. All labours should be given identity card with serial number and daily records to be maintained.
2. All records of labours/ workers residing at site camp should be maintained and no permission should be given to go outside except in emergency.
3. Ensure 24 -hour sanitization of the premises.
 - a. Construction site need to maintain a sanitization routine at regular interval in the common areas that includes site office, labour camp, lunch rooms, canteen, toilet blocks etc and common tables which will have to be wiped clean with disinfectants after every single use.
 - b. For accommodation, sanitisation needs to be performed regularly to ensure worker safety and reduce spread of contamination.
4. Entrance health checks
 - a. Temperature checks of all employees and workers/labours.
 - b. Workers /labour / employees showing symptoms should not report to work.
5.
 - a. Provisions of hand sanitizers and mask to all employers and labours.
 - b. Providing gloves, masks and hand sanitizers to be done at all common places. Touch free hand wash & hand Sanitization should be carried out at all entry and exit points.
6. COVID 19 health and prevention staff education
 - a. Education on safety steps to take from entry to exit of the site
 - b. Measures to take precautions at personal level



7. Quarantine measures for supply and storage of goods
8. Physical distancing measures
 - a. Create physical barriers to ensure the physical distance within the work premises and dining facilities
 - b. Provide face protection shields along with masks and PPEs.
9. Working in shifts
 - a. If need arise and if required to carry out the works in shifts than one hour gap between shifts to be kept.
 - b. Managerial and administrative staff should work in one shift or as per requirements as per latest guidance time to time issued by Govt. (e.g. at 33 per cent capacity as per MHA guidelines; but while deciding which particular person to be included in 33% at any given point of time, overriding priority should be given to personnel dealing with safety).
 - c. Ensure no sharing of tools or workstations to the extent possible. Provide additional sets of tools if needed.
10. Scenario plan on discovering a positive case
 - a. You will have to prepare accommodation to isolate workers, if needed.
 - b. You will have to help manage the whole process for individual, all travelling employees also to undergo a mandatory 14-day quarantine
11. Presence of skilled workers

Workers involved in dealing with hazardous material must be skilled and experienced in the field. No compromise on deployment of such workers should be permitted.
12. Unnecessary movements of the visitors may be restricted and complete ban should be imposed for spiting and swinging of Pan-Masala-Gutkas etc.
13. All cares should be taken for social distancing at common places, toilet areas, lunch areas etc and see that entry and exit time should be staggered.

However over and above the directions & guidelines from time to time issued by National Disaster Management Authority and by Government and Government authorities should be followed strictly and implemented.



On Bidder's Letter Head

From:

Ref:

Date:

To

G.M. (CSR)
GMDC GRAMYA VIKAS TRUST
'KhanijBhavan',
Nr. University Ground, 132 Ft. Ring Road
Vastrapur Ahmedabad 380 052

Sub: Earnest Money Deposit Against **Tender No-6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021**

Dear Sir,

With reference to above and as per terms and conditions of tender we are sending

Herewith D.D. / Pay Order NO _____ Dated _____ Of

_____ [Name of Bank and Branch] Payable at Ahmedabad
for **Rs. 30,500/-** -only being the amount of E.M.D.

Kindly acknowledge the stamp receipt.

Thanking You

Yours Faithfully

[Name and Signature]



On Bidder's Letter Head

DECLARATION

From:

Ref:

Date:

To
G.M. (CSR)
GMDC GRAMYA VIKAS TRUST
'KhanijBhavan,
Nr. University Ground, 132 Ft. Ring Road
Vastrapur
Ahmedabad 380 052

Sub: Declaration.

Ref: Tender No--6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021

SUB: Annual Contract for a period of Two years for work of Up keeping , Cleaning and Housekeeping for Shri Shamji Krishna Verma Memorial located at Village- Maska, Tal: Mandvi, Dist- Kutchh .

Dear Sir,

I / We have carefully gone through and clearly understood the terms and conditions mentioned in the Tender document and hereby submit the bid to execute the whole work strictly in accordance with the said Tender.

I/We hereby solemnly declare that none of Our Partners Jointly or Severally or Our Firm / Company / Associates company have not been Black Listed by the Central Government or any State Government or It's Undertaking.

I/We hereby further declare that, if the above Declaration is found untrue, G.M.D.C. GRAMYA VIKAS TRUST shall be entitled to take any action against us severally and or individually or our firm / Company, In this regard in any manner that may deem fit by G.M.D.C. GRAMYA VIKAS TRUST

Thanking You

Yours Faithfully

[Name and Signature & Stamp]



On Bidder's Letter Head

DECLARATION II

FROM:

Date:

To,
G.M. (CSR)
GMDC GRAMYA VIKAS TRUST
Nr. University Ground, 132 Ft. Ring Road
Vastrapur, Ahmedabad 380 052

SUB: Tender No--6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021

REF: Annual Contract for a period of Two years for work of Up keeping , Cleaning and Housekeeping for Shri Shamji Krishna Varma Memorial located at Village- Maska, Tal: Mandvi, Dist- Kutchh .

Dear Sir,

I/we have carefully gone through and clearly understood the Tender notice, details to be furnished along with technical bid, plans, specifications and conditions of contract for the above mentioned work, do hereby Tender to execute and complete the whole work strictly in accordance with the said plans and specifications and conditions of contract at the rates set out in the priced schedule and quantities attached hereto.

I/we agree to finish the whole work as per instructions within mentioned time limit as per NIT from expiry of fifteen days from the date of issue of Letter Of Intent or actual commencement of the work whichever is earlier.

I/We have deposited as EMD Rs. 30,500/- by D.D. along with the technical bid in your office which amount is not to bear any interest and my/our do hereby agree that this sum shall be liable to be forfeited by the GMDC GRAMYA VIKAS TRUST at its sole discretion, in the event of your accepting my /our Tender and my/our failing to execute the contract when called upon to do so.

It is understood by me /us that the lowest or any Tender will not necessarily be accepted and that no reason shall be given for such non acceptance

I/We agree to keep our offer valid for 180 days or for a further period as would be desired by the GMDC GRAMYA VIKAS TRUST , from the date of the opening of the Price bid. We agree to all the terms and conditions of the technical bid.

Thanking You

Yours Faithfully
[Name and Signature & Stamp]



On Bidder's Letter Head

SPECIMEN OF PRE RECEIPT BILL

This is in reference to your communication dated regarding full and final settlement of work related to as per work order /agreement /LOI dated In this regard , we here by accept an amount of Rs. towards full and final settlement . After receipt of the same we will not claim any amount in future from GMDC/ GMDC-GVT in respect of above mentioned work. This pre receipt is issued as full and final settlement of our claim for Rs. as finalized by GMDC .

Date:

Authorised

Signatory

Place:



On Bidder's Letter Head
NO DEMAND CERTIFICATE FORMAT

Ref:
From:
To

Date:

G.M. (CSR)
GMDC GRAMYA VIKAS TRUST
'KhanijBhavan',
Nr. University Ground, 132 Ft. Ring Road
Vastrapur
Ahmedabad 380 052

SUB: Tender No--6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021

REF: Annual Contract for a period of Two years for work of Up keeping , Cleaning and Housekeeping for Shri Shamji Krishna Varma Memorial located at Village- Maska, Tal: Mandvi, Dist- Kutchh .

Dear Sir,

We _____ hereby certify that we have received the payment of all our bills in full and final settlement of our claims in respect of Tender No- **Tender No-6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021** - Annual Contract for a period of Two years for work of Up keeping , Cleaning and Housekeeping for Shri Shamji Krishna Verma Memorial located at Village- Maska, Tal: Mandvi, Dist- Kutchh .

The payment received by us is in full and final settlement of our all the claims towards the amount with respect to the work under reference.

Hence, we do not have any outstanding claim against GMDC GRAMYA VIKAS TRUST for the work under reference. We shall not claim any further amount from GMDC GRAMYA VIKAS TRUST in future, either one way or the other.

This certificate is given without any prejudice and in the presence of two witnesses.

Signature & Address of

Witnesses

Signature & Stamp of the Bidder

(1) _____

(2) _____



TENDER NO-6/MANDVI/SSKVM/HOUSEKEEPING WORK/2021

SCHEDULE OF DEVIATIONS

Bidder shall indicate / bring out all Commercial & Technical deviations, clause by, clause in this Schedule, but any commercial deviation will not be accepted by GMDC GRAMYA VIKAS TRUST . If the Schedule is not submitted duly filled in, the bid will be considered as incomplete. (In case of 'NO DEVIATION' the Schedule be submitted mentioning 'NO DEVIATION'). If nothing is mentioned than it will be considered that bidders have "no deviation"

Sr.No. Clause No. Deviation Justification

i) Commercial Deviations For: -

ii) Technical Deviations for

The Bidders hereby certifies that there is no deviation from the purchaser's specification.

Name of firm:

Signature of Bidder:.....

Name of Bidder:.....

Designation:.....

Date:.....

Seal of the Company



(FORMAT FOR AFFIDAVIT)

A F F I D A V I T
UNDERTAKING REGARDING GENUINENESS OF DOCUMENTS
(On Non-Judicial Stamp Paper of RS 300/-)

I/We, _____, Partner/Director/Legal Attorney/Accredited Representative of M/s. _____ solemnly declare that:

1. I/We are submitting Tender for the work _____ against Tender No. _____
2. None of the Partners/Directors of our firm is relative of employee of GMDC / GMDC GRAMYA VIKAS TRUST.
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/credentials submitted along with this Tender are genuine, authentic, true and valid.
5. If it is found at any point of time that our documents are not genuine then in that case our tender will be rejected, earnest money deposited by us will be forfeited and we will be debarred from participating in further future GMDC tenders and/or any action as deemed fit by GMDC /GMDC GRAMYA VIKAS TRUST may be taken against us, including termination of the contract, forfeiture of all dues including Earnest Money / Security deposit and banning/delisting of our entity and all related persons etc.

SIGNATURE OF THE BIDDER
WITH SEAL

Dated



BIDDERS ARE REQUESTED TO FILL THE FOLLOWING DETAILS

Format for RTGS / NEFT Payment

Name of the party and address	
PAN No.	
Name of Bank And Address	
Account No.	
Type of Account	
IFS Code of the Bank	
MICR Code of the Bank	
GSTIN No	

I hereby declare that the above information is true and correct and I hereby authorize GMDC LTD to make the payment through RTGS/NEFT facility in the above mentioned Bank Account. Bank commission / Bank charges may be recovered from our payment.

(Name and Signature of the Proprietor /Partner/
Authorized Person of the Contractor)

Date:

Place: