



PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
DOORDARSHAN KENDRA ,SWAMI SIVANANDA SALAI
SWAMI SIVANANDA SALAI, CHENNAI-600 005.



No: 10/Semi Skilled Labour/DKC/ES/2020-21

06.11.2020

Notice Inviting e-Tender

E-tenders are invited online in <https://prasarbharati.eproc.in> under **two bid system** for Supply of Semi-skilled labour (Two persons) in Doordarshan Kendra, Chennai as detailed below:

S. No.	Tender Ref. No.	Description	Qty (No.)	Remarks
1.	No. 10/Semi Skilled Labour/DKC/ES/2020-21	Supply of Semi-skilled manpower for assisting Electrical/Plumbing/Pump operation and other related works in DDK Office, Residential Quarters near office premises as per the Terms and conditions.	2 no	The price quoted should be for one year from the date of issue of order.

NOTE:

Consignee: The Deputy Director General(Engg.), Doordarshan Kendra, Swamy Sivnanda Salai, Chennai-600 005.

The tenders will be received online up to 14.30 Hrs on 25.11.2020 and the bid will be opened at 15.00 Hrs. on the same day.

Yours faithfully,

Estimated Cost: Rs 420000/-

R K ACHANTA
Assistant Engineer (Stores)
For Deputy Director General (E)
Web Site: <https://prasarbharati.eproc.in>

Supply of Semi Skilled Labour (2 persons)

SCOPE OF WORK:

SUPPLY OF MANPOWER: The supply of Man power (2 persons) will be for a period of **one Year from the date of issue of supply/work order**. Supply of manpower (Semi-Skilled) is for Assisting Electrical/Plumbing/Pump operation and other related works in DDK Office, Residential quarters near the Office premises.

1. The first person should be available at work place between 0600 Hrs. to 1400 Hrs. The second person should be available at work place between 12.00 Hrs. to 20.00 Hrs on all the working days including holidays. Depending on the necessity of the office, timings may be changed.
2. The person should maintain/assist in all Electrical, water supply, Plumbing/Pump Operation works in Office, Residential quarters etc.
3. The person should also assist in servicing of equipments in Transmitter, Studio, DG, UPS Power supply, DSNG Van & OB Van including OB coverage spots & Diesel/Oil filling to DG set's, Pump Rooms etc., as and when required.
4. The person should maintain un-interrupted water supply/pumping water to Office, Residential quarters.
5. All the Electrical Materials/Consumables/Hard wares items will be provided by office.
6. The Agency should arrange alternate person well in advance during every weekly off and in the case of routine persons taking leave/absence.
7. The supply of man power is purely through agency only & all Job matters/Pay/Wages related issues for deputed persons should be settled among the Agency only. The office is not responsible for any kind of such issues.
8. If any eventuality of minor/major accidents occurs at work spot for deputed Persons, the same should be taken care by the Agency only & the office shall not be responsible for the same.
9. The persons deputed for duty should be obedient & adhere to the general rules and regulations, security/safety matters of the Kendra.
10. The person should report to AE (MW)/ADE (MW) or AE (Stores) everyday.
11. The agency who has quoted the lowest shall be awarded the work for a period of **ONE year** which may be extended further on mutual consent of both the sides.
12. The successful renderer will have to deposit an amount of equivalent to 10% of the order value as Security Deposit in the form of an Account Payee Demand Draft drawn in favour of **"Drawing and Disbursing Officer, Doordarshan Kendra, Chennai"** or in the form of **Bank Guarantee** has to be submitted within seven days from the date of intimation, failing which this offer will be cancelled. The Security Deposit will be retained by the Kendra till the end of the contract period and will be returned on satisfactory completion of the work.
13. The contracting agency will have to sign a contract form before the Commencement of the work wherein it will give an undertaking that, you accept and adhere to the Terms & conditions of contract.

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14. The contract will be valid for a period of one year from the date of signing the contract. The period can be extended on mutual agreement. If the firm wishes to discontinue the agreement in the event of any circumstances beyond their control, they shall have the right to cancel the agreement giving prior notice to The DEPUTY DIRECTOR GENERAL (ENGINEERING) DDK, Chennai. In such an event, the agreement shall cease to have effect on the expiry of 60 days from the receipt of the notice and the firm may not be considered for participating in the future tenders and also the security deposit submitted by the firm will be forfeited.

15. No advance payment will be made by the Kendra. Payment for the work will be disbursed on monthly basis after submission of bill in duplicate along with Bank details and duly certified for satisfactory completion of work by the Competent Officer of this Kendra.

16. The Dy. Director General (Engg.), DDK, Chennai reserves the right to terminate the agreement at any time by giving one month advance notice and levy penalty on account of breach of the conditions stipulated in the agreement.

17. The firm shall be solely responsible for observation and implementation of labour laws in force.

18. The firm shall be solely liable for compensation against any claim arising out of accident during the work.

19. The contract shall be deemed to have been concluded at Chennai and all the settlement of disputes, if any emanating from the resultant contract shall be within the jurisdiction of Chennai. The resultant contract will be interpreted under Indian Laws.

20. The firm should adhere to the security instructions and obtain permission for the entry during the period of the contract

21. Earnest Money Deposit (EMD):

- a. The bidders must submit EMD OF **Rs.18000/-** (Rupees Eighteen thousand only) in the form of Demand Draft from a Commercial Bank in favour of **DDO,DDK, Chennai-600 005**. EMD should be placed in a sealed envelope super scribed with tender reference number and date of opening and should reach the "The Deputy Director General (Engg), Doordarshan Kendra, Swami Sivananda Salai, Chennai – 600 005 well in advance before the prescribed tender opening date. However exemption will be given to the firms/ Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME)* and Policy meant for only goods produced and services rendered by MSEs and Traders are excluded from the purview of Public Procurement Policy or registered with National Small Industries Corporation (NSIC) under Single Point Registration System (SPRS) or registered with the Central Purchase Organisation or the concerned Ministry or Department or any other body specified by Ministry of Micro, Small and Medium Enterprises (MSME).
- b. Tenders without EMD shall summarily be rejected and their bid will not be opened and shall be rejected as non responsive at the bid opening stage.

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- c. The Earnest Money deposited by the tenderer shall be forfeited by this Organisation in the following events:
- i. If tender is withdrawn during the validity period or any extension thereof.
 - ii. If tender is varied or modified in a manner not acceptable to this Organisation during the validity period or any extension of the validity duly agreed by the bidder.
 - iii. If a tenderer, whose tender has been accepted, fails to furnish Security Deposit within 2 weeks from the issue of the acceptance offer of the tender.
 - iv. If the successful tenderer fails to submit the duly signed agreement copy within 2 weeks from the date of issue of the order.
- d. The EMD of unsuccessful bidders will be returned on finalization of the tender. The EMD of successful bidder will be returned on receipt of security deposit or it may be adjusted in the security deposit if requested by the tenderer.

22. INSTRUCTIONS TO BIDDERS

1. The scope of work or stores to be tendered is available in the complete bid documents which can be viewed/downloaded from e-tender portal: <https://prasarbharati.eproc.in>
2. Financial Bid will be submitted concurrently duly digitally signed in the website: <https://prasarbharati.eproc.in>
3. No claim shall be entertained on account of disruptions of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last minute technical snags.
4. All Corrigendum/Amendment/Corrections, if any, will be published on the website: <https://prasarbharati.eproc.in>
5. All documents/papers uploaded submitted by the bidder must be legible.
6. It is mandatory for all the applicants to have Class-III Digital Signature Certificate (in the name of person who will sign the bid document) from any of the licensed certifying Agency.
7. To participate in the e-tendering submission, it is mandatory for the applicants to get registered their firm/joint venture with the e-tendering portal <https://prasarbharati.eproc.in> to have user ID & Password which has to be obtained by submitting a non-refundable annual registration charges of Rs. 450/- plus 18% GST through online mode (net banking/debit card/credit card). Validity of Registration is 1 year from M/s C1 India Ltd.
8. To participate in bidding, bidders have to pay Tender Processing Fee of Rs.475/= +plus GST 18% (Non-refundable) per Tender per Bid through online mode (net banking/debit card/credit card).

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9. Bid document contains certain conditions for Manual submission of tender and are now redundant. Document shall be deemed to have been modified to that extent.
10. Page Number shall be given on each and every paper/documents serially uploaded in the technical bid.
11. Bidders shall ensure to quote rate of each item. If any cell is left blank and no rate is quoted by the bidders, the rate of such item shall be treated as “0” (Zero).
12. Bidders should indicate at the time of quoting against this tender their full postal/ fax / E-mail addresses.
13. It is highly recommended that the bidders should not to wait till the last date of bid submission to avoid complications like internet connectivity issue, network problems, system crash down, power failure, browser compatibility issue, system compatibility issue, improper digital signature certificate problem etc. In view of this context, neither Prasar Bharati nor C1 India Pvt. Ltd will be responsible for such eventualities.
14. Bidders shall clearly indicate their legal constitution and the person signing the tender shall state his capacity and source of his ability to bind the bidder. The Power of Attorney or authorisation, or any other document consisting of adequate proof of the ability of the signatory to bind the bidder, shall be annexed to the tender. This organisation may reject outright any tender unsupported by the adequate proof of the signatory’s authority.

- For helpdesk, please contact e-Tendering Cell and Help Desk Support Monday to Friday Ph: 0124-4302033/36/37, prasarbharatisupport@c1india.com.

23. The tender will be on the basis of “Two Bid System” and offers are to be submitted through e-tender.

24. LIST OF DOCUMENTS (to be scanned and uploaded with tender)

- a. Copy of GST Registration Certificate Number and HSN code for supply items.
- b. The commercial bid in the prescribed format as per Annexure-B (Price Bid) shall be uploaded.
- c. PAN details

25. Submission OF TENDER

- a. The “Price bid” will contain the price schedule duly filled-in and contain all the commercial details of the bid.
- b. Your offer shall be submitted online up to **14:30** hrs on **25.11.2020** and the technical bid will be opened at 15.00 hours on the same day.

26. Performance Security Deposit:

- a. The contractor shall furnish the security deposit within 2 weeks of placement of order at the rate of 10% of the total contract value at the time of signing the contract. The Security deposit shall be furnished in favour of “Deputy Director General (E), Doordarshan Kendra, Chennai-5 in the form of Account Payee DD

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Payable at Chennai, from a Commercial Bank valid up to the end of warranty /Guarantee period.

- b. Performance Security deposit shall be refunded to the /supplier/contractor after completion of all contractual obligations of the supplier, including warranty/ guarantee obligations.

27. PRICE:

The price quoted must be net per unit per year and the applicable Tax Components must be quoted separately. The prices quoted shall remain fixed during the entire period of service/supply/contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation is likely to be treated as non responsive and rejected.

28. Payment of SGST/CGST/IGST (on ultimate products)

- a. Payment of GST (on ultimate products), as applicable on the closing date of tender will be to the supplier's / contractor's account. Any statutory variation (both plus and minus) in the rate of GST after closing date of tender/revised price bid but before the expiry of the contractual delivery / completion period will be to the account of the office.
- b. The bidder(s) will indicate, in their bid, the amount with exact rate of GST on ultimate finished product, as applicable at tendering stage, separately in the bid. In case the above information subsequently proves wrong, incorrect or misleading (a) this Organisation will have no liability to reimburse the excess in the difference in rates of the item under which the duty/tax assessed finally (b) this Organisation will have the right to recover the difference in case the rate of duty / tax finally assessed is on the lower side.
- c. Any increase in GST during extended period of the contract / supply order will be to supplier's / contractor's account where such extension in delivery of the materials/completion of the project was on the request of supplier / contractor. However, any decrease in GST during extended period of the contract / supply order, will be to the account of this Organisation.
- d. In case of SITC of / SETC tenders, pro-rata breakup details of cost of all the identifiable store items of supply / work and ITC / ETC charges with HSN/SAC code shall be given along with a price bid.
- e. The taxes like GST service tax etc. as applicable on the goods / services shall be quoted separately in the price bids.

29. Payment Terms:

The 100 % payment will be made on satisfactory completion of work.

30. Validity:

The offer submitted should be valid for a period of 120 days from the date of opening of the commercial bid.

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31. Arbitration:-

- a. It is a further term of this contract that no person other than the person appointed by the Deputy Director General (E), Doordarshan, Chennai as aforesaid shall act as arbitrator and that, if for any reason that is not possible, the matter is not to be referred to the arbitration at all. The arbitrator(s) may from time to time, with the written consent of all the parties to the contract enlarge the time for making and Publishing the award. It is a term of the contract that the party invoking arbitration shall specify the disputes to be referred to arbitration under the clause.
- b. It is also term of the contract that the contractor shall not stop the work under this contract and work shall continue as expected to continue whether the arbitration proceedings have commenced or not.
- c. The arbitrator shall give reasoned award in respect or each dispute or difference referred to him. The award as aforesaid shall be final and binding on all the parties to the contract in accordance with the law.
- d. The Venue of the arbitration shall be at Chennai.

32. FORCE MAJEURE

- a. If at any time during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, hostility acts of public enemy, civil commotions sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lock-outs or acts of God (here-in- after referred to as events), provided notice of the happening of any such eventuality is given by the either party to the other within 21 days from the date of occurrence there-of. Neither party shall by reasons of such event be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non – performance or delay in performance and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist and the decision of the Doordarshan as to whether the deliveries have been so resumed or not shall be final and conclusive,
- b. provided further that if the performance in whole or in part or any application under this contract is prevented or delayed by reasons of any such event for a period exceeding 60 days either party may opt to terminate the contract, provide also that if the contract is terminated under this clause, the purchaser shall have liberty to take over from the contractor at a price fixed by Doordarshan, all unused, undamaged and acceptable materials, bought-out components and stores in course of manufacture in the possession of the contractor at the time of such termination of such portion there-of as the purchaser may deem it fit except of such materials, bought out equipments and stores as the contractor may with the concurrence of the purchaser elect to retain.

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