

**CSIR-CENTRAL SALT & MARINE CHEMICALS RESEARCH INSTITUTE**

Gijubhai Badheka Marg, Bhavnagar-364002

(Website: [www.csmcri.org](http://www.csmcri.org))

Notice Inviting Tenders No.1/2018-19/Adm.

**INVITING APPLICATION FROM AGENCIES / CONTRACTORS FOR PROVIDING  
ALLIED MAINTENANCE AND SPECIALIZED HOUSEKEEPING ON LABOUR/JOB  
CONTRACT BASIS TO CSIR-CSMCRI.**

CSIR-Central Salt & Marine Chemicals Research Institute, Bhavnagar, a constituent unit of Council of Scientific & Industrial Research an Autonomous Organization under the Ministry of Science & Technology, Govt. of India is a premier R&D laboratory of international repute in the area of Salt & Marine Chemicals. It invites **Online Bids in Two Bid format** from renowned, experienced, well established and reputed agencies/contractors for technical and financial bids simultaneously. For application form & further details, please visit our website [www.csmcri.org](http://www.csmcri.org). Estimated cost of contract is Rs.2.00 crore per annum.

The Director, CSIR-CSMCRI, Bhavnagar reserves the right to accept or reject any or all the prospective applications in full or part thereof without assigning any reason whatsoever and his decision on all matters in this regard shall be final & binding.

**Administrative Officer**

**Tender ID: 2018\_CSIR\_10383\_1**

**Website: <https://etenders.gov.in>**

**Last date for submission of Bids: 19.06.2018 (11.00 AM)**

**Opening of Technical bids: 20.06.2018 (11.00AM)**

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## NOTICE INVITING TENDER THROUGH E-PROCUREMENT

Director, CSIR-CSMCRI, Bhavnagar invites Online Bids in Two Bid format for providing Allied Maintenance and Specialized Housekeeping on Labour/job contract basis to the Institute.

### **CRITICAL DATE SHEET**

Tender No.	1/2018-19/Adm.
Publishing Date & Time	25.05.2018 at 05:00 PM
Document Download/Sale Start Date & Time	25.05.2018 at 05:00 PM
Seek Clarification start date	25.05.2018 at 05:00 PM
Seek Clarification End date	01.06.2018 at 03:00 PM
Bid Submission Start Date and Time	04.06.2018 at 09:00 AM
Bid Submission End Date and Time	19.06.2018 at 11:00 AM
Date and Time for Opening of Bids	20.06.2018 at 11:00 AM
Address for Communication	The Director CSIR - Central Salt & Marine Chemicals Research Institute, Gijubhai Badheka Marg, Bhavnagar, Gujarat. Email: - <a href="mailto:rambabu@csmcri.res.in">rambabu@csmcri.res.in</a> , <a href="mailto:ao@csmcri.res.in">ao@csmcri.res.in</a>

**Administrative Officer**

**Cost of Tender form: Rs.1500/-**

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Online Bids in Two Bid format are invited on behalf of the Director, CSIR-CSMCRI, Bhavnagar from reputed, experienced & registered contractors/ agencies/ organizations for providing **Allied maintenance and specialized Housekeeping on Labour/Job contract basis** at CSMCRI, its Experimental Salt Farm, Kumbharwada, Bhavnagar, Experimental Research Farm, Village Kanod, Tal. Kalol, Dist. Panchmahal and sea-coast areas of Gujarat & Diu by unskilled/semi-skilled/skilled/highly skilled workers.

Name of work	Estimated Annual Value (Rs.)	EMD (Rs.)	Tender Document Fee (Rs.)	Validity of contract
Allied Maintenance and Specialized Housekeeping.	<b>2.00 Crore</b>	<b>4.00 Lakh</b>	<b>1500/-</b>	Initially for a period of one year with the provision for extension for one more year subject to satisfactory performance of the contractor.

**Mandatory requirements:**

The Firms are required to upload copies of the following documents: -

1. Have more than **02 years of experience** in providing such services (Work orders and performance certificate should be enclosed).
2. Registration under Shops & Establishment Act.
3. Registration with EPFO, ESIC, Prof. Tax authorities.
4. Registration with Goods and Service Tax (GST) authority.
5. Registration with Labour Commissioner Central/State (having valid labour licence).
6. Annual turnover must be **One crore & above** ((Please enclose **CA certificate** and audited balance sheet for last two years 2015-16 and 2016-17).

## How to apply:

1. The tender form/bidder documents may be downloaded from the web site; <https://etenders.gov.in/eprocure/app>. *Tender ID 2018\_CSIR\_10383\_1*.
2. Bids must be mandatorily submitted Online through Central Public Procurement Portal - <https://etenders.gov.in/eprocure/app>
3. Tenderers/bidders are requested to regularly visit the website: <https://etenders.gov.in/eprocure/app>. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
4. In case, the day of bid opening is declared a holiday by the government, the tenders will be opened on the next working day at the same time. No separate intimation shall be sent to the bidders in this regard.
5. **Cost of Tender fee and EMD may be deposited only electronically in the Institute's Bank Account. Kindly attach a printout of the fund transfer as a proof of payment of Tender fee and EMD along with transaction ID.**
6. **Cost of Tender Fee and EMD will not be accepted in other mode of payment.**
7. Bids without Tender Fee and EMD will be summarily rejected.
8. **Manual/Offline bids shall not be accepted under any circumstances.**
9. **If a firm quotes Nil Service Charges, the bid shall be treated as unresponsive and will not be considered.**
10. Technical & Financial Bid should be submitted as per format in Appendix I & Appendix IV.
11. The financial bids of only those agencies who pre-qualify in the technical bid will be opened on stipulated date and time to be communicated later.

The technical bids will be opened on **20.06.2018 at 11.00 AM** in the office of Section Officer (G), CSMCRI, Bhavnagar in the presence of the Agencies/firms or their representatives, if any.

Administrative Officer

## INSTRUCTIONS/GUIDELINES FOR TENDERERS

1. A copy of the Scope of work and terms and conditions is enclosed in APPENDIX-II.
2. Conditional/ telegraphic/ fax tenders and tenders without Earnest Money Deposit or not on the prescribed form shall not be entertained.
3. Tenders must be accompanied with the Tender Fee and Earnest Money Deposit. Cost of **Tender fee of Rs.1500/- and EMD of Rs.4.00 Lakh** may be deposited only electronically in the Institute's Bank Account. Kindly attach a printout of the fund transfer as a proof of payment of Tender fee and EMD along with transaction ID.
4. No firm/ organization is exempted from furnishing the EMD under any circumstances.
5. The firms registered with DGS&D, NSIC, Govt. Public Undertakings, Start-Ups registered with DIPP (GoI) with valid certificate or MSME'S with valid Udyog Aadhar No., SSI registered with NSIC, Central Autonomous Bodies and with the CSIR Labs./Instts, if any, as manufacturer for the supply of the same category of item for which the party is submitting tender/quotation will be exempted from submission of EMD and Tender Fee as per rule. Exempted parties will have to give proof of registration along with their tender.
6. EMD deposited with CSMCRI in connection with any other tender will not be considered/ adjusted against this tender.
7. The bid security (EMD) without interest shall be refunded to the unsuccessful bidders after finalization of the contract. The party must therefore, submit signed pre-receipted TR-61 form as per Appendix VI and their Bank details as per Appendix VII along with the tender.
8. Rates offered should be mentioned both in figures as well as in words and offer should be typed or legibly handwritten. In case of confusion in the figures and words of the quoted prices, the amount in words shall be treated final.
9. The last date and time of receipt of online tenders is **19.06.2018 at 11.00AM.** Tenders received after the due date and time shall not be considered. The tenderer will be responsible for timely submission of the tender documents, complete in all respects.
10. The Technical Bid shall be opened at **11.00 AM on 20.06.2018** in the presence of indenting tenderer(s) or their authorized representatives who may wish to be present at that time.
11. In case the date of receipt or opening of tenders is declared a Govt. holiday then the date of receipt/ opening of the tender will be the next working day at the same time.
12. The tenderer may inspect the areas where the services are to be provided for assessing the work involved during office working hours with prior appointment.
13. If any information furnished by the agency is found to be incorrect at a later stage, it will be liable to be debarred from tendering.
14. **If a firm quotes Nil Service Charges, the bid shall be treated as unresponsive and will not be considered**
15. The Director, CSMCRI, Bhavnagar in public interest reserves right to accept or reject any or all tenders without assigning any reason and also to impose/ relax any term and conditions of the tender.

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