



सीएसआईआर-केन्द्रीय औषधीय एवं सगन्ध पौधा संस्थान
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)
पे0.आ0. सीमैप, लखनऊ

कार्य का नाम : सीएसआईआर-सीमैप, लखनऊ की विभिन्न प्रयोगशालाओं में आर.एण्ड डी. कार्यों हेतु श्रमिकों की आपूर्ति के लिए निविदा ।

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नोट : निविदादाता कृपया यह सुनिश्चित कर लें कि उन्हें जो निविदा-प्रपत्र दिया गया/संस्थान की वेबसाइट से डाउनलोड किया है, उसमें विषय सूची के अनुसार समस्त पृष्ठ हैं।

मेसर्स

मे0 से रू0 (रूपये
.....) निविदा मूल्य के रूप में प्राप्त किया गया ।

निविदा जारीकर्ता अधिकारी के हस्ताक्षर

राष्ट्रीयकृत बैंक द्वारा जारी रू0 (रूपये) का
रेखांकित डिमाण्ड ड्राफ्ट/बैंकर्स चेक सं0 दिनांक निविदा मूल्य के
लिए संलग्न किया जा रहा है।

निविदादाता का हस्ताक्षर
निविदादाता का नाम
निविदादाता की मुहर



CSIR-CENTRAL INSTITUTE OF MEDICINAL AND AROMATIC PLANTS
(Council of Scientific & Industrial Research)
PO: CIMAP, Lucknow – 226015

Name of Work: Tender for Manpower Supply to Carry out R&D support activities in different Laboratories in CIMAP, Lucknow

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Note : Tenderer should confirm that they have received all the above papers

Tender Issued / Downloaded to:

M/s.....

Received Rs. _____ (Rupees _____) only in cash vide Challan no. _____ dated _____ from M/s _____ towards cost of the tender documents

Signature of the Tender Issuing Officer

Crossed Demand Draft/ Bankers cheque from a Nationalized Bank for Rs. _____ (Rupees _____) drawn on _____ is enclosed with the tender towards cost of Tender

Signature of the Tenderer
Name of the Tenderer
Seal of the Tenderer



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NOTICE INVITING TENDERS

Sealed tenders IN TWO BID SYSTEM (Technical and Price Bid) are hereby invited for **Manpower Supply to Carry out R&D support activities in different Laboratories in CIMAP, Lucknow** from the reputed and experienced firms/agencies/companies established, functioning and Registered with Assistant Labour Commissioner as Contractor under the provisions of Contract Labour (Regulation & Abolition) Act, 1970 having at least 5 years experience of rendering similar jobs in Central/State Govt./Autonomous Bodies/Institutions etc. The Tenderers should have successfully completed at least three works amounting to 40% or two works amounting to 50% or at least one work amounting to 80% of the estimated cost or above in single contract during the least five years.

The Estimated cost is Rs. 165 Lakhs and earnest money is Rs 03,30,000.00 (Rupees Three lakh Thirty thousand only). Tender documents shall be issued during office hours in the office of Controller of Administration, CIMAP, CENTRAL INSTITUTE OF MEDICINAL AND AROMATIC PLANTS, Post office CIMAP, Lucknow-226015 from 01.01.2016 to 15.01.2016 on cash payment of Rs 1000.00 (Rupees One Thousand only).

The tender document can also be downloaded from CIMAP website www.cimap.res.in and the cost of tender Rs.1000/- to be paid through D.D/Pay order in favour of Director CIMAP, Lucknow along with technical bid.

The cost of tender papers is not refundable. The tenders will be issued to only those contractors who produce original certificates of the proof of their experience, PAN NO., valid Licence under the Contract Labour (Regulation and Abolition Act, 1970) and registration of EPF/ESI Act for the period of experience in earlier contracts and having local sub-code of EPF/ ESI while making request for issue of Tender Documents. The firm should have local office. Tenderers may submit the tender in the Tender Box kept in the office of Section Officer (P)/ Room No. 12, CSIR- CIMAP, CENTRAL INSTITUTE OF MEDICINAL AND AROMATIC PLANTS, Post office-CIMAP, Lucknow-226015 **up to 2.30 P.M. on dated: 18.01.2016 and will be opened at 3.30 PM on the same day in the presence of the tenderers present.**

The Director, CIMAP reserves the right to award contract for the above services either to one party or more than one party. He also reserves the right to reject any or all the tenders without giving any notice or assigning any reason. The decision of the Director, CIMAP Lucknow in this regard shall be final and binding on all. **Only workable rates will be accepted and the decision of the Director, CSIR-CIMAP would be final in deciding the minimum workable rates.**

Controller of Administration



सीएसआईआर-केन्द्रीय औषधीय एवं सगन्ध पौधा संस्थान
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)
पे0.आ0. सीमैप, लखनऊ

निविदा आमंत्रण सूचना

सीएसआईआर-सीमैप, लखनऊ की विभिन्न प्रयोगशालाओं में आर.एण्ड डी. कार्यों हेतु श्रमिकों की आपूर्ति के लिए द्विनिविदा प्रणाली के तहत ऐसे अनुभवी स्थापित फर्मो/संस्थाओं/कम्पनियों से निविदाएं आमंत्रित की जाती हैं, जो श्रमायुक्त कार्यालय में श्रम ठेकेदार (अधिनियम एवं अन्मूलन) कानून, 1970 के तहत पंजीकृत हों तथा उनके पास केन्द्र सरकार/राज्य सरकार/स्वायत्त निकाय/सरकारी संस्थाओं आदि में समान कार्य करने का कम से कम पांच वर्षों का अनुभव आवश्यक है, तथा इन पांच वर्षों में निविदादाता ने कम से कम निविदा मूल्य के 40% के तीन कार्य या 50% के दो कार्य अथवा 80% का एक कार्य सफलतापूर्वक पूर्ण किया हो।

निविदा का अनुमानित मूल्य रू0 165 लाख (रूपये एक करोड़ पैंसठ लाख) एवं बयाना रकम (अर्नेस्ट मनी) रू0 3,30,000.00 (रूपये तीन लाख तीस हजार मात्र) है। निविदा प्रपत्र, प्रशासन नियंत्रक, केन्द्रीय औषधीय एवं सगन्ध पौधा संस्थान, लखनऊ के कार्यालय से दिनांक 01.11.2016 से 15.01.2016 तक किसी भी कार्य दिवस में रू. 1000/- (रूपये एक हजार मात्र) नकद भुगतान कर प्राप्त किया जा सकता है।

निविदा प्रपत्र सीमैप की वेबसाइट www.cimap.res.in से डाउनलोड किया जा सकता है, जिसके लिए रू0 1000/- का भुगतान डिमाण्ड ड्राफ्ट/पे आर्डर के माध्यम से निविदादाता द्वारा तकनीकी निविदा के साथ देय होगी।

निविदा प्रपत्र मूल्य गैरवापसी है। निविदा प्रपत्र उन्हीं निविदादाताओं को जारी किये जायेंगे जिनके पास अनुभव, पैन कार्ड, श्रम ठेकेदार (अधिनियम एवं अन्मूलन) कानून, 1970 के तहत वैध लाइसेंस, दर्शाए गये पूर्व अनुभव के दौरान ईपीएफ/ईएसआई नियम के अधीन पंजीकरण हो, जिनके आधार पर निविदा जारी करने का अनुरोध किया जा रहा है, की मूल प्रतियां प्रस्तुत करने पर ही निविदा -प्रपत्र जारी किया जा सकेगा। निविदादाता फर्म का एक स्थानीय कार्यालय होना चाहिए। निविदादाता अपनी निविदा अनुभाग अधिकारी (कार्मिक) सीएसआईआर-केन्द्रीय औषधीय एवं सगन्ध पौधा संस्थान, लखनऊ-226015 के कक्ष संख्या 12 में रखे गये टेण्डर बाक्स में दिनांक 18.01.2016 को अपरान्ह 2.30 बजे तक डाल सकते हैं, जिन्हें उसी दिन अपरान्ह 3.30 बजे उपस्थित निविदादाताओं के समक्ष खोला जायेगा।

निदेशक, सीएसआईआर-सीमैप को यह अधिकार रहेगा कि उक्त सेवाओं हेतु किसी एक फर्म अथवा एक से अधिक फर्मों को कार्य अवार्ड करें। निदेशक, सीमैप को किसी एक अथवा सभी निविदाओं को बिना कोई कारण बताएं निरस्त करने का अधिकार होगा। इस सम्बन्ध में निदेशक, सीमैप द्वारा दिया गया निर्णय सभी को मान्य होगा। केवल कार्य करने योग्य सर्विस चार्ज दरों को ही स्वीकार किया जायेगा एवं कार्य योग्य न्यूनतम दरों के निर्धारण के सम्बन्ध में निदेशक, सीमैप, लखनऊ का निर्णय अन्तिम होगा।

प्रशासन नियंत्रक



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IMPORTANT TERM & CONDITIONS

Mode of Payment	<p>Monthly payment will be made on the production of Bill, acquaintance rolls after payment to the labourers is made by the Contractor positively before 10th of the month. Further, contractor will attach the copies of challan of EPF & ESI of previous month along with bills. Income Tax & other statutory deductions as applicable from time to time shall be made from the monthly bills as per Govt. rules.</p> <p>The employer part of ESI, Bonus, National Holidays and other statutory liabilities as applicable from time to time will be reimbursed by institute only after the proof of deposition/payment in the respective accounts of the beneficiaries/organization is produced by the contractor. Further, the employer part of EPF will be reimbursed by institute after verifying the acquaintance roll, challans with credit history, Bank statement as a proof that the employee and employer part of EPF have been deposited by contractor to EPFO and the same have been credited to beneficiaries account.</p>
Earnest Money	<p>The contractor shall deposit EMD for an amount of Rs. 3,30,000.00 in the form of an Account Payee Demand Draft from a Nationalized /commercial bank in favour of 'The Director, CIMAP, Lucknow' along with the Technical Bid. The Bid Security will remain valid for a period of ninety days beyond the final bid validity period. EMD shall be forfeited, if the successful bidder fails to sign the formal agreement and start the work within the specified period or neglects to execute the Contract or fails to furnish the required performance Security within the time frame specified by the CIMAP. EMD can also be forfeited, if the tenderer submits false /fraud documents.</p>
Subsequent Retention	<p>Earnest Money deposited with the tender will be treated as a part of the security deposit on award of work</p>
Security Deposit	<p>The contractor shall be required to deposit 10% of the estimated value of the work awarded to him in the form of FDR/DD. This security money will be refunded after expiry of contract and submission of challans with credit history and form 23 ensuring that EPF, ESI, service tax, etc. have been deposited by the contractor. The security money will be forfeited in case the contractor fails to execute the works as per the terms & conditions of the agreement leading to midway termination of the contract. This security deposit shall not carry any interest</p>
Service Charges	<p>Percentage of service charges on minimum wages payable from time to time for providing the manpower for completion of works.</p>
Conditional bids	<p>Conditional bids will be summarily rejected</p>
Duration of Contract	<p>The Contract may be valid initially for a period of one year. However, the Director, CIMAP reserves the right to curtail or to extend the validity of contract on the same rates and terms and conditions for such period as may be agreed to mutually.</p>
Jurisdiction	<p>The courts at Lucknow shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.</p>

कार्य की सूची : सीएसआईआर-सीमैप, लखनऊ की विभिन्न प्रयोगशालाओं में आर.एण्ड डी. कार्यों हेतु श्रमिकों की आपूर्ति के लिए निविदा ।

List of works for Tender for Manpower Supply to Carry out R&D support activities in Different Laboratories in CIMAP, Lucknow

क्रमांक	कार्यकलाप (Operations)
1.	प्रयोगशाला की स्वच्छता में सहायता (Assist to maintain the Lab cleanliness)
2.	प्रायोगिक कृषि क्षेत्र का रखरखाव आदि (Maintenance of fields for experimental works, etc)
3.	जलापूर्ति पाइपलाइन एवं इसकी फिटिंग की मरम्मत, प्लम्बर सम्बन्धी कार्यों की कम्प्लेंट अटेण्ड करना, आसवन कार्यों में मदद एवं अन्य सामान्य रख-रखाव कार्य आदि (Maintenance of water supply lines and its' fittings, attending complaints related to plumbing jobs, help in distillation operation and other general maintenance works, etc)
4.	अतिथिगृह का रख-रखाव, अतिथियों के लिए भोजन की व्यवस्था (नाश्ता, लन्च एवं डिनर) तथा कार्यालय कार्य अवधि में कार्यालय स्टाफ के लिए चाय एवं जलपान तैयार करना आदि। (Maintenance of guest house/up keeping, food preparation for guests (Breakfast, Lunch and Dinner), tea/ refreshments making and serving to office staff during working hours, etc.)
5.	विद्युत लाइनों का रख-रखाव, इसकी फिटिंग एवं इससे सम्बन्धी शिकायतों को अटेण्ड करना आदि। (Maintenance of electrical lines and its fittings, attending complaints related to Electrical jobs etc)
6.	प्रयोगशाला के रखरखाव सम्बन्धी समय-समय पर सौंपे गये अन्य आवश्यक कार्य। (Any other job related to laboratory maintenance will be assigned as and when required.)

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TERMS AND CONDITIONS

1. Sealed tenders should be submitted in One Sealed envelope mentioning Tender for **Manpower Supply to Carry out R&D support activities, maintenance and up keeping in different Laboratories in CSIR- Central Institute of Medicinal and Aromatic Plants, Lucknow-226015** due date of opening on on the top, which shall contain two envelopes one technical bid and one price bid.

Tender should be submitted in double cover as mentioned below:-

Envelope “A” (Technical Bid) should contain the following:-

- i. Particular of the Tenderer duly filled in the Form-II (attached to this Tender).
- ii. Experience Certificate alongwith satisfactory work completion certificate of rendering similar jobs **at least three works amounting to 40% or two works amounting to 50% or at least one work amounting to 80% of the estimated cost or above in single contract during the least five years** in CSIR/Central/State Govts./ Autonomous Bodies/Public Sector Undertaking Institutions as provided at Form-III
- iii. Copies of Experience Certificate(s) alongwith satisfactory work completion certificate of having 5 years experience of rendering similar jobs in CSIR/Central/State Govts./Autonomous Bodies/Public Sector Undertaking Institution.
- iv. A copy of partnership deed, in case of partnership firms.
- v. Full particulars, in case of Co-operative society for satisfactory running of Co- operative for two years.
- vi. Copy of the income tax return filled for the preceding year & PAN No.
- vii. EPF & ESI, Service Tax registration Number(s).
- viii. Copy of having valid labour contract license for supply of labour in Central/ State Govts. /Autonomous Bodies /Public Sector Undertaking Institutions / CSIR under C.L. (R&A) Act. 1970.
- ix. Demand Draft for earnest money.
- x. Valid Character Certificate issued from District Magistrate or in the form of an Affidavit on the stamp paper of Rs.100/- to the effect that the contractor/firm has not been blacklisted by any Govt. Deptt/CSIR as also that there is no criminal case pending against the firm/contractor in any court of Law.
- xi. The bidding contractor has to submit a written undertaking on the **letter pad** of the firm alongwith Technical Bid that he/she has cleared all the statutory liabilities viz. EPF, ESI, minimum wages etc. of the labour contract while he/his firm was dealing with any Govt./semi Govt./CSIR Institution for last three years.
- xii. Tender documents duly signed by Tenderers or by his/her authorized signatory with seal of the firm
- xiii. Any other certificate/Document, if required.

Envelope “B” (Price Bid) should contain the following :-

- (i). Service Charge(s) in Percentage (%) only on Minimum wages, in enclosed Proforma Form-I.
Each of the above envelopes should be sealed
The financial bid of only those agencies will be opened, who qualify in the Technical Bid and fulfill the Terms & Conditions as specified in Tender Documents.
2. The Management CIMAP reserves the right to scrutinize credentials of all tenders and to arrive at a conclusion to its satisfaction regarding the suitability of the party based on such examination/enquiry as deemed necessary. Issuing of tender form will not as such be accepted as proof of eligibility for the contract. A committee will first open envelope `A` in respect of Tenderers and after the committee has satisfied itself that All documents/information required have been furnished and the Tenderer is found suitable and competent for performing the job, committee will open the envelope `B`. In case the Tenderer withholds information/documents or the party is not found suitable, envelope `B` shall not be opened and the Tender will be rejected out rightly.
 3. Attested copies of performance/experience certificates given by organizations/ undertakings that the contractor has undertaken similar works during last five years must be attached. The certificate should be signed by the Head of Administration where he has provided services. If the signatures are not legible his name may be indicated alongwith telephone nos. The original certificate should be produced before award of the contract.
 4. For partnership firms, a copy of the partnership deed may be furnished.
 5. In case of Co-operative Society a copy of each of article of association and the latest certificate from the Registrar, Co-operative Societies mentioning that the Co-operative societies functioning satisfactorily for the last two years as per latest Audit Reports and other relevant record of the society.
 6. The contractor shall furnish the indemnity bond from the General Insurance Company at his own cost to indemnify CIMAP/CSIR against any claim arising out of or connected with the Tender
 7. Copy of the Income Tax return of the preceding year in the prescribed proforma issued in the name of the firm/Co-operative society should be enclosed with the Tender.
 8. Cost of Tender Documents (In case of download) and Earnest Money in the form of DD/bankers Cheque drawn on a Nationalized Bank in favour of Director, CIMAP, Lucknow should be attached with the Tender in envelopes `A` Tender without these will not be considered.
 9. A Valid Character Certificate issued by District Magistrate of the District to be submitted with the effect that the Tendered or in case of partnership, any of the partners and in case of Co-operative society, the chairman or the secretary of the Co-operative society, whose name find place in the registration documents of the Co-operative society have no criminal record **or** Tenderer has to submit a valid Character Certificate in the form of an Affidavit on the stamp paper of Rs.100/- to the effect that the contractor/firm has not been blacklisted by any Govt. deptt/CSIR as also that there is no criminal case pending against the firm/contractor in any court of Law.
 10. Earnest money of Rs 3,30,000/- in the form of D.D / Bankers Cheque drawn on a Nationalized Bank/commercial bank in favour of Director, CIMAP, Lucknow, payable at Lucknow should be attached with the Tender. Tender without earnest money will not be entertained. The Tender money in any other form will not be accepted.

11. The bidding contractor has to submit a written undertaking alongwith Technical Bid that he has cleared all the statutory liabilities viz. EPF, ESI, minimum wages etc. of the labour contract while he/his firm was dealing with any Govt./semi Govt./CSIR Institution for last three years.
12. Monthly payment to the contractor will be released only after production of :
 - a. Self attested Photocopies of the EPF and ESI challan of previous month with workers details and EPF/ESI Code.
 - b. Copy of pay roll with the certificate that all labours have been paid according to minimum wages act in presence of CIMAP's Representative.
13. The contractor shall comply with all the provisions of Contract labour laws including Employees State Insurance Act and shall keep CIMAP absolved from all acts and omissions, fault breaches and/or claims, demands, loss, injury and expenses to which CIMAP may be put or involved as a result of the contractor's failure to fulfill any of the above obligations and CIMAP shall be entitled to recover any such losses and expenses which may have to suffer on account of such claims demands loss or injury from the contractors monthly bill or from security deposit or from any money due to contractor without prejudice to its any other rights under the law.
14. The contractor shall ensure that all the workers get minimum wages and other benefits as admissible under various Labour Laws. The contractor shall provide full information in respect of the wages, etc. paid to its employees so deployed in conformity with the provisions of Contract Labour (Regulation and Abolition) Act 1970.
15. The manpower engaged by the contractor shall remain under the control and supervision of the contractor and the contractor shall be liable for payment of their wages, etc. and all other dues as applicable and amended from time to time which the contractor is liable to pay under the Contract Labour (Regulation and Abolition) Act 1970 and other statutory provisions.
16. The Contractor will make payment to the labourers before 10th of each month in the presence of committee nominated by Director, CIMAP and the date of disbursement of wages has to be displayed well in advance on the notice board of contractor.
17. Contractor has to submit copy of payment slip showing name of the labour, no of attendance, EPF/ESI No., wages per day and all deductions like EPF/ESI etc. along with monthly bill duly certified by CIMAP representatives and copy of EPF & ESI Challan with proper proof that the money deducted towards EPF/ESI have been deposited for previous month; CIMAP will ensure to make payment to the contractor at the earliest. If the wages are not paid by the Contractor on time, the office shall have the right to deduct the amount from the dues of the Contractor and pay the wages itself. This obligation is imposed on the Contractor to ensure that the Contractor is fulfilling his commitment towards his workers so deployed under various labour laws, having regard to the duties of CIMAP (CSIR) in this respect as per the provisions of Contract Labour (Regulation and Abolition) Act. 1970. The Contractor shall comply with or cause to be complied with, the contractors labour regulations made by CSIR from time to time in regard to payment of wages, wage period, deduction from wages, recovery of wages not paid and deduction unauthorizedly made, maintenance of wage book, wage slip, publications of scale of wages and terms of employment, inspection and submission of periodical returns.

18. Monthly/Six monthly/Yearly statements from EPF /ESI office showing details of amount credited in the account of each labour has to be displayed on the notice board and also copy of same to be submitted in CIMAP office.
19. In case any of the worker (s) so deployed by the Contractor does not come up to the mark or does not perform his/her duties properly or any report is received by the contractor about the said person's negligence or non-performance of duty or any unlawful activities or joining in union/ association activities of disorderly conduct, the contractor shall, take suitable action against such workers on the report of the authorized Representative of CIMAP. The Contractor shall immediately replace that particular person so deployed.
20. The Contractor must remove all workers deployed by him on termination of the contract on any ground whatsoever from the premises of the CIMAP and ensure that no person shall create any disruption/hindrance/problem of any nature to CIMAP (CSIR)
21. Workers provided by the Contractor for executing the work contracted out shall be employees of the Contractor and will be on his pay roll and shall receive instructions from him for the work to be carried out by them and for effective discharge of the work. The work will be supervised by the Representative of CIMAP and the contract workers shall abide by his instructions.
22. The contractor shall provide identity cards to the workers employed by him bearing their photographs, name of the worker, father's name, date of birth and residential address etc. which shall be produced by the worker on demand of any officer or staff of CIMAP authorized for this purpose. Further, all the above shall also be submitted to the office.
23. In connection with the services to be provided, the contractor will deploy all the labourers for work between the age of minimum 18 years and maximum 50 years.
24. The contractor would be required to engage **an average of manpower of 68 Highly skilled, 12 Skilled, 19 Semi Skilled and 03 Un-Skilled workers per day for 26 days per month** for carrying out the quality work.
25. The security will be refunded to the Contractor after the satisfactory performance of the contractor and expiry of the contract period, and submission of Form 3A, Form 6A and Form 23 ensuring that EPF, ESI etc. have been deposited by the contractor.
26. The Contractor will have to maintain premises in good condition.
27. The contractor will have to execute an agreement after the award of the work but before the commencement of work.
28. The last month payment of the contract will be paid only after receiving the satisfactory completion certificate.
29. The contractor shall have to maintain at his own expense attendance register throughout the contract period in which the daily attendance of the workers shall be recorded.

30. The contractor shall maintain a supervisor at his own expense who shall call the worker(s) to record their attendance.
31. The Contractor or his authorized representative shall have to be present on the site of work and will be responsible for execution of contract.
32. Tender submitted shall remain valid for 90 days from the date of opening for purpose of acceptance and award of work, validity beyond 90 days from the date of opening shall be by mutual consent.
33. Any alteration/modification in tender documents and giving/submitting wrong/forged information/document will be liable for legal action and the earnest money will be forfeited
34. The Contractor shall be responsible for any loss or damage caused by him or any of his workers by theft or otherwise to the property of the CIMAP and shall pay to CIMAP on demand at the current value of such properties.
35. On award of contract the contractor shall deposit with the Institute FDR/DD issued by a Scheduled Bank in favour of the Director, CIMAP, Lucknow in specified form for a sum of Rs. 16,50,000/- (Rupees Sixteen lakh fifty thousand only) as security money which should be valid for the duration of the contract. The Security deposit shall be 10% of contract value of work.
36. The Security money so deposited will be liable to be forfeited or appropriated in the event of unsatisfactory performance of the contract and loss or damage, if any, sustained by the institute on account of failure or negligence on the part of employees of contractor.
37. Income tax as per rules will be deducted from each bill.
38. The Contractor must be registered under the Contract Labour (Regulation and Abolition) Act 1970 as amended. Any obligations and/or formalities which for the purpose of entering into, and/or execution of the contract shall be carried out by the Contractor at his own expenses, and the contractor shall report the compliance thereof to the CIMAP (CSIR). The contractor shall be solely liable for any violation of provisions of the said Act or any other Act. The contractor shall furnish an attested copy of Registration Certificate that he is registered under the provision of contract labour (Regulation & Abolition) Act.1970.
39. On award of contract, the contractor shall be bound to submit labour license certificate issued by competent authority within one month from the date of award of work failing which award of contract stands terminated without any notice.
40. Each page of the tender document submitted by the contractor should be signed by the contractor.
41. The criteria of evaluation of lowest bidders shall be the service charge (in percentage) as quoted by the tenderer.

42. The contract may be valid initially for a period of one year. However, the Director, CIMAP reserves the right to curtail or to extend the validity of contract on the same rates and terms and conditions for such period as may be agreed to mutually.
43. Some manpower may be required to be deputed/engaged to do some official work outside the Institute/City to collect data, plant material/Survey work in different projects to assist in training programs conducted at different locations outside the city under sponsored projects, if required.
44. In addition, all terms and conditions mentioned in the model agreement attached and marked as Annexure-B will be applicable.

Signature of Contractor
(With seal)

Form – I

To be kept in a sealed envelope and mentioned “Price Bid” on the top)

CENTRAL INSTITUTE OF MEDICINAL AND AROMATIC PLANTS

(Council of Scientific and Industrial Research)

PO: CIMAP, Lucknow - 226015

Schedule of Contract Value/Service Charge

Contract for Manpower Supply to Carry out R&D support activities in different Laboratories of CIMAP, at CIMAP , Lucknow

1. Name of the Party/Firm :
2. Address in Full :
(with Phone no., if any)
3. Registration License No.(s) :
 - (a) Under C.L. (R&A) Act. 1970 :
 - (b) ESI. Act. :
 - (c) EPF Act. :
 - (d) Service Tax :
4. **Percentage of Service Charges on minimum wages payable from time to time for providing labours:**
In Figures :
In word :
5. Earnest Money Rs...../- deposited vide DD No.
Dated..... of (Bank)

Note:

1. The Contractor may visit Farm/ Laboratory to see the site before quoting the rates for contract.
2. Tenderers are responsible for fulfilling all liabilities towards the persons deployed under law namely Minimum Wages Act, EPF Act, ESI Act, Bonus Act, Maternity Benefit Act, service tax, etc. as applicable and amended from time to time.
3. Conditional bids will be summarily rejected.
4. Tenderers should sign all the papers attached with the Tender.
5. Details of work carried out must be indicated in the proforma attached.
6. Separate sheet may be enclosed if the space provided in this form is insufficient.
7. Service Charge will be paid on wages paid to labourers.
8. The criteria of evaluation of lowest bidders shall be the Service Charge(s) (in percentage) as quoted by the tenderer. Only workable rates will be accepted and the decision of the Director, CSIR-CIMAP, would be final in deciding the minimum workable rates.
9. In case, the service charges quoted by two or more agencies are equal, L-1 will be decided by considering the highest no. of valid works as described in Form-III (Experience Certificate), as submitted by the bidders, in case, L-1 cannot be decided at this stage as per the above criterion the total contract amount of all the completed valid works done by bidders in last five years ending last day of march, shall be considered and the bidder having highest total amount, will be considered as the L-1 for the purpose of award of work.

DECLARATION

I/We undertake to abide by the terms and conditions of the Manpower supply arrangement. The persons to be deployed in CIMAP, Lucknow for R&D support activities in different Laboratories of CIMAP at CIMAP, Lucknow shall be on the rolls of contractor and shall be the employees of the contractor. I/We also undertake to execute the necessary agreement before commencement of work, if awarded.

Signature of Contractor
(Seal)

CENTRAL INSTITUTE OF MEDICINAL AND AROMATIC PLANTS
(Council of Scientific and Industrial Research)

PO: CIMAP, Lucknow – 226015

Particulars of the party

1. Name of Tenderer :
2. Name of Firm :
3. Address & Telephone No.& E- mail, if any :
4. In case of partnership Firm :

Sl. No.	Name of the partners	Address with Telephone Nos.
1.		
2.		
3.		

Note: Partnership deed must be enclosed in case of partnership firm:

5. In case of Co-operative Society:

Sl. No.	Name of the Chairman and Secretary	Address with Telephone Nos.
1.		
2.		

6. Name of the Bankers with full address (where the party maintains the account)
7. Name and address of the person holding power of attorney in case of partnership firms/ Co-operative society
8. Labour license number provided by Labour Commissioner

CENTRAL INSTITUTE OF MEDICINAL AND AROMATIC PLANTS
(Council of Scientific and Industrial Research)
PO: CIMAP, Lucknow - 226015

EXPERIENCE CERTIFICATE

As per NIT, Tenderers should be having at least 5 years experience of rendering similar jobs in Central/State Govt./Autonomous Bodies/Institutions etc. The Tenderers should have successfully completed at least three works amounting to 40% or two works amounting to 50% or at least one work amounting to 80% of the estimated cost or above in single contract during the least five years.

Sl. no.	Name of the work*	Site of work	Period of work	Value of work/ Annual turnover	Name of the organization & Incharge under whom work got done
1					
2					
3					

*Certificate of satisfactory completion of work signed by Head of Office/Administrative Officer must be attached.

Annexure-B

Agreement to be executed on award of Contract

AGREEMENT FOR THE Manpower Supply to Carry out R&D support activities in different Laboratories of CIMAP, Lucknow

This AGREEMENT made on this day of between the COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH, a society registered under the Societies Registration Act and having its office at "Anusandhan Bhawan", Rafi Marg, New Delhi (hereinafter referred to as CSIR) which expression shall unless repugnant to the context or meaning thereof be deemed to mean and include its successors and assigns of the ONE PART.

AND

M/sat..... (hereinafter referred to as Contractor) of the OTHER PART.

WHEREAS the CSIR is desirous of giving a job contract for providing Manpower to carry out R&D support activities in different Laboratories of CIMAP, Lucknow, Which is a constituent unit of CSIR (hereinafter referred to as Lab/Instt) and whereas the contractor has offered to provide the Manpower Supply arrangement on the terms and conditions hereinafter stated.

WHEREAS Contractor has represented that he is a registered Contractor under the provisions of Contract Labour (Regulation and Abolition Act), 1970 and has further represented that he is eligible to get this contract and there is no legal or any other bar for him in this respect. Any obligations and/or formalities which are required to be fulfilled under the said Act or any amendment thereto for the purpose of entering into and/or execution of this contract shall be carried out by the Contractor at his own expenses, etc. and the Contractor shall report the compliance thereof to the CSIR. The Contractor shall be solely liable for any violation of the provisions of the said Act or any other Act.

WHEREAS CSIR has agreed to award the contract of work for Manpower Supply to Carry out R&D support activities, maintenance and up keeping in different Laboratories in CIMAP, Lucknow to hereinafter mentioned as work assigned details of which are given at Annexure 'A'.

AND WHEREAS the Contractor has agreed to furnish to the Lab./Instt. a security deposit of Rs..... (Rupees.....) by way of Fixed Deposit Receipt etc.

NOW THEREFORE BY THESE ARTICLES AND ON THE PREMISES mentioned above, the parties have agreed to as under:

A. GENERAL CONDITIONS

1. That it is expressly understood and agreed between the parties to this Agreement that the persons deployed by the Contractor for the services mentioned above shall be the employees of the Contractor for all intents and purposes and that the persons so deployed shall remain under the control and supervision of the Contractor and in no case, shall a relationship of employer and employee between the said persons and the CSIR shall accrue/arise implicitly or explicitly.
2. That on taking over the responsibility of the work assigned the Contractor shall formulate the mechanism and duty assignment of work to its personnel in consultation with Director of the Lab./Instt or his nominee, subsequently, the contractor shall review the work assigned from time to time and advise the Director of the Institute, for further streamlining their system. The contractor shall further be bound by and carry out the directions/instructions given to him by the Director of the Lab./Instt. or the officer designated by the Director in this respect from time to time.
3. That the Director of the Lab./Instt. or any other person authorized by the Director shall be at liberty to carry out surprise check on the persons so deployed by the Contractor in order to ensure that persons deployed by him are doing their duties.
4. That in case any of the persons so deployed by the Contractor does not come upto the mark or does not perform his duties properly or indulges in any unlawful riots or disorderly conduct, the Contractor shall immediately withdraw and take suitable action against such person on the report of the Lab./Instt/CSIR in this respect and immediately replace the particular person so deployed on the demand of the Director of the Lab/Instt./CSIR in case of any of the aforesaid acts on the part of the said person.

B. CONTRACTOR'S OBLIGATIONS

1. That the Contractor shall carefully and diligently perform the work assigned to him as mentioned at in Annexure-`A' as deemed fit by him in consultation with the Lab.
2. That for performing the assigned work, the Contractor shall deploy medically and physically fit persons. The Contractor shall ensure that the persons are punctual and disciplined and remain vigilant in performance of their duty.
3. That the Contractor shall submit details of the names, parentage, residential address, age, etc. of the persons deployed by him in the premises of the Lab./Instt/CSIR. For the purpose of proper identification of the employees of the Contractor deployed at various points, he shall issue identity cards bearing their photographs/ identification, etc. and such employees shall display their identity cards at the time of duty.
4. The contractor shall remove all workers deployed by him on termination of the contract or on expiry of the contract from the premises of CSIR-CIMAP, Lucknow and ensure that no such person shall create any disruption/hindrance/problem of any nature in CSIR-CIMAP, Lucknow either explicitly or implicitly.
5. That the Contractor shall at his own cost, if required, take necessary insurance cover in respect of the aforesaid services rendered to CSIR and shall comply with the statutory provisions of Contract Labour (Regulation & Abolition) Act, 1970, Employees State Insurance Act, Workman's Compensation Act, 1923, Payment of Wages Act, 1936. The Employees Provident Fund (and Miscellaneous Provisions) Act, 1952, Payment of Bonus Act, 1965, The Minimum Wages Act, 1948 Employer's Liability Act, 1938 Employment of Children Act, 1938, Maternity Act and / or any other

Rules/regulations and/or statutes that may be applicable to them and shall further keep the CSIR indemnified from all acts of omission, fault, breaches and/or any claim, demand, loss, injury and expense arising out from the non-compliance of the aforesaid statutory provisions. Contractor's failure to fulfill any of the obligations hereunder and/or under the said Act, rules/regulations and/ or any bye laws or rules framed under or any of these, the CSIR shall be entitled to recover any of such losses or expenses, which it may have to suffer or incur on account of such claims, demand, loss or injury, from the Contractor's monthly payment.

6. That the Contractor shall submit the proof of having deposited the amount of contribution claimed by him on account of ESI & EPF towards the persons deployed at CSIR Lab./Instt. Building in their respective names before submitting the bill for the subsequent month. In case the Contractor fails to do so, the amount towards ESI & EPF contribution will be withheld till submission of required documents.
7. That the contractor shall particularly abide by the provisions of the minimum wages act, 1948 with rules 1950 framed there-under, as amended from time to time. The contractor shall pay monthly wages to his workers at the rate of minimum wages fixed by the Central Government or State Government whichever is higher.
8. That the Contractor shall be required to maintain permanent attendance register/roll within the building premises which shall be open for inspection and checking by the authorized officer of CSIR/Lab./Instt
9. That the Contractor shall make the payment of wages, etc, to the persons so deployed in the presence of representative of the Lab./Instt/CSIR and shall on demand furnish copies of wage register/muster roll etc. to the Lab/Instt. for having paid all the dues to the persons deployed by him for the work under the Agreement. This obligation is imposed on the Contractor to ensure that he is fulfilling his commitments, towards his employees so deployed under various Labour Laws, having regard to the duties of CSIR in this respect as per the provisions of contract Labour (Regulation and Abolition) Act, 1970). The Contractor shall comply with or cause to be complied with the Labour Regulations from time to time in regard to payment of wages, wage period deductions from wages recovery of wages not paid and deductions unauthorized made, maintenance of wages book, wage slip, publication of scale of wage, and terms of employment, inspection and submission of periodical returns
10. The contractor shall take all reasonable precautions to prevent unlawful riots or disorderly conduct or act of his employees so deployed and ensure preservation peace and protection of persons and property of CSIR.
11. That the Contractor shall deploy his persons in such a way that they get weekly rest. The working hours/leave for which the work is taken from them do not violate relevant provisions of Shops and Establishment Act. The Contractor shall in all dealings with the persons in his employment have due regard to all recognized festivals, days of rest and religious or other customs. In the event of the Contractor committing a default or breach of any of the provisions of the Labour Laws including the provisions of Contract Labour (Regulation and Abolition) Act, 1970 as amended from time to time or in furnishing any information, or submitting or filling any statement under the provisions of the said regulations and rules which is materially incorrect, they shall without prejudice to any other liability pay to the Director of the Lab./Instt. a sum as may be claimed by Lab./Instt./CSIR.

C. CSIR'S OBLIGATIONS

1. That in consideration of the services rendered by the contractor as stated above, he shall be paid

actual wages as per the prevailed labour rates prescribed by Deputy Chief Labour Commissioner (Central), Kanpur plus service charges of the manpower on monthly basis. Such payment shall be made by the 10th day of the month on the basis of the bills raised by the Contractor and duly certified by the officer designated by Lab./Instt. in this regard.

2. That payment on account of enhancement/escalation charges on account of revision in wages by the appropriate Govt. from time to time shall be payable by the CSIR to the Contractor.
3. That the CSIR/Lab./Instt/ shall reimburse the amount of service tax, if any, paid by the Contractor to the authorities on account of the services rendered by him. This reimbursement shall be admissible on production of proof of deposit of the same by the Contractor.
4. The security deposit will be refunded to the Contractor within one month of the expiry of the contract only on the satisfactory performance of the contract.

D. INDEMNIFICATION

1. That the contractor shall keep the CSIR indemnified against all claims whatsoever in respect of the employees deployed by the contractor. In case any employee of the contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the contractor to contest the same. In case the CSIR is made party and is supposed to contest the case, the CSIR will be reimbursed for the actual expenses incurred towards counsel fee and other expenses which shall be paid in advance by the contractor to CSIR on demand. Further, the contractor will ensure that no financial or any other liability comes on CSIR in this respect of any nature whatsoever and shall keep CSIR indemnified in this respect.
2. The contractor shall further keep the CSIR indemnified against any loss to the CSIR property and assets. The CSIR shall have further right to adjust and /or deduct any of the amounts as aforesaid from the payments due to the contractor under this contract.

E. PENALTIES/LIABILITIES

1. That the Contractor shall be responsible for faithful compliance of the terms and conditions of this agreement. In the event of any breach of the agreement, the same may be terminated and the security deposit will be forfeited and further the work may be got done from another agency at their risk and cost.
2. That if the Contractor violates any of the terms and conditions of this agreement or commits any fault or his services are not to the entire satisfaction of officer authorized by the Director of the Lab in this behalf, a penalty leading to a deduction up to a maximum of 10% of the total amount of bill for a particular month will be imposed.
3. The security money so deposited shall be liable to be forfeited or appropriated in the event of unsatisfactory performance of the Contractor and/or loss/damage if any, sustained by the Institute on account of the failure or negligence of the workers deployed by him or in the event of breach of the agreement by the Contractor

F. COMMENCEMENT AND TERMINATION

1. That this agreement shall come into force w.e.f. and shall remain in force for a period of This agreement may be extended on such terms and conditions as are mutually agreed upon.
2. That this agreement may be terminated on any of the following contingencies:-
 - a. On the expiry of the contract period as stated above.
 - b. By giving one month's notice by CSIR on account of :
 - I. For committing breach by the Contractor of any of the terms and conditions of this agreement.
 - II. On assigning the contract or any part thereof to any sub contractor by the Contractor without written permission of the Lab./Instt.
 - c. On Contractor being declared insolvent by competent Court of Law.

During the notice period for termination of the contract. In the situation contemplated above, the Contractor shall keep on discharging his duties as before till the expiry of notice period.

It shall be the duty of the contractor to remove all the persons, deployed by him, on termination of the contract, on any ground whatsoever and ensure that no person creates any disruption / hindrance / problem of any nature for Lab./Instt./CSIR.

G. ARBITRATION

1. In the event of any question, dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is specially provided under this agreement) the same shall be referred to the sole arbitration to DGCSIR or his nominee.
2. The award of the arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever, the Director-General, CSIR shall appoint another person to act as arbitrator in place of the out-going arbitrator in accordance with the terms of this agreement and the person so appointed shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.
3. The expression Director General, CSIR shall mean and include an acting/ officiating Director-General.
4. The Arbitrator may give interim award (s) and/or directions, as may be required.
5. Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made hereunder and any modification thereof from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause

IN WITNESS WHEREOF the parties hereto have signed these present on the date, month and year first above written.

For and on behalf of
The Contractor

For and on behalf of
Council of Scientific & Industrial Research
Anusandhan Bhawan,
Rafi Marg, New Delhi- 110 001

WITNESS:

1.

2.

कार्य अवारड के पश्चात किया जाने वाले अनुबन्ध

सीएसआईआर-सीमैप, लखनऊ की विभिन्न प्रयोगशालाओं में आर. एण्ड डी. कार्यों हेतु श्रमिकों की आपूर्ति के लिए करार।

यह अनुबन्ध दिनांक को सोसाइटी पंजीकरण अधिनियम के अन्तर्गत पंजीकृत सोसाइटी वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद, जिनका कार्यालय "अनुसंधान भवन" रफी मार्ग, नई दिल्ली पर स्थित है (इसके बाद इसका उल्लेख सीएसआईआर के रूप में किया गया है), जब तक कि संदर्भ अथवा उसके अर्थ के प्रतिकूल न हो इसके उत्तराधिकारी और समनुदेशिती सहित एक पक्ष

और

मेसर्स जिनका कार्यालय पर स्थित है (इसके बाद इनका उल्लेख ठेकेदार के रूप में किया गया है), जब तक संदर्भ अथवा उसके अर्थ के प्रतिकूल न हो इसके उत्तराधिकारी और समनुदेशिती सहित दूसरे पक्ष के बीच वर्ष के माह के दिन को यह करार सम्पन्न हुआ।

जबकि सीएसआईआर अपनी एक घटक इकाई (प्रयोगशाला/संस्थान का नाम) (इसके बाद इसका उल्लेख प्रयोगशाला/संस्थान के रूप में किया गया है) में सुरक्षा व्यवस्था हेतु काग़्र ठेका देने का इच्छुक है और जबकि ठेकेदार ने इसके बाद उल्लिखित निबंधन एवं शर्तों पर सुरक्षा व्यवस्था करने का प्रस्ताव रखा है।

जबकि ठेकेदार ने प्रस्तुत किया है कि वह ठेका श्रमिक (विनियमन और उन्मूलन) अधिनियम, 1970 के प्रावधानों के अन्तर्गत पंजीकृत ठेकेदार है और किसी स्तर पर महानिदेशक (पुनर्वास) के पास पंजीकृत था और उसने यह भी प्रस्तुत किया है कि वह इस ठेके को प्राप्त करने का पात्र है एवं इस संबंध में उसके लिए कोई कानूनी अथवा अन्य वर्जन नहीं हैं इस ठेके को निष्पन्न करने के लिए उक्त अधिनियम अथवा इसमें किसी प्रकार के संशोधन के अंतर्गत पूरी की जाने वाली कोई बांधताएं और /अथवा औपचारिकताएं ठेकेदार द्वारा अपने खर्च आदि पर निभाई जाएंगी तथा ठेकेदार इसके अनुपालन की रिपोर्ट सीएसआईआर का प्रस्तुत करेगा। उक्त अधिनियम या किसी अन्य अधिनियम के प्रावधानों के किसी प्रकार के उल्लंघन के लिए ठेकेदार अकेला ही उत्तरदायी होगा।

जबकि सीएसआईआर ने सीमैप, लखनऊ की विभिन्न प्रयोगशालाओं में शोध एवं विकास, मरम्मत तथा साफ- सुथरा रखने जैसी गतिविधियों में सहयोग हेतु जैसा कि अनुलग्नक 'ए' पर उपलब्ध है के लिए ठेका अवारड करने के लिए आगे उल्लिखित शर्तों पर सहमति प्रदान कर दी है।

और जबकि ठेकेदार प्रयोगशाला/संस्थान को बैंक गारन्टी अथवा सावधि जमा रसीद के माध्यम से रू0..... की जमानत जमा देने के लिए सहमत है।

अतः अब ये दानों पक्ष इन अंतर्नियमों द्वारा और ऊपर उल्लिखित पूर्व शर्तों पर निम्नवत् रूप से सहमत है:-

क. सामान्य शर्तें

1. कि इस करार के दोनों पक्षों के बीच यह स्पष्ट मतैक्य एवं सहमति है कि ठेकेदार द्वारा ऊपर उल्लिखित सेवाओं के लिए तैनात व्यक्ति सभी उद्देश्यों एवं प्रयोजनों के लिए ठेकेदार के कर्मचारी रहेंगे और इस प्रकार तैनात व्यक्ति ठेकेदार के नियंत्रण एवं पर्यवेक्षण में रहेंगे तथा किसी भी मामले में सीएसआईआर और उक्त व्यक्तियों के बीच नियोक्ता तथा कर्मचारी का प्रत्यक्ष व अप्रत्यक्ष संबंध नहीं होगा।

2. कि समनुदेशित कार्य का उत्तरदायित्व लेने पर ठेकेदार प्रयोगशाला/संस्थान के निदेशक या उसके नामिती के साथ परामर्श करके अपने कार्मिकों के कार्य की क्रियाविधि और कार्य समनुदेशन तैयार करेगा। तदुपरांत ठेकेदार समय-समय पर समनुदेशित कार्य की समीक्षा करेगा तथा प्रयोगशाला/संस्थान के निदेशक को उनकी प्रणाली को और अधिक उपयोगी बनाने के लिए सलाह देगा। साथ ही ठेकेदार प्रयोगशाला/संस्थान के निदेशक और निदेशक द्वारा इस संबंध में समय-समय पर नामित अधिकारी द्वारा उसे दिये गये निर्देशों/अनुदेशों का अनुपालन करनेके लिए बाध्य होगा और उन्हें अमल में जाएगा।
3. कि यह सुनिश्चित करने के लिए कि ठेकेदार द्वार तैनात कर्मचारी अपनी ड्यूटी कर रहे हैं अथवा नहीं, प्रयोगशाला/संस्थान का निदेशक अथवा निदेशक द्वारा प्राधिकृत कोई अन्य व्यक्ति ठेकेदार द्वारा तैनात कर्मचारियों की आकस्मिक जांच कर सकता है।
4. कि यदि ठेकेदार द्वारा इस प्रकार तैनात किन्हीं व्यक्तियों में से कोई व्यक्ति निर्धारित अपेक्षाओं पर खरा नहीं उतरता अथवा अपनी ड्यूटी का निष्पादन उपयुक्त रूप से नहीं करता अथवा किसी गैर-कानूनी बलवा अथवा विच्छृंखल आचरण में लिप्त पाया जाता है, तो ठेकेदार इस संबंध में प्रयोगशाला/संस्थान/सीएसआईआर द्वारा रिपोर्ट किये जाने पर ऐसे कर्मचारी को तुरंत काम से हटा देगा और उसके विरुद्ध कार्रवाई करेगा। साथ ही ठेकेदार प्रयोगशाला/संस्थान के निदेशक/सीएसआईआर की मांग पर कथित व्यक्ति के उक्त कृत्यों में लिप्त पाये जाने पर उसे तुरंत बदल देगा।

ख. ठेकेदार की बाध्यताएं

1. कि ठेकेदार संलग्नक 'ए' पर उल्लिखित उसे समनुदेशित कार्य को प्रयोगशाला के परामर्श से अपनी समझ के अनुसार संशोधित ढंग से सावधानी और कर्मठता पूर्वक सम्पन्न करेगा।
2. कि समनुदेशित कार्य निष्पादन हेतु ठेकेदार शारीरिक रूप से स्वास्थ्य व्यक्तियों को तैनात करेगा। ठेकेदार यह सुनिश्चित करेगा कि ये कर्मचारी अपनी ड्यूटी के निष्पादन में नियमित अनुशासित एवं सतर्क हो।
3. कि ठेकेदार प्रयोगशाला/संस्थान/सीएसआईआर के परिसरों में तैनात व्यक्तियों के नाम, पिता का नाम, आवासीय पता, आयु इत्यादि संबंधी ब्योरे प्रस्तुत करेगा। कार्य के लिए तैनात ठेकेदार के कर्मचारियों की उपयुक्त पहचान के लिए वह उनके फोटो/पहचान पत्र आदि जारी करेगा और ऐसे कर्मचारी ड्यूटी के दौरान अपने पहचान पत्र प्रदर्शित करेगे।
4. कि ठेकेदार ठेके के समाप्त होने पर अपने द्वारा तैनात सभी कार्मिकों को प्रयोगशाला/संस्थान के परिसरों से हटा लेगा और यह सुनिश्चित करेगा कि ऐसा कोई भी व्यक्ति प्रत्यक्ष एवं अप्रत्यक्ष रूप से प्रयोगशाला/संस्थान के लिए किसी प्रकार का व्यवधान/रूकावट/समस्या उत्पन्न न करे।
6. कि ठेकेदार सीएसआईआर को प्रदत्त उक्त सेवाओं के संबंध में यदि आवश्यक हुआ तो अपने खर्च पर आवश्यक बीमा करवाएगा और उन पर लागू ठेका श्रमिक (विनियमन एवं उन्मूलन) अधिनियम, 1970 : कर्मचारी राज्य बीमा अधिनियम: कामगार प्रतिपूर्ति अधिनियम, 1923: मजदूरी भुगतान अधिनियम 1936: कर्मचारी भविष्य निधि (और विविध प्रावधान) अधिनियम 1952 : बोनस भुगतान अधिनियम, 1965: न्यूनतम मजदूरी अधिनियम, 1948: नियोक्ता देयता अधिनियम, 1938: बाल रोजगार अधिनियम, 1938: प्रसूति हितलाभ अधिनियम के सांविधिक प्रावधानों और/अथवा किन्हीं अन्य नियमों/विनियमों और/अथवा कानूनों का अनुपालन करेगा। ठेकेदार श्रम कानूनों अथवा किन्हीं अन्य सांविधिक प्रावधानों के किसी प्रकार के उल्लंघन के लिए अकेला ही उत्तरदायी होगा और साथ ही उक्त सांविधिक प्रावधानों का अनुपालन न होने की वजह से सभी प्रकार की चूकों, त्रुटियों, भंग और/अथवा किसी दावों, मांग, हानि, क्षति और खर्चों आदि के लिए सीएसआईआर को क्षतिपूर्ति करेगा। यदि ठेकेदार एतधीन और/अथवा उक्त अधिनियमों, नियमों/विनियमों और अथवा इनके अथवा इनमें से किसी के अंतर्गत बनाई गई किन्हीं उप-विधियों/अथवा नियमों के अन्तर्गत किसी बाध्यता को पूरा करने में विफल रहता है, तो सीएसआईआर को ऐसे दावों, मांगों हानि अथवा क्षति के कारण उसे हुए नुकसान अथवा खर्च की वसूली ठेकेदार को मासिक भुगतानों में से करने का हक होगा।

7. कि ठेकेदार परवर्ती माह का बिल प्रस्तुत करने से पहले सीएसआईआर प्रयोगशालाओं/संस्थानों में तैनात किये गए व्यक्तियों के नाम से ईएसआई और ईपीएफ अंशदान की राशि को जमा करने का प्रमाण प्रस्तुत करेगा। यदि ठेकेदार ऐसा नहीं करता है, तो ईएसआई और ईपीएफ अंशदान की राशि को उसके द्वारा अपेक्षित दस्तावेज प्रस्तुत नहीं किये जाने तक रोक लिया जायेगा।
7. कि ठेकेदार न्यूनतम मजदूरी अधिनियम 1948 के साथ नियम 1950 तथा समय-समय पर इनमें किये गये संशोधनों का पूरी तरह पालन करेगा। ठेकेदार अपने मजदूरों का भुगतान मासिक आधार पर केन्द्र अथवा राज्य सरकार द्वारा निर्धारित दर जो भी अधिक हो, से करेगा। ठेकेदार उन्हें ऐसी मजदूरी और अन्य सभी देय राशियों का भुगतान करने के लिए उत्तरदायी होगा, जिन्हें विभिन्न श्रम कानूनों और अन्य सावधिक प्रावधानों के अंतर्गत प्राप्त करने के हकदार है।
8. कि ठेकेदार से अपेक्षित होगा कि वह भवन परिसरों के भीतर स्थायी उपस्थिति रजिस्टर/नामावली रखे जिसे सीएसआईआर/प्रयोगशाला/संस्थान के प्राधिकृत अधिकारी द्वारा किये जाने वाले निरीक्षण एवं जांच के लिए उपलब्ध कराया जाएगा।
9. कि ठेकेदार प्रयोगशाला/संस्थान/सीएसआईआर के प्रतिनिधि की उपस्थिति में इस प्रकार तैनात व्यक्तियों को मजदूरी आदि का भुगतान करेगा और इस करार के अंतर्गत कार्य करने के लिए उसके द्वारा तैनात व्यक्तियों की सभी देय राशियों के भुगतान के प्रमाण के रूप में मजदूरी रजिस्टर/मस्टर रोल इत्यादि की प्रतियां मांग किये जाने पर सीएसआईआर/संस्थान को प्रस्तुत करेगा। ठेकेदार पर यह बाध्यता यह सुनिश्चित करने के लिए अधिरोपित की जाती है कि ठेका श्रमिक (विनियमन एवं उन्मूलन) अधिनियम 1970 के प्रावधानों के अनुसार सीएसआईआर के कार्यों के संबंध में तैनात अपने कर्मचारियों के प्रति विभिन्न श्रम कानूनों के अंतर्गत अपनी बचनबद्धताओं को पूरा करे। ठेकेदार मजदूरी के भुगतान, मजदूरों से मजदूरी अवधि की कटौती, अदा नहीं की गई मजदूरी के मानों तथा रोजगार निबंधन का समय-समय पर अनुपालन करेगा अथवा अनुपालन करवाएगा।
10. कि ठेकेदार स्वयं द्वारा तैनात कर्मचारियों के किसी गैर कानूनी अथवा बलवा अथवा विच्छृंखल आचरण अथवा कृत्यों को रोकने के लिए सभी प्रकार के यथोचित पूर्वोपाय करेगा और सीएसआईआर की संपत्ति तथा व्यक्तियों की शांति एवं सुरक्षा को बनाए रखना सुनिश्चित करेगा।
11. कि ठेकेदार अपने व्यक्तियों को इस प्रकार तैनात करेगा कि उन्हें सप्ताह में एक बार आराम मिल सके। उनसे लिए जाने वाले कार्य का समय/छुट्टी दुकान और स्थापना अधिनियम के संबंधित प्रावधानों के अनुरूप हो। ठेकेदार अपने कामगारों के संबंध में उनके सभी मान्यता प्राप्त त्योहारों, आराम के दिनों और धार्मिक या अन्य रीति तिरवाजों का सम्यक ध्यान रखेगा। यदि ठेकेदार समय-समय पर संशोधित ठेका श्रमिक (विनियमन एवं उन्मूलन) अधिनियम, 1970 के प्रावधानों सहित श्रम कानूनों के किसी भी प्रावधान में चूक अथवा भंग कर रहा है अथवा उक्त विनियमों और नियमों के प्रावधानों के अंतर्गत तत्त्वतः गलत कोई सूचना अथवा कोई विवरण प्रस्तुत अथवा फाइल कर रहा है, तो यह किसी अन्य दायित्व के पूर्वाग्रह के बिना प्रयोगशाला/संस्थान के निदेशक को प्रयोगशाला/संस्थान/सीएसआईआर द्वारा दावा की गई राशि का भुगतान करेगा।

ग. **सीएसआईआर की बाध्यताएं**

1. कि ठेकेदार द्वारा दी गई ऊपर उल्लिखित सेवाओं के बदले उसे उप श्रमायुक्त (केन्द्रीय), कानपुर द्वारा निर्धारित मजदूरी दर पर नियोजित श्रमिकों को ठेकेदार द्वारा भुगतान की गयी वास्तविक मजदूरी + उस पर ठेकेदार के सर्विस चार्ज का भुगतान किया जायेगा। इस प्रयोगशाला/संस्थान के नामित अधिकारी द्वारा विधिवत प्रमाणित ठेकेदार के मासिक बिलों का भुगतान यथासम्भव महीने की 10 तारीख तक किया जायेगा।
2. कि सीएसआईआर उपयुक्त सरकार द्वारा समय-समय पर मजदूरी में संशोधन किये जाने के कारण अभिवृद्धि/बढ़ोत्तरी प्रभारों का ठेकेदार को भुगतान करेगा।

3. कि सीएसआईआर/प्रयोगशाला/संस्थान ठेकेदार द्वारा प्रदान की गई सेवाओं के कारण प्राधिकरणों को उसके द्वारा भुगतान किए गए सेवाकर, यदि कोई हो, की प्रतिपूर्ति करेगा। यह प्रतिपूर्ति ठेकेदार द्वारा उक्त राशि को जमा करने का प्रमाण प्रस्तुत करने पर स्वीकार्य होगी।
4. ठेकेदार को इस जमानत राशि की वापस ठेके के समाप्त होने के एक माह के भीतर तभी की जाएगी, जब ठेके का कार्यनिष्पादन संतोषजनक होगा।

घ. **क्षतिपूर्ति**

1. कि ठेकेदार स्वयं द्वारा तैनात कर्मचारियों के सभी प्रकार के दावों के लिए सीएसआईआर को क्षतिपूर्ति करेगा। यदि इस प्रकार तैनात ठेकेदार का कोई भी कर्मचारी किसी प्रकार का विवाद करता है, तो इसके प्रतिवाद का उत्तरदायित्व मुख्य रूप से ठेकेदार का होगा। यदि सीएसआईआर को पक्ष बनाया जाता है और उसे ऐसे मुकदमों को प्रतिवाद करना पड़ता है तो ठेकेदार द्वारा सीएसआईआर को कांउंसिल शुल्क एवं अन्य व्ययों के वास्तविक व्ययों की प्रतिपूर्ति मांग किये जाने पर अग्रिम भुगतान के रूप में की जाएगी। साथ ही ठेकेदार यह सुनिश्चित करेगा कि इस सम्बन्ध में किसी प्रकार की वित्तीय या अन्य दायित्व सीएसआईआर पर न आए और वह इस संबंध में सीएसआईआर को क्षतिपूर्ति करेगा।
2. साथ ही ठेकेदार सीएसआईआर की सम्पत्ति एवं परिसम्पत्तियों के किसी भी प्रकार के नुकसान के लिए सीएसआईआर को क्षतिपूर्ति करेगा। सीएसआईआर को यह अधिकार भी होगा कि वह इस ठेके के तहत ठेकेदार को देय भुगतानों में से उक्त किन्हीं राशियों का समायोजन और/या कटौती कर सके।

ड. **शास्ति/दायित्व**

1. कि ठेकेदार इस करार के निबंधन एवं शर्तों का निष्ठापूर्वक अनुपालन करने के लिए उत्तरदायी होगा। इस करार के किसी भंग की दशा में इसे समाप्त किया जा सकता है और जमानत जमा जब्त कर ली जाएगी और साथ ही उसके (ठेकेदार) जोखिम एवं लागत पर किसी अन्य एजेंसी से यह कार्य करवाया जा सकता है।
2. कि यदि ठेकेदार इस करार की किसी निबन्धन एवं शर्तों का उल्लंघन करता है अथवा कोई चूक करता है या इस संबंध में प्रयोगशाला के निदेशक द्वारा प्राधिकृत अधिकारी उसकी सेवाओं से पूर्णतया संतुष्ट नहीं है, तो माह विशेष के बिल की कुल राशि में से अधिकतम 10 प्रतिशत तक की कटौती शास्ति के रूप में अधिरोपित कर दी जायेगी।
3. ठेकेदार को कार्यनिष्पादन असंतोषजनक होन पर और/अथवा उसके द्वारा तैनात कार्मिकों की लापरवाही अथवा विफलता के कारण संस्थान को किसी प्रकार की हानि/क्षति होन पर अथवा ठेकेदार द्वारा करार भंग किये जाने पर इस प्रकार जमा प्रतिपूर्ति धनराशि जब्त अथवा विनियोजित कर ली जायेगी।

च. **प्रारम्भ एवं समाप्ति**

1. कि यह करार..... से प्रभावी होगा और की अवधि के लिए प्रभावी रहेगा। इस करार की अवधि को आपस में तय निबंधन एवं शर्तों पर बढ़ाया जा सकता है।
2. कि इस करार को निम्नांकित किसी भी आकस्मिकता के होने पर समाप्त किया जा सकता है :-
 क) यथोक्त ठेका अवधि समाप्त होने पर
 ख) निम्नांकित के लिए सीएसआईआर द्वारा एक माह का नोटिस देकर
 I) ठेकेदार द्वारा इस करार की किसी भी निबंधन एवं शर्त को भंग किए जाने पर
 II) ठेकेदार द्वारा प्रयोगशाला/संस्थान की लिखित अनुमति लिए बिना किसी उप ठेकेदार को उक्त ठेका या उसका कोई भाग देने पर

ग. सक्षम न्यायालय द्वारा ठेकेदार को दिवालिया घोषित किए जाने पर ।
उपर्युक्त स्थिति में ठेके के समापन के लिए नोटिस अवधि के दौरान ठेकेदार नोटिस अवधि के समाप्त होने तक अपने कार्यों को पहले की तरह निष्पादित करेगा ।

छ. **विवाचन**

1. इस करार के तहत अथवा इससे संबंधित किसी प्रकार का प्रश्न, विवाद/मतभेद उत्पन्न होने पर (ऐसे मामलों को छोड़कर जिनके निर्णय इस करार के तहत विशेष रूप से उपलब्ध कराए गए हैं) उन्हें महानिदेशक, सीएसआईआर या उनके नामिती के एकमात्र विवाचन के लिए भेजा जाएगा ।
2. ऐसे विवाचक का अधिनिर्णय अन्तिम होगा और दोनों पक्षों के लिए बाध्यकारी होगा । जिस विवाचक के पास मूल रूप से यह मामला भेजा जाता है, यदि उसका स्थानांतरण किया जा रहा है अथवा अपना पद रिक्त कर रहा है अथवा त्याग-पत्र दे रहा है अथवा कार्य करने से इंकार कर रहा है अथवा अपने कार्य की अपेक्षा कर रहा है अथवा किसी अन्य कारण से कार्य करने में असमर्थ है, तो ऐसी स्थिति में महानिदेशक, सीएसआईआर इस करार के निबंधन के अनुसार निवर्तमान विवाचक के स्थान पर किसी अन्य व्यक्ति को विवाचक के रूप में नियुक्त करेंगे तथा इस प्रकार नियुक्त व्यक्ति उस स्तर से संदर्भ लेकर आगे कार्रवाई करने का हकदार होगा जिस स्तर तक उसके पूर्वाधिकारी द्वारा कार्रवाई की गई थी ।
3. महानिदेशक, सीएसआईआर से आशय कार्यकारी/स्थानापन्न महानिदेशक से है ।
4. ऐसा विवाचक यथा आवश्यकता अंतरिम अधिनिर्णय और/या निदेश दे सकता है ।
5. उपर्युक्त प्रावधानों के अध्यक्षीन, विवाचन एवं सुलह अधिनियम, 1996 और इसके तहत बनाई गई नियमावली तथा समय-समय पर किए गए इनसे संबंधित कोई प्रभावी आशोधन इस क्लॉज के तहत विवाचन कार्यवाहियों के लिए लागू माने जायेंगे ।

निम्नांकित गवाहों के समक्ष इन पक्षों ने पूर्वोक्त लिखित तारीख, माह और वर्ष में इस विलेख पर हस्ताक्षर किए हैं ।

ठेकेदार के लिए और
ठेकेदार की ओर से

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
अनुसंधान भवन, 2, रफी मार्ग, नई दिल्ली-110 001
के लिए और उसकी ओर से

गवाह :

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2.