

भारत सरकार/ Government of India  
अंतरिक्ष विभाग/ Department of Space  
इसरो नोदन कॉम्प्लेक्स/ ISRO Propulsion Complex  
महेंद्रगिरि/ Mahendragiri

**ANNEXURE 3**

**INSTRUCTION TO BIDDER FOR SPORADIC WORK OUTSOURCING PACKAGE**

1. ISRO Propulsion Complex invites Bids from potential Service providers for executing Sporadic work outsourcing package. The Terms & conditions are given in Annexure 1 and the Scope of work in Annexure 2.
2. Only registered Companies/ Firms/ Societies as per relevant Act based in India are eligible to bid for the Sporadic work outsourcing package. Copy of registration certificate shall be submitted along with the Bid. Copy of Income Tax return acknowledgement or relevant document for the assessment year previous to the one in which the Tender enquiry is floated evidencing that the "Status" of the Bidder is neither "Individual" nor "Hindu Undivided Family" shall also be submitted along with the Bid.
3. The Bidder must have registered for GST and the GST identification number shall be submitted along with the Bid.
4. The Bidder must have completed similar work with any Central/ State Government Department/ Enterprise/ Autonomous Body during the last 7 years ending last day of the month previous to the one in which the Tender enquiry is floated. The Bidder shall submit copies of Work orders/ Work completion certificates as evidence of the same.
5. Prior track record of the Bidder in ISRO Centres/ Units will be considered for evaluation of the Bid.
6. The subject requirement is for a consolidated work package and, hence, the price bids will be evaluated based on the overall/ total price only.
7. The Bidder shall quote the prices based on the minimum rate of wage + **variable dearness allowance** applicable to the human resources prevailing on the **date of floating of the Tender enquiry**. The Price variation provision specified in Section 4.2 of Annexure 1 to this Tender enquiry shall be applicable.

8. **RIGHT OF REJECTION OF BIDS/ VIABILITY**

- 8.1. The Purchaser reserves the right to reject any or all Bids without assigning reasons thereto.
- 8.2. On evaluation of the Bid, if it is observed that the Bid is not viable, the Purchaser reserves the right to reject such Bids although such Bids may otherwise be valid. Viability of a Bid with respect to prices quoted shall be examined on the following basis:
- a. Duration of the Work order
  - b. Scope of work as defined in the Tender enquiry
  - c. Whether the Bidder has understood the scope of the work and possesses adequate capability in terms of experience, human resources (adequately trained wherever essential), etc to execute the Work order for its entire duration?
  - d. Whether the prices quoted are sustainable considering wages (basic rate of wage + variable dearness allowance) payable to the Human resources deployed on the work in accordance with provisions of relevant statutes such as the Minimum Wages Act 1948, Contract Labour (Abolition and Regulation) Act 1970 with all their amendments or any other relevant statutes, executive orders, etc as may be applicable to the subject matter during the validity period of the Work order?
  - e. Whether the Bidder has considered and factored other costs in the Bid which will be incurred by the Vendor due to requirements of compliance with statutory provisions such as EPF, ESI & Income Tax deducted at source?
  - f. **The “Minimum Viable Price”, which is a Bid eligibility criterion, shall comprise the elements mentioned at “a” to “g” of Section 4.1.5 of Annexure 1 to this Tender enquiry.** For this calculation, the price per person per month shall be rounded off to 2 decimal places of Indian Rupee.
- 8.3. If, on evaluation of the Bid on the basis of the aforesaid criteria, it is observed that the Bidder may not be able to sustain the Work order, such Bids will be deemed having “Nil consideration” and invalid.