

**GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE  
ISRO PROPULSION COMPLEX (IPRC)  
MAHENDRAGIRI**

**Tender for Consignment load handling support services at IPRC  
Stores**

**Bids to be submitted online**

**Tender No.: IPRC/PURGP2/IP202400074501 dated 04-07-2024**

## A. Tender Details

Tender No : **IPRC/PURGP2/IP202400074501**

Tender Date : **04-07-2024**

Tender Classification: **SERVICES**

Purchase Entity : **PURGP2**

Centre : **ISRO PROPULSION COMPLEX (IPRC)**

### Consignment load handling support services at IPRC Stores

1. Foreign vendors are not permitted to quote.
2. MSE preference is applicable only against the claim of the manufacturer and production of documentary evidence by the manufacturer for the registration of particular item under MSE.
3. Last minute clarification on tenders will not be entertained.
4. This is an E Tender. Hence Postal/Fax/Email tenders will not be accepted.
5. Acceptance of Security Deposit, LD and Insurance Clause shall be specified in your Offer.
6. Detailed scope of work terms and conditions are as per Annexure 1, 2 & 3

#### A.1 Tender Schedule

Bid Submission Start Date : **05-07-2024 13:48**

Bid Clarification Due Date : **22-07-2024 14:00**

Bid Submission Due Date : **29-07-2024 14:00**

Bid Opening Date : **29-07-2024 14:30**

## **B. Tender Attachments**

NA

### **Instructions To Vendors**

#### **1. General Instructions**

1. Last minute clarification on tenders will not be entertained.
2. This is an E Tender. Hence Postal/Fax/Email tenders will not be accepted.
3. If a vendor is not able to submit bid against this tender due to any reason, such vendor is requested to post their REGRET message in the e-procurement portal with clear reasons or email to psogroup2@iprc.gov.in. Non submission of bids without regrets will be viewed seriously.
4. IPRC reserves the right to split the tendered quantity in part or whole on its sole discretion without assigning any reason.
5. IPRC has the right to cancel the tender without assigning any reason etc.
6. If any vendor submits forged / false documents along with the tender, offer of such vendors will be summarily rejected and such bidders will be blacklisted for all future tenders.
7. Option Clause:-The purchaser reserves the right to increase/decrease the ordered quantity by up to 25-30 percent at any time, till final delivery date (or the extended delivery date of the contract), by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period (or the extended delivery period)

#### **2. Conditions for BIDDER FROM A COUNTRY WHICH SHARES LAND BORDER WITH INDIA**

1. Any false declaration and non-compliance of the above would be a ground for immediate rejection of offer or termination of the contract and further legal action in accordance with the laws.
2. As per the Rule 144(xi) of General Financial Rule, 2017, any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with the competent authority ie., Department for Promotion of Industry and Internal Trade (DPIIT).

3. Hence, Vendors or Agents of a Vendor (Indian or others) from a country sharing border with India shall submit copy of valid registration made with Department for Promotion of Industry and Internal Trade (DPIIT), Government of India along with the tender mandatorily, without which the offer will be treated as invalid.

#### 4. Model Certificate for Tenders

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered

5. Validity of Registration: Registration should be valid at the time of submission of bids and should be valid at the time of placement of order.

### **3. INSURANCE TO WORKERS**

1. The Vendor shall arrange for a comprehensive insurance policy to all their workers/ human resources for the Sum assured as follows:

2. (i) In the event of death or permanent disablement/ disability resulting from loss of limbs - Rs. 10.00 Lakh

(ii) In the event of other permanent disablement/ disability - Rs. 7.00 Lakh

3. The number of workers covered under the insurance shall be as per the scope defined in the Purchase order. The Vendor, at their expense, shall arrange insurance policy from any Insurance company as approved of by Insurance Regulatory and Development Authority (IRDA) to all their workers as above within 15 days from the date of Purchase order. The Purchaser will not be obliged/ liable to pay or reimburse any premium or expenditure incurred by the Vendor on this account.

4. In case of substitution of any worker, the substituted worker shall also have insurance coverage. The Purchaser will not be obliged/ liable to pay or reimburse any premium or expenditure incurred by the Vendor on this account.

5. In case of death of or permanent disablement/disability to any worker while at work inside the Purchasers premise, the Purchaser will disburse compensation equal to the aforementioned Sum assured to the dependent of the victim (in case of death) or the victim directly (in case of permanent disablement/ disability) duly observing the procedure. The Vendor shall make necessary arrangements to refund the above compensation amount to the Purchaser (i) within 2 weeks from the date of settlement of claim by the Insurance company or (ii) within 3 months from the date of disbursement of

compensation amount by the Purchaser to the victim or dependent of victim or (iii) 1 week before expiry of validity period of the Purchase order, whichever is earlier. In case of any delay in refunding the compensation amount as aforesaid, the Purchaser shall have the right to recover the compensation amount from the payment(s) due to the Vendor or Security deposit(s) submitted by the Vendor either under the subject Purchase order or any other Purchase order(s)/ Work order(s)/ Contract(s) awarded by the Purchaser to the Vendor. It is onus on the part of the Vendor to get settlement of compensation claim from the Insurance company upon due procedure.

6. Some of the key terminologies involved are defined below:

7. Accident: Any death or permanent disablement/ disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the maintenance, operations and other supporting/ outsourced services rendered by the Vendors/ Service Providers [Private Companies, Firms & Contractors] engaged by the Purchaser within the premises of its work-site.

8. Dependent: As defined in the Employees Compensation Act, 1923

9. Victim: Any person who suffers permanent disablement/ disability or dies in an accident that occurred within the premises of the Purchasers work-site and during the discharge of duties, as defined in these Guidelines.

10. Permanent Disablement/ disability: A disablement/ disability that is classified as a permanent total disablement/ disability under the proviso to Section 2(l) of the Employees Compensation Act, 1923.

## C. Bid Templates

### C.1 Technical Bid - Consignment load handling support services at IPRC Stores

1. Consignment load handling support contract services at IPRC Stores for a period of 2 years as per Annexure attached

[Document : Annexure 1](#)

[Document : Annexure 2](#)

[Document : Annexure 3](#)

#### Common Specifications (Applicable for all items)

SI No	Specification	Value	Compliance	Offered Specification	Remark
1	Name of the Bidder: Full address: Landline telephone number: Cellular mobile telephone number: Fax number: Email ID:		-		
2	Name of the Proprietor/ Manager/ President/ Secretary/ Chief Executive/ Authorized signatory with Job title (Designation) and Affiliation (Department)		-		

3	Status of the Bidder as to whether Central/ State Government Department/ Enterprise/ Autonomous body or Private company or Firm or Agency or Society, etc		-		
4	Rule/ Act under which the Bidder is registered		-		
5	Registration number of the Bidder. Attach copy of registration certificate		-		
6	Income tax Permanent Account Number (PAN). Attach copy of card.		-		
7	Income Tax Assessee "Status" of the Bidder. Attach Income Tax return acknowledgement or relevant document for the assessment year previous to the one in which the Tender enquiry is floated		-		
8	Aadhaar/ Udyog Aadhaar number. Attach copy of card/ letter.		-		
9	Goods & Service Tax (GST) Identification Number. Attach copy of certificate.		-		

10	Employees Provident Fund (EPF) Registration number. Attach copy of certificate		-		
11	Employees State Insurance (ESI) Registration number. Attach copy of certificate.		-		
12	Name of the Banker, Branch and City/ Town/ Village: Bank account number: IFSC code of Bank:		-		
13	Any similar work as per this subject tender, completed 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? Attach copy of work order/ work completion certificate by the client.		-		



14	Your compliance to T&C given in Annexure 1. Deviation, if any, is to be explicitly spelt out under the "Remark" column. In the absence of deviation, it will be presumed that you comply with each and every aspect of the aforesaid document.		-		
15	Your compliance to Scope of work as per Annexure 2. Deviation, if any, is to be explicitly spelt out under "Remark" column. In the absence of deviation, it will be presumed that you agrees to comply with each and every aspect of the aforesaid document.		-		
16	Confirm that the Instructions to Bidders given in Annexure 3 are read and understood thoroughly.		-		

**Supporting Documents required from Vendor**

**1. Compliance to Annexure 1**

**2. Compliance to Annexure 2**

### **3. Compliance to Annexure 3**

### **4. Additional documents,if any**

5 additional documents can be uploaded by the vendor

## C.2 Commercial Terms / Bid

Sl. No.	Description	Compliance	Vendor Terms
1	Taxes and other costs (Specify)	Yes / No / Explain	
2	Validity of Offer (specify)	Yes / No / Explain	
3	Delivery Period (specify)	Yes / No / Explain	
4	Delivery Terms: Normal delivery terms - FOR Destination (i.e., IPRC, Mahendragiri)	Yes / No / Explain	
5	PAYMENT TERMS - Our normal payment terms is Pro-rata monthly payment for the actual quantity of work done and certified by the user division. (No advance payment allowed). (Details as per annexure 1) Specify your payment terms.	Yes / No / Explain	
6	Security Deposit: Supplier shall submit an interest free Security Deposit for an amount equivalent to 5% of the order value, obtained through Bank Guarantee or fixed deposit receipt from any of the Nationalized/Scheduled Banks executed on non-judicial stamp paper of Rs.200/- value, and shall be kept valid for a period of sixty days beyond the date for completion of the Purchase Order. [Format enclosed]. The Security Deposit can be submitted within 15 days from date of PO.	Yes / No / Explain	
7	Confirm: Conditions for BIDDER FROM A COUNTRY WHICH SHARES LAND BORDER WITH INDIA	Yes / No / Explain	
8	MSE preference is applicable only against the claim of the manufacturer and production of documentary evidence by the manufacturer for the registration of particular item under MSE.	Yes / No / Explain	

9	Liquidated Damages - In case of delay in rendering of service or non-deployment of the requisite quantity of human resources, the Purchaser shall recover Liquidated Damage/ Downtime compensation @ 0.5% of the price of the uncompleted part of the Sporadic work outsourcing package per week or part thereof from the Vendors outstanding bill or Security deposit. The total amount of recovery shall not exceed 10 % of the total price of the Work order. The quantum of Liquidated damage/ Downtime compensation to be recovered shall be decided by the Purchaser after assessing the quantum of work delayed and the Purchaser decision shall be final and binding on the Vendor.	Yes / No / Explain	
10	Insurance Policy compliance - The number of workers covered under the insurance shall be as per the scope defined in the Purchase Order. The Vendor, at their expense, shall arrange insurance policy from any insurance company approved by Insurance Regulatory and Development authority (IRDA) to all their workers as per the terms and conditions specified, within 15 days from the date of Purchase Order. The Purchaser will not be obliged / liable to pay or reimburse any premium or expenditure incurred by the Vendor on this account. In addition to the submission of Order acknowledgement and Security Deposit, Vendor shall also furnish copy of valid insurance policy after receipt and acceptance of the Purchase Order.	Yes / No / Explain	
11	Bidders shall read all the terms and conditions and scope of work stipulated in the Annexure 1, 2 & 3 carefully before submitting their bid.	-	
12	Any other terms	-	

### C.3 Price Bid

Sl. No.	Item	Quantity	Unit Price	Currency	Total Price	Remark
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1	Consignment load handling support contract services at IPRC Stores for a period of 2 years as per Annexure attached	1872.00 Unit		-		
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