

**GOVERNMENT OF INDIA
DEPARTMENT OF SPACE
U. R. RAO SATELLITE CENTRE (URSC)
BANGALORE**

Tender for Service Contract for the Deployment of Reprographic Assistants and Reprographic Supervisor

Bids to be submitted online

Tender No.: URSC/CE/IS202100109101 dated 12-01-2022

A. Tender Details

Tender No : **URSC/CE/IS202100109101**

Tender Date : **12-01-2022**

Tender Classification: **SERVICES**

Purchase Entity : **CE**

Centre : **U. R. RAO SATELLITE CENTRE (URSC)**

Service Contract for the Deployment of Reprographic Assistants and Reprographic Supervisor

Service Contract for the Deployment of Reprographic Assistants and Reprographic Supervisor

A.1 Tender Schedule

Bid Submission Start Date : **12-01-2022 16:05**

Bid Clarification Due Date : **24-01-2022 16:00**

Bid Submission Due Date : **02-02-2022 09:30**

Bid Opening Date : **02-02-2022 10:00**

Price Bid Opening Date : **02-02-2022 11:00**

B. Tender Attachments

Technical Write-up/Drawings

Document : Annexures

Document : Request for Proposal for Service Contract for the deployment of Reprographic Assistants and Reprographic Supervisors.

Instructions To Vendors

C. Bid Templates

C.1 Technical Bid - Service Contract for the Deployment of Reprographic Assistants and Reprographic Supervisor

1. Manpower Supply Reprographic Assistants

Item specifications for Manpower Supply

SI No	Specification	Value	Compliance	Offered Specification	Remark
1	Reprographic Assistants	150 Nos (316800 TSUs)	Yes / No / Explain		

2. Manpower Supply Reprographic Supervisor

Item specifications for Manpower Supply

SI No	Specification	Value	Compliance	Offered Specification	Remark
1	Reprographic Supervisor	1 No. (2112 TSUs)	Yes / No / Explain		

Supporting Documents required from Vendor

1. Annexure - F of RFP

2. Annexure - E of RFP

3. Annexure - H of RFP

4. Annexure - G of RFP

5. Annexure - D of RFP

6. Annexure - C of RFP

7. Annexure - B of RFP

8. Annexure - A of RFP

5 additional documents can be uploaded by the vendor

C.2 Commercial Terms / Bid

Sl. No.	Description	Compliance	Vendor Terms
1	As per Request for Proposal (RFP)	Yes / No / Explain	
2	Vendor should provide the following details along with your bid. Taxes and other costs, if any:	Yes / No / Explain	
3	The Service Provider should indicate the Service Charges only in terms of fixed amount or lump sum and the same shall be firm and fixed during the currency of the Contract. The quote received without Service Charges or Zero Percent will not be considered and summarily rejected. The Service Provider shall not indicate/quote the Service Charges in terms of percentage or any other manner.	Yes / No / Explain	
4	Security Deposit:	Yes / No / Explain	
5	Payment Terms:	Yes / No / Explain	
6	Bankers:	Yes / No / Explain	
7	Validity of the Contract: 180 days from the date of tender opening.	Yes / No / Explain	
8	Arbitration:	Yes / No / Explain	
9	Purchase Order to be placed on whom. Kindly furnish the following points. A. Please provide contact person and company e-mail ID and mobile/land line number in your quotation. B. Please provide the supplier/company proper address, telephone number and email ID on whom purchase order to be placed on in your quotation.	Yes / No / Explain	
10	Any other terms:	Yes / No / Explain	

C.3 Price Bid

Sl. No.	Item	Quantity	Unit Price	Currency	Total Price	Remark
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1	Manpower Supply Reprographic Assistants	316800.00 TSU		-		
2	Manpower Supply Reprographic Supervisor	2112.00 TSU		-		