

SECTION - II

	प्लाज़्मा अनुसंधान संस्थान	 15 YEARS OF CELEBRATING THE MAHATMA
	Institute for Plasma Research भाट, निकट इन्दिरा पुल, गांधीनगर - ३८२ ४२८ (भारत) Bhat, Near Indira Bridge, Gandhinagar 382 428, Gujarat (India) Tel. :- 079 – 2396 2260, 2262, 2263, 2264. Fax :- 079 – 2396 2277 E-mail :- stores@ipr.res.in	

GENERAL AND COMMERCIAL DETAILS

1. **SERVICE :**

The Service includes Operation and Maintenance and must be provided strictly conforming to our scope defined in the tender documents.

2. **REPAIRS AND REPLACEMENTS**

Repairs and Replacements are spelled out clearly in the detailed scope. Those which are not coming under the scope of the contractor are also given very clearly. Please refer **ANNEXURE – II of Section - III**. The repairable items mentioned under the heading ‘**Repairs:**’ can be repaired by the contractor and made functional. If they are found not repairable, then need to be replaced by the tenderer with new one. Similarly the items mentioned under the heading ‘**Replacement of Items:**’ if found faulty need to be replaced by the tenderer with new one without trying any repairing work on these items.

3. **PRICES AND RATES:**

The quoted price should not be subject to price escalation for whatsoever reasons. The quoted price shall be firm, fixed and non-revisable during the validity/extended validity of Work Order/contract. Break-up of price, wherever required, should be furnished.

Prices are to be quoted according to the units indicated in the tender form. When quotations are given in terms of units other than those specified in the tender form, relationship between the two sets of units must be furnished.

Whenever options are specified in the tender documents, IPR reserves the right to accept any option/s irrespective of whether all the vendors have quoted for all the options or not. The decision of IPR in this regard will be final.

IPR shall be under no obligation to accept the lowest or any tender.

Rates must be submitted in the Rate Schedule in Section – V, Annexure IIIa, IIIb and IIIc.

4. **GOODS AND SERVICE TAX**

- 4.1 GOODS AND SERVICE TAX where legally leviable as per relevant HSN code will be admitted and reimbursed at the rate applicable during the entire tenure of contract.
- 4.2 GOODS AND SERVICE TAX intended to be claimed should be distinctly shown separately along with the price quoted. Where this is not done, no claim for GOODS AND SERVICE TAX will be admitted at any later stage and on any ground whatsoever.
- 4.3 The Purchaser is entitled for assessment of GST at the Concessional rate as per Notifications issued by the Government, as amended from time to time, in respect of purchases made for the Research and Development applications under the Department of Atomic Energy and other R&D units.
- 4.4 **GST for R&D Unit:** Goods and Service Tax (GST) wherever applicable will be paid extra at actual during the tenure of Contract stipulated in the Contract, if awarded. In terms of notifications issued by the Central Government and State Governments, R&D units of Department of Atomic Energy are entitled for IGST @ 5% or CGST @ 2.5% and SGST @ 2.5% as applicable for stores covered under the Purchase Order.
- 4.5 **GST for Services:** As applicable. Specify the SAC codes wherever services are involved.

5. **DEDUCTION OF TAX AT SOURCE (TDS)**

As per Government of India rules, it is mandatory that income tax shall be deducted at source at applicable rates as per relevant act, rules and notifications issued by the government from time to time.

- 5.1 In case of Indigenous Vendors** (Indian Suppliers who provide indigenous products and services, Indian subsidiaries with permanent establishment in India who supply imported goods and services and paid in Indian currency only): Tax deducted at source will be applicable under Section 194-C for carrying out any work (including supply of labour for carrying out any work) in pursuance of contract as per Income Tax Act 1961. In case of technical or professional services, TDS will be applicable as per under Section 194-J of Income Tax Act 1961.

Important Note:

- a) Where bifurcation is inappropriate and unacceptable for supply of material and providing services the purchase order / contract will be treated as **Composite Contract** and TDS will be deducted on whole contract / purchase order value as per applicable rate.
- b) TDS or any other leviable taxes or duties, if applicable, shall be deducted recovered from the Supplier's bill and necessary certificate will be issued to the supplier.
- c) Details on relevant sections of Income Tax Act and DTAA treaties can be obtained from <https://www.incometaxindia.gov.in/Pages/acts/income-tax-act.aspx>.

6. COMPLIANCE WITH VARIOUS ACTS:

- 6.1 The Contractor shall be fully responsible for complying with all the relevant statutory obligations as applicable from time to time including:

- ø Contract Labour (Regulation and Abolition) Act
- ø Minimum Wages Act
- ø Payment of Wages Act
- ø Employees Provident Fund Act
- ø ESI/Workmen's Compensation Act
- ø Bonus Act
- ø Fatal Accident Act
- ø Gratuity Act
- ø Private Security Agencies (Regulation) Act 2005.
- ø Any other act, as applicable from time to time

đ Police Verification

Consequences arising out of the non-compliance with statutory requirements shall be the entire responsibility of the contractor and the liability to be borne by the contractor.

- 6.2 All the relevant records / documents / registers /correspondances / récits etc. for the above may be produced for verification whenever desired by the Institute, kept ready for the official inspection.
- 6.3 The contractor shall have to strictly pay minimum wages as notified by the Asst. Labour Commissioner (Central) for Zone C i.e. remaining area of Gujarat, from time to time to his personnel. The payment of wages to the persons deployed by the Contractor may be witnessed by an accredited representative of the Institute.
- 6.4 The contractor shall obtain valid license under the Contract Labour (R & A) Act 1970 and contract labour (Regulation and abolition central rules 1971) before the commencement of work and continue to have valid license during the currency of the contract if more than 20 workmen are engaged.
- 6.5 The contractor shall comply with the provision of payment of wages Act 1936, minimum wages Act 1948, employees liability Act 1938, Workmen's compensation Act 1923, Industrial disputes Act 1947, maternity benefit Act 1961 and the contractor labour (Regulation & Abolition) Act 1970 or the modifications thereof or any other laws relating thereto and the rules made there under from time to time.

7. **EARNEST MONEY DEPOSIT (EMD):**

The Bidder shall submit interest free Earnest Money Deposit (EMD) of ₹3, 80,000.00 (Rupees Three Lakh Eighty Thousand Only) by way of Demand Draft issued in favour of "Institute for Plasma Research" and payable at Ahmedabad. Copy of Demand Draft to be uploaded with the quotation, Original DD should be sent to Institute on or before the specified tender closing date and time.

8. **VALIDITY / TENURE OF CONTRACT :**

- a. This contract will be valid for a period of **02 years** from the date of commencement of the contract. The contract, if awarded, **may be in force initially for a period of three months**, which may be extended for the entire term of the contract if the performance during the initial period is found to be satisfactory.
- b. If IPR is not satisfied, in the event of award of contract, with the performance of the contractor during the period of contract including the trial period, IPR reserves the right to terminate the contract by giving 3 months notice to the successful tenderer. The contractor shall be required to hand over the Plant and Equipments in satisfactory working condition to IPR which will have to be certified by the Section Head/Division Head, AC & WC Section. IPR.
- c. Validity of the contract shall normally come to an end on the last day of its validity period / extended period of validity. Therefore, IPR is not bound to issue separate letter to the successful contractor-indicating expiry of the Contract. The Contractor must be ready for handing over the Plant and Equipments in satisfactory working condition to the incoming contractor vide Clause 11 given here below.

- d. Validity of the contract may be further extended for another one year or less than one year with mutual consent of IPR and successful bidder on the same rate and terms and conditions of the second year of the contract.

9. **TERMINATION OF CONTRACT :**

If the performance of the Contractor on award of the contract is not found satisfactory during the period of validity or extended period of validity of the Contract, IPR reserves the right to terminate the contract by issuing three months' notice to the contractor.

If reason for termination is serious and keeping the contractor is detrimental to the interest of the institute the contract may be terminated with immediate effect.

10. **PAYMENT**

- a. The payment for the completed work shall be made through running account bills payable monthly. The contractor shall submit his monthly bills along with satisfactory work done certification / attendance sheet, endorsed by the Engineer In-charge. The monthly bills should be submitted immediately after completion of each the month. IPR will make payment to contractor within 30 days from the date of submission of bill and certificate.
- b. Payment for the last bill as well as release of Security Deposit will be subject to fulfillment of all the terms and conditions of the contract to the entire satisfaction of IPR. IPR reserves the right to hold the last payment and Security Deposit till the successful tenderer completes the pending job if any, to the entire satisfaction of IPR, including satisfactory handing over of the switch yard and the equipment to the incoming contractor. However, the successful tenderer's payment will be withheld if the successful tenderer fails to hand-over the plants as they were at the time of taking over, considering normal wear and tear of plants during the course of operational period.
- c. All the spares/consumables procured and used by the successful tenderer shall be original/genuine and new. IPR reserves the right to ask the successful contractor to use only original/genuine and new spares/consumables. However, before going to use ,the successful contractor should furnish necessary delivery Challans to the IPR. The decision of designated Engineer/ Division Head -Power Systems Section in the respect of spares/consumables will be binding on the successful contractor
- d. If the work carried out by the successful tenderer is not satisfactory, IPR shall hold such bills till satisfactory services are provided.
- e. Any amount due from the successful tenderer to IPR will be recovered from his monthly bill.

11. **PENALTY :**

Please Refer to Clause C (Section - III) of this Tender Document

12. **HANDING OVER AND TAKING OVER OF EQUIPMENTS :**

The tenderer if awarded the contract shall be responsible to take over the plant, machinery and equipment in satisfactory working condition from the outgoing contractor. Similarly he shall be responsible to hand over the plant, machinery and equipment so taken over to the incoming contractor at the time of expiry of the contract. Payment for the last bill as well as release of Security Deposit will be subject to fulfillment of satisfactory handing over and complying with all the terms and conditions of the contract to the entire satisfaction of IPR. IPR reserves the right to hold the last payment and Security Deposit till the tenderer if awarded the contract completes the pending job if any, to the entire satisfaction of IPR, at the expiry of the tenure of the contract, including satisfactory handing over of the plant to the incoming contractor.

13. **ADDITION AND DELETION OF THE UNITS FOR OPERATION & MAINTENANCE :**

Addition & Deletion for Maintenance of equipment: IPR may include additional units as and when desirable. The rate for additional units will be same as matching equipment in the contract. If matching accordingly the total maintenance charges will vary. If the tonnage of matching equipment is not same for the additional units then the rate will be derived from per tonnage charges of the matching equipment and also IPR may have right to delete units as and when desirable if found obsolete or not in a use and the WO will be amended accordingly.

Addition & Deletion for Operation of equipment/Plant: IPR may include additional units or delete the units (except central AC plant) as and when desirable. Amendment for the same will be performed only if manpower will be increased and decreased accordingly.

Note: SST1 Air conditioning plant (375 TR) may be revamped within 1 year after award of this contract. During revamping period operation and maintenance of this plant will be deleted from the contract through amendment and payment for the same will be deducted from the contract. Contractor will be allowed to reduce manpower (1 skilled operator and 1 semi-skilled operator) during this revamping period. After completion of revamping of SST 1 Air conditioning plant, IPR will again add operation of this plant through amendment in the contract and contractor has to provide manpower (1 skilled operator and 1 semi-skilled operator) for the same. Payment for the same will be added in the contract as per contract rate.

14. **SECURITY DEPOSIT :**

The successful contractor will have to furnish to the Institute an interest free security deposit of 10% (Ten percent) of the accepted average Annual contract value in the form of Bank Guarantee from a nationalised/scheduled Bank within 15 days from the date of LOI/Work Order valid through the tenure of entire contract. The Security deposit shall be forfeited in case the tenderer who is awarded the contractor does not commence the work within the time limit specified or fails to perform within the stipulated guidelines of the institute or fail to comply with any of the terms and conditions in the Work Order/contract, including satisfactory handing over of the plant to the new contractor.

15. OBSERVANCE OF SAFETY PRECAUTIONS:

The contractor shall abide with all the safety regulations as in included in the Electrical safety guide for works contract at site. The contractor shall comply with all applicable provisions of the safety regulations, cleanup program and other precautionary measures, which the Engineer-In-charge has in effect at the site. The contractor shall comply with all instructions given by the safety engineer or his authorized representatives regarding safety precautions, protective measures, clean up and all the other practice which in the opinion of the Engineer or his authorized representative might be hazardous.

For the work at elevated places, the persons identified to work shall be subjected to medical check up once in 12 months with respect to :-

- a) Vertigo
- b) Epilepsy/fits
- c) Other related medical problem

The fitness certificate in this regard shall be submitted in the prescribed format & duly counter signed by IPR AMO.

If the contractor has been found violating the safety rules more than twice as per the intimation received from concerned Engineer, he will be penalized by Rs.500/- each time and this amount shall be deducted from his R.A. Bills.

Safety and fire training for labour engaged on work shall be organized by the contractor under the guidance of IPR Safety Section. Cost for such training occurred, if any, shall be borne by the contractor.

Safety helmets, safety shoes, gloves and any other safety equipment are to be provided by the contractor to his workers.

16. SECURITY:

The contractor shall follow all security rules as may be framed by IPR from time to time regarding removal of material from site, issue of identity cards, control of entry of persons and other similar matters. The contractor's personnel shall abide by all security measure imposed by the Engineer-In-Charge or his duly authorized representative from time to time.

The Contractors' personnel shall not disclose any information or drawings furnished to him by IPR. Any drawings, records and other information's prepared by the contractor or by IPR or jointly by both for the execution of the works shall not be disclosed without the prior approval of the engineer. No photograph of the substation or any other place within the premises of IPR shall be taken without the prior approval of the Engineer-In-Charge.

17. PAYMENT TO WORKMEN:

The Contractor shall strictly comply with all provision of labour laws given in General Conditions of the contract.

The contractor shall strictly follow all provisions of Minimum Wages Act (s) (central or state *whichever is more advantageous to workers*), contract labour (regulation & abolition) act or any other act(s) applicable to workers in this area. The contractor shall have to strictly pay minimum

wages to his personnel as notified by the Asst. Labour Commissioner (Central) as applicable from time to time. The payment of wages to the persons deployed by the Contractor may be witnessed by an accredited representative of the Institute.

The contractor must obtain valid license under the Contract Labour (R & A) Act 1970 and Contract Labour (Regulation and abolition central rules 1971) before the commencement of work and continue to have valid license during the currency of the contract.

If minimum wages increases during the contract period the difference (new minimum rate - old minimum rate shall also be payable by contractor).

The contractor shall record a certificate on every bill that minimum wages as applicable have been paid to all workmen. All Government / Institutes' notification procedure issued in this regard shall be applicable to this contract.

The contractor shall comply with the provision of payment of wages Act 1936, minimum wages Act 1948, employees liability Act 1938, Workmen's compensation Act 1923, Industrial disputes Act 1947, maternity benefit Act 1961 and the contractor labour (Regulation & Abolition) Act 1970 or the modifications thereof or any other laws relating thereto and the rules made there under from time to time.

18. LIABILITY FOR LOSS, DAMAGE, ACCIDENT ETC

The contractor shall immediately on award of work take out at his own cost a "Workmans' Insurance Policy" to a value equivalent to work order value. All policies taken by the contractor are to be in the joint names of the Institute and the contractor & the contractor is required to deposit the policies in original with the Authorised Authority. The contractor must have a third party insurance and insurance for workman compensation. The policy should include holidays also.

The first bill will be processed only after receipt of confirmation and documentary evidence of the policy enforced. The second bill will be processed only after due verification of the original insurance policy otherwise the second bill will be returned for compliance of the insurance clause.

In case there is a failure of keeping the insurance policy in force the contract will be terminated without giving any notice to the contractor. In this case the contractor shall be liable for the consequential losses that IPR will be subjected to.

If the policy was not in force for the intervening period the contractor shall be required to renew it without any delay and he shall be liable for consequential losses for not renewing it in time.

19. HOUSE KEEPING:

The contractor shall keep his work spot, site office and surroundings neat, clean and tidy. It should be free from dust, rubbish, scrap, surplus materials and unwanted tools and equipment. All scaffolding and temporary structure including the tools and equipment shall be removed as soon as the job for which they are intended are completed. All equipment and material to be taken inside the plant building shall be cleaned thoroughly before taking them inside. The contractor shall employ adequate housekeeping staff for above purpose. The Engineer-in-charge has right to stop the work, if the contractor fails to improve upon the house keeping after having been notified.

All the control rooms/operator room/relay room shall be maintained clean and free from dust, rubbish, scrap, surplus materials and unwanted tools and equipment.

All the unwanted/scrap materials are to be shifted at the assigned/specified area/scrap yard after consulting with Engineer In-charge.

A penalty of Rs.500.00 per occasion shall be imposed if any contractor or contractor's person is found chewing Gutka/ Smoking Cigarette during the period of contract.

20. SUB CONTRACT :

The tenderer if awarded the contract shall not sub contract any portion in any phase of the work covered in the tender document without prior written approval of IPR. The decision of the IPR to accept or reject the request of the contractor to subcontract the scope of work in full or part thereof shall be final and based on the submission of credentials of proposed sub contractor. Subcontract shall be permitted only if the sub contractor is an authorized service provider, have servicing facility in Ahmedabad / Gandhinagar.

21. JURISDICTION :

- a. The Contract shall be considered as having come into force from the date of acceptance of the Work Order.
- b. The Courts within the local limits (i.e. Gandhinagar) of whose jurisdiction where this contract is signed shall, subject to Arbitration Clause, have jurisdiction to deal with and decide any matter out of this Contract.

22. DISPUTES :

- a. Otherwise specifically provided in the Contract, all disputes concerning questions of fact arising under the Contract shall be decided by the Contractor and IPR subject to a written appeal by the Contractor to IPR.
- b. Any disputes or differences including those considered as such by only one of the parties arising out of or in connection with the Contract shall be to the extent possible settled amicably between the parties.
- c. If amicable settlement cannot be reached then the disputed issues shall be settled by arbitration.

23. ARBITRATION:

Except where otherwise provided for in the Contract, all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before contained in this Contract or as to the quality of the workmanship or materials used on the work or arising out of the terms and conditions of the Contract whether during the progress of the work or after the completion or abandonment thereof, at the request of the aggrieved party in writing, shall be referred to the sole arbitration of the person nominated and appointed by the competent authority of the Institute in respect of the contracts entered for and on behalf of the Institute, by any Officer/Authority of the Institute.

The parties of the Contract agree that it will be no objection to any such appointment that the sole arbitrator so appointed is a Institute Employee. The Sole Arbitrator to whom the matter is originally referred being transferred or having vacated his office or being unable to act for any reason whatsoever, the competent authority of the Institute, as aforesaid at the time of such transfer, vacation of office or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of the Contract. Such person as and when appointed shall proceed with

the reference from the stage at which it was left by his predecessor in accordance with the rules, regulations and the law of the land. It is also a term of this Contract that no person other than a person appointed by competent authority of the Institute, as aforesaid should act as Arbitrator and if for any reason that is not possible, the matter is not to be referred to arbitration at all.

It is also the term of the Contract that the party invoking the arbitration clause shall specify the dispute(s) or difference(s) to be referred to under this Contract together with the amount(s) claimed in respect of each such dispute(s) or difference(s). In an arbitration invoked at the instance of either party to the Contract, the Arbitrator would be free to consider the counterclaims of the other party or even though they are not mentioned in the reference to arbitration.

Subject as aforesaid, the provisions of the Arbitration and Conciliation Act, 1996 (No.26 of 1996) or any statutory modification or reenactment thereof and rules made there under and for the time being in force shall apply to the arbitration proceeding under this Clause.

24. Late / Delayed tenders will not be accepted. Incomplete tenders may be rejected at the discretion of IPR.
25. **IPR is not bound to accept the lowest tender. IPR reserves the right to select any bidder at its sole discretion.**

Great Emphasis will be put in Selection of Contractors for the proposed OMC work on the quality of their service infrastructure, ability and competency of contractors to do good quality OMC work according to the time schedule. IPR shall evaluate the contractor's service infrastructure facility for the proposed OMC work, by visiting their facility.

26. The Director, IPR reserves the right to accept or reject any quotation/tenders fully or partly without assigning any reason.

We agree to the above terms and conditions.

Place:

Date :

Signature of Bidder with seal