

**No. 8(01)/G/HK/2022-23**

NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND  
POLICY RESEARCH (NIScPR)  
Pusa Campus: Dr. K S Krishnan Marg (Near Pusa Gate) New Delhi-110012  
SVM Campus: 14, Satsang Vihar Marg, New Delhi - 110067

**NOTICE INVITING TENDER**

Item rate tenders in two cover (stage) system, are hereby invited, online through e-tendering portal <http://etenders.gov.in>, for the work of “Comprehensive work for Cleaning & Disposal of Garbage at NIScPR campuses at Pusa, S.V. Marg & Maharani Bagh Guest House at New Delhi” from the contractors having worked with CPWD, Railways, MES, Post & Telegraph Department State PWD’S, National Laboratories/Institutes, Govt. Organization, Semi - Govt. Organization, CSIR Laboratories and have successfully carried out at least one or two or three similar works of 80% or 60% or 40% value of the estimated cost amounting to not less than Rs. 80.49 lakhs / 60.36 lakhs / 40.24 lakhs/- /- respectively or above for providing minimum 25 safaiwalas in a single contract during within last Seven years ending last day of month previous to the one in which tenders are invited. The tenderers are required to produce proof of fulfilling these conditions, satisfactory completion certificates along with copy of valid license under the contract labour Act (Regulation & Abolition) 1970, GST No., PAN No. & EPF and ESI no.

1. Estimated cost of the work is Rs. Rs. 1,00,60,634/ (Rs One crore sixty thousand six hundred thirty four Only) and is based on relevant minimum wages of Govt. of NCT Delhi for workers & market rates for consumables, listed work requirements and inclusive of GST @ 18%.

2. Time for carrying out the work will be 12 Months and the date of commencement shall be reckoned from the tenth day of issue of award letter. Rates quoted shall remain valid throughout the contract period. However, the contract may be extendable for one more year on mutually agreed upon terms and conditions, if the service rendered were found to be satisfactory.

**3. Tender Fee and Earnest Money deposit:-**

1. Tender fee (non-refundable) Rs 1000/- (Rs One Thousand Only) and Earnest Money Deposit Rs. 2,01,300 /- (Rs Two Lakh One Thousand Three Hundred Only) are to be deposited through RTGS/NEFT in favour of Director, NIScPR (Canara Bank , Pusa, delhi A/c No 110003874485 IFSC Code: CNRB0019100
2. Director, NIScPR reserves the right to reject any or all the tender in part or full without assigning any reason

**The entire bid document contains the following:**

- A. Document related to technical eligibility criteria (cover-1)
- B. Financial Bid, complete tender documents (Cover-2)

**Documents to be uploaded in support of eligibility:**

### Cover –I (TECHNICAL DETAILS)

*Technical Details should be provided in the prescribed format i.e. Annexure “A, B” which should inter alia contain the following:*

- a). Receipt of deposit of ‘Tender Cost’ and ‘EMD’
- b). **Experience certificates of similar works completed as per NIT**, the completion certificate should contain all necessary information including date of start, completion amount and scope of work etc.  
“Similar work” means execution of cleaning, housekeeping, and sanitary works. The work **“completion certificate”** should mention the details of work executed, the date of commencement and date of completion of the work.
- c). The tenderer must have average annual financial turnover during the last 3 years ending 31st March of the previous financial year not less than 100% ( **ie. Rs. 1,00,60,634/-inclusive of GST**) of the estimated cost put to tender which shall be duly certified by a Chartered Accountant.
- d). PAN details of the firm has to be indicated along with a certified copy.
- e). An affidavit duly certified by a Notary that the Partners of the firm or sole proprietor or Company as the case may be, has never been black listed or changed the name of the firm. The persons deployed for work should not be involved in any police case or any case should be pending against them.
- f). An affidavit duly certified by a Notary that there is no police case/vigilance enquiry pending against the Partners of the firm or sole proprietor or Company as the case may be, and that has never been punished by any Hon’ble Court.
- g). Names/address of two persons who can vouch for the credentials of the contractor and stand surety.
- h). The tenderer shall submit the information regarding his firm in the format enclosed as Annexure A & B as part of Technical bid along with terms & conditions (duly signed) for the subject work.
- i) The copy of E.P.F. /E.S.I.C Registration number as per the rules to contribute to E.P.F./E.S.I.C.
- j) Copy of GST registration number and PAN Card
- k) Affidavit / undertaking as per Annexure I.
- l) All copies of documents submitted by the tenderer should be attested by a Gazetted Officer or a Notary, otherwise the bids are liable for disqualification. The original documents should be produced for verification at any stage of tender process as and when sought for, failing which, the bids are liable for disqualification.

### **Cover – II (PRICE-BID)**

Price bid should be uploaded in the BOQ format enclosed with tender at **PRICE-BID Part II** separately.

The notification shall be available on the website.

The critical dates are as follows:

| Sl. No. | Schedule of activities                | Date and time            |
|---------|---------------------------------------|--------------------------|
| 1       | Publish date on CPP Portal            | 26.04.2022 09.00 Hrs.    |
| 2       | Bid document downloaded date          | 27.04.2022 09.00 Hrs.    |
| 3       | Bid submission start date             | 27.04.2022 09.30 Hrs.    |
| 4       | Bid submission end date               | 18.05.2022 15.00 Hrs.    |
| 5       | Prequal. Bid opening date (cover-I)   | 19.05.2022 15.30 Hrs.    |
| 6       | Financial bid opening date (Cover-II) | To be intimated later on |

The certified copies of all credential related to eligibility criteria are to be submitted by the lowest bidder within a week of opening of financial bid (which has been uploaded for tender). In case the lowest bidder fails to submit the said document, the tender may be rejected without any notice.

1. The instructions for the submission of e-tender are available on the CPP portal i.e., <http://etenders.gov.in/eprocure/app> under the instruction for online bid submission. All the intending tenderer are requested to go through the instructions before entering into the process of e-tendering.

2. The tenderer are advised to go through website to see corrigendum/addendum, if any for detail please log on [www.NIScPR.res.in](http://www.NIScPR.res.in) or <http://etenders.gov.in>

**Administrative Officer**