

NATIONAL SEEDS CORPORATION LIMITED

(A GOVERNMENT OF INDIA UNDERTAKING-MINI RATNA COMPANY)

REGIONAL OFFICE: BANGALORE – 560 024 (Karnataka)

(CIN NO: U 74899 DL 1963 GOI 003913)



E-TENDER NOTICE
FOR PROVIDING OUTSOURCED MANPOWER
ON CONTRACT BASIS

TENDER SHOULD BE SUBMITTED IN TWO BIDS SYSTEM ONLINE ONLY

ON NSC e-Portal: <http://indiaseeds.eproc.in>

Cost of Tender document	₹ 590.00 (Including GST & Non-Refundable)
Earnest Money Deposit	₹ 1,00,000.00 (Rs. One Lakh only)
Security Deposit	₹ 1,50,000.00 (Rs. One Lakh Fifty Thousand only)
Tender document available for online submission	03-03-2021 from 13.00 Hours
Tender document available for online submission	24-03-2021 up to 13.00 Hours
Opening of tender (technical bid)	24-03-2021 at 15.30 Hours
Opening of tender (financial bid)	After evaluation of technical bid
Name & Address of the Authority	Regional Manager NSC Regional Office, Bangalore – 560 024
Telephone	080-23410159
E-mail	rm.bangalore@indiaseeds.com
IT Section	Mobile No. 8587003776
Website	www.indiaseeds.com



Signature :-
Subject : CN=ASHWIN D, SERIALNUMBER=2035d4fe20bae89488f496e7d7fdab3e3fcc14:
6a393f599e6d567e6c881eb03, ST=KARNATAKA, OID.2.5.4.17=560024, OU=
MANAGEMENT, O=NATIONAL SEEDS CORPORATION LTD, C=IN
User ID : ashwin.d
Serial No : FB771C

NATIONAL SEEDS CORPORATION LIMITED

(A GOVERNMENT OF INDIA UNDERTAKING-MINI RATNA COMPANY)

REGIONAL OFFICE: BANGALORE – 560 024 (Karnataka)

No. 2(3)/HR/NSC-BNG/2020-21

03.03.2021

NOTICE INVITING TENDER FOR PROVIDING MANPOWER ON CONTRACT BASIS AT REGIONAL OFFICE, BANGALORE AND ITS AREA OFFICES

National Seeds Corporation Limited (NCL), a fast growing “Mini Ratna” Central PSU under Ministry of Agriculture & Farmers Welfare, Govt. of India engaged in the business of Production and Distribution of Certified Seeds, Regional Office, Bangalore invites **E-Tenders** through NSC Procurement Portal URL <http://indiaseeds.eproc.in> under two bid systems from reputed and experienced Manpower Providing Agency / Service Provider to provide manpower on outsourcing basis at NSC Regional Office, Bangalore and NSC Area Offices at Bellary, Chikkaballapura, Davangere, Dharwad, Hassan, Haveri, Mysore, Mandya and Raichur. Detailed eligibility & other criteria may be viewed from the tender document. NSC reserves the right to modify, expand, restrict, scrap, refloat or cancel the Tender at any stage without assigning any reasons. Responses received after the stipulated time period or not in accordance with the specified format will be summarily rejected.

The cost of tender document (non-refundable) of ₹ 590/- (Including GST) and consolidated amount of **EMD ₹ 1,00,000.00/- (Rs. One Lakh only)** can be paid through e-Portal <https://indiaseeds.eproc.in>.

The tender document containing Tender Forms, Specifications, terms and Conditions, destinations etc. can be seen and downloaded from our portal <https://indiaseeds.eproc.in>. Tender Document can also be downloaded from NSC's website: www.indiaseeds.com or Central Procurement Portal www.eprocure.gov.in. A bid without payment of Tender cost and EMD is liable for rejection. However, **MSMEs registered with NSIC** are exempted from payment of Tender cost and EMD, subject to furnishing valid documentary proof in support of claim along with their request letter.

Bidder has to submit the tender online following the instructions appearing on the screen/ NIT on the portal <https://indiaseeds.eproc.in>.

Any further corrigendum(s) to this tender shall be published only on our website www.indiaseeds.com and e-portal <https://indiaseeds.eproc.in>. Hence, all concerned are requested to follow up the website/e-portal.

REGIONAL MANAGER



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GENERAL CONDITIONS OF CONTRACT (GCC)

1. GENERAL INFORMATION:

National Seeds Corporation Limited (NCL), a fast growing "Mini Ratna" Central PSU under Ministry of Agriculture & Farmers Welfare, Govt. of India engaged in the business of Production and Distribution of Certified Seeds, Regional Office, Bangalore invites **E-Tenders** through NSC Procurement Portal URL <http://indiaseeds.eproc.in> under two bid systems from reputed and experienced Manpower Providing Agency / Service Provider to provide manpower on outsourcing basis at NSC Regional Office, Bangalore and NSC Area Offices at Bellary, Chikkaballapura, Davangere, Dharwad, Hassan, Haveri, Mysore and Raichur.

2. TERMINOLOGY

Unless the context otherwise required, the following terms whenever used in this document have the following meanings:

Contract: Means the Contract signed by the parties, to which these GCC are attached together with all the documents listed/ required in such signed Contract.

Government: Means Government of India or State Government, as the case may be.

Competent Authority: Means Competent Authority of National Seeds Corporation Ltd. (NSCL)

Corporation/ NSC: Means National Seeds Corporation Limited

Agency/Agencies: Means Manpower providing Agencies/ Service providers

C1 India Private Limited: Service provider to provide the e-Tendering Software.

Party: Means the Corporation OR the Agency/Service provider, as the case may be, and **Parties** means both the Corporation and Agency/Service provider.

INSTRUCTIONS TO THE TENDERES / BIDDER – ONLINE MODE

(1). ACCESSING / PURCHASING OF BID DOCUMENTS:

It is mandatory for all the bidders to have Class-III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption) from any of the licensed Certifying Agency (Bidders can see the list of licensed CA's from the link www.cca.gov.in) to participate in e-tendering of NSCL.

C1-IndiaPvt.Ltd. facilitates for procurement of Class-III DSC's. DSC Procurement request may be sent to vikas.kumar@c1india.com for more details during NSCL working days.



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To participate in the e-bid, it is mandatory for the Applicants to get themselves registered with the NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>), to have a User ID & Password which has to be obtained by submitting a non-refundable annual registration charges of Rs.3416/-inclusive of all taxes in favour of M/s C1 India Private Limited through Online mode. Validity of Registration is ONE Year. After making the payment through online mode (i.e.Net banking, Debit card, Credit Card), Vendors have to send an e-mail intimation nsclsupport@c1india.com to Helpdesk for their profile activation. The account will be activated within 24 working Hours. All profile activations will be done only during NSCL working days. No profile activation will take place during NSCL Holidays & Gazette holidays.

To participate in bidding, bidders have to pay Tender Processing Fee of Rs.570/-inclusive of all taxes (Non-refundable) through online mode (Internet banking/Debit card/Credit card).

To participate in bidding, bidders have to pay Tender Document (Non-Refundable) and EMD (Refundable) as per the amount mentioned in the tender document through Online from <https://indiaseeds.eproc.in>.

Both 'EMD' and 'Tender Document Fee' are mentioned in individual tender document as published at NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>). The bidders who are MSE and registered with NSIC are exempted from paying EMD and tender document cost, for which they have to submit the documentary proof.

The amendments / clarifications to the tender, if any, will be posted on the NSCL e-Tendering Portal (<https://indiaseeds.eproc.in>).

For help desk, please contact e-Tendering Cell and Help Desk Support.

NSCL Global Support E-Mail Id: nsclsupport@c1india.com

NSCL Global Support Telephone: +91-124-4302033 / 36 / 37 during Monday to Friday between 9.00 to 7.00 Hrs

(2). PREPARATION SUBMISSION OF APPLICATION

Detailed NIT may be downloaded from NSCL e-tendering portal and the Application may be submitted compulsorily online mode following the instructions appearing on the screen /NIT.

Tenderer / Bidder can pay tender document Fee as per tender document online through Internet Banking / Debit Card / Credit Card.

A Tenderer / Bidder manual containing the detailed guidelines for e-tendering system is also available on the portal.



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(3). MODIFICATION/SUBSTITUTION/WITHDRAWAL OF BIDS:

The Bidder may modify, substitute or withdraw its e-bid after submission prior to the Bid Due Date. No Bid shall be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date. Any alteration / modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the NSCL, shall be disregarded.

For modification of e-bid, bidder has to decrypt its old bid from e-tendering portal and upload /resubmit digitally signed modified bid. For withdrawal of bid, bidder has to click on withdrawal icon at e-tendering portal and can withdraw its e-bid.

(4). OPENING AND EVALUATION OF APPLICATIONS

Opening of Applications will be done through online process. However, Corporation reserves the right for evaluation and decision based on tender submitted online. NSCL shall open documents of the Application received in electronic form of the tender on the Application due date i.e., in the presence of the Applicants who choose to attend. NSCL will subsequently examine and evaluate the Applications in accordance with the provisions set out in the Tender Document. The price bid will be opened of the responsive applicants. The date of opening of price bid will be notified later on.

(5). DISCLAIMER:

The vender must read all the instruction in the RFP and submit the same accordingly AND the Applicant must read and wholly understand all the instructions in the tender Document and submit the same accordingly.

SCOPE OF WORK

In performing the terms and conditions of the Contract, the Agency shall at all times act as an Independent Agency. The contract does not in any way create a relationship of principal and agent between NSC and the Agency. The Agency shall not act or attempt or represent itself an agent of NSC. It is clearly understood and accepted by both parties that this Contract between the parties evidenced by it is on a Principal-to-Principal basis and nothing herein contained shall be construed or understood as constituting either party hereto, the agent or representative of the other, under any circumstances. The employees of the Agency shall never, under any circumstances whatsoever, be entitled to claim themselves to be employees of the NSC.

Services to be provided on all working days during the normal general shift duty hours from 10.00 am to 05.30 pm with half an hour lunch break. It could, however be changed to shift duties, in the case of security and other similar types of duties, as per requirements. In case, the services are not given for a particular day, proportionate recovery will be made at the quoted rate of rupees per person. Presently, NSC is observing six days working in a week.



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PROPOSAL EVALUATION

A two-stage procedure shall be adopted in evaluating the proposals. The technical evaluation shall be carried out first. The financial evaluation will be carried out of only those agencies which fulfil the technical criteria.

a) Technical Proposal

The Evaluation Committee appointed by NSC shall carry out its evaluation for the technical proposal.

The technical proposal **will be opened on 24.03.2021 at 15.30 Hrs** at the address given above and the Agencies are at liberty to be present or through their authorized agents at the time of opening. In case 24.03.2021 is declared as holiday, the tender will be opened at the same time on the next working day.

b) Financial Proposal

Financial proposal of only those agencies which fulfil the technical criteria will be opened and the date and time of opening of financial proposal will be decided & intimated by NSC to such bidders separately. Agencies are at liberty to be present personally or through their authorized agent at the time of opening financial proposal. Financial proposal should be inclusive of all taxes including GST where the GST amount should be mentioned separately.

The evaluation committee, after determining whether the financial proposals are complete and without errors shall determine the lowest financial proposal for conducting negotiation/ award of contract.

SELECTION OF SUCCESSFUL AGENCY

The successful bidder/Agency after qualifying on the basis of Technical Proposal enclosed at Annexure-I would be selected on the basis of lowest quoted rate as per the format enclosed at Annexure – II.

The Offer shall remain valid for a period of 90 days from the last date of submission of tender documents.

OBLIGATIONS OF THE AGENCY

The Agency shall perform the Services and carry out their obligations with all due diligence, efficiency, confidentiality and economy in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe secured methods. The Agency shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to NSC, and shall at all times support and safeguard NSC's legitimate interests in any dealings with the third parties.



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AWARD OF CONTRACT

The contract shall be awarded to the Agency, by conveying acceptance of the proposal by NSC through registered/speed post/courier. Negotiation with the agency, if needed will be done before award of contract.

All the terms and conditions as stated in the Tender documents, Appendices and acceptance conveyed by NSC will constitute the contract between the Agency and NSC.

The selected agency is expected to commence the assignment on the date and at the location to be specified in the work order to be issued by NSC as per its requirement and on the terms & conditions specified.

The requirement of Manpower is indicated in the technical bid. However, NSC does not guarantee any definite volume of work or any particular service at any time or throughout the period of contract.

The Manpower Providing Agency/Service Provider Agency will be engaged for one years from the date of issuance of letter of intent and which may be extended for one more year on mutual consent, if service so provided found to be satisfactory as per terms & Conditions of the contract

Terms & conditions

1. The Agency should have been in existence for the last three years continuously (i.e. 2017-18, 2018-19 & 2019-20).
2. The Agency should have at least three years (i.e. 2017-18, 2018-19 & 2019-20) of working experience of similar nature in Central Govt. Ministries / Departments / PSUs / Autonomous bodies / statutory bodies of GOI. (Certificate for having performed the work/service satisfactorily in the said ministry/Dept./Organisation should be attached).
3. The agency should have a minimum turnover of ₹ 50,00,000/- (Rupees Fifty Lakhs only), every year from manpower providing services related works in last three financial years i.e. 2017-18, 2018-19 & 2019-20). Audited financial statement for last three years should be submitted along with the technical proposal. In case segment wise result is not mentioned in the audited financial statement, a certificate to this effect may be enclosed from Company's Chartered Accountant.
4. The Agency should have the registration for GST Registration, ESI, PF, etc and also PAN details. (Proof in this regard may be attached).
5. Certificate / Licence issued by Labour department and police department related to proving manpower for works related to security and other works
6. EMD of ₹1,00,000.00/- (Rupees One Lakh only) as per online procedure to be submitted. The EMD of successful bidder will be retained and adjusted against the Security Deposit/ performance guarantee and others will be returned.



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7. The successful bidder has to deposit Rs.1,50,000/- (Rupees One Lakh Fifty Thousand only) as Security Deposit/ performance guarantee, within fifteen days of issue of work order along with execution of an agreement in Rs.200/- non judicial stamp paper. The Security Deposit will be refunded to the Agency on due and satisfactory performance of services on completion of all obligations by the Contract.
8. In case if the party breaches any clause of terms and conditions the service of the contract will be terminated and will be forced to forfeit the Security Deposit/ performance guarantee deposited by him.
9. The firm/agency should not have been blacklisted or debarred by Government Organisation / PSU etc. He may furnish an undertaking to this effect on his letter head duly signed by authorised person of the firm/company.
10. The contract shall come into effect from the date of issuance of letter of intent by NSC. The selected Agency is expected to commence the Assignment on the date and at the location to be specified in the work order to be issued by NSC as per its requirement. If the Agency fails to commence the assignment within the specified schedule as per work order, the contract shall be liable to be terminated.
11. Services to be provided on all working days during the normal general shift duty hours from 10.00 am to 05.30 pm with half an hour lunch break. It could, however be changed to shift duties, in the case of security and other similar types of duties, as per requirements. In case, the services are not given for a particular day, proportionate recovery will be made at the quoted rate of rupees per person. Presently, NSC is observing six days working in a week.
12. The persons engaged to function as of Graduate Skilled, Skilled, Semi-skilled & Unskilled will be paid remuneration as per minimum wages declared by State Government time to time. The details regarding educational qualification & other qualification/ certificates/ documents, salary in hand, deduction etc. is placed at Annexure – III. The rate of remuneration of above categories would be changed, if it will come below the rate of minimum wages declared by Government of Karnataka.
 - 12.1 The agency before engagement of any of the candidate must ensure that the candidate has requisite educational qualification, other qualification, working experience etc, as prescribed in Annexure-III of this tender document.
 - 12.2 No service provider will collect any amount or deduction from wages as service charge/ administrative charge after engagement of staff so provided to NSC on any account. Any complaint received from staff to be engaged / engaged; explanation will be asked from agency liable to be penalized in terms of agreement or may lead to termination of contract.
 - 12.3 Besides the above, NSC will also pay subscription/ contribution towards ESI&PF in respect of the persons engaged for which Agency have to produce the necessary documents in individual name of the staff to be engaged for release of payment.
 - 12.4 The engaged persons need to be paid on or before 5th of every month the above remuneration through account transfer (NEFT/RTGS) to the employee account.



The necessary detailed slip of salary is to be provided to the employee. No cash disbursement of remuneration shall be allowed in any case and violation will lead to termination of the contract.

13 Expiration of Contract

Unless terminated earlier, Contract shall expire at the end of such time period after the effective date as specified.

13.1 Termination

(i) By Corporation (NSC)

NSC may terminate this Contract, by giving not less than thirty (30) days written notice of termination to the Agency, after the occurrence of any of the events specified below in clauses (a) to (c) of and sixty (60) days in the case of the event referred to in clause (d):

(a) If the Agency commits breach of the contract or does not remedy / rectify a failure in the performance of its obligations under the Contract.

(b) If the Agency becomes insolvent or bankrupt;

(c) If, as the result of FORCE MAJEURE, the Agency is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or

(d) If NSC, in its sole discretion, decides to terminate this Contract.

In the event of termination on unsatisfactory service or in violation of any of the terms & conditions of contract, the performance guarantee shall stand forfeited in addition to banning of Agency for a period of 2 years.

(ii) By Agency

The Agency may terminate this Contract, by giving not less than thirty (30) days' written notice to NSC if it fails to pay any undisputed amount due to the Agency under the Contract, provided that if NSC pays such amount within the notice period such termination notice shall become in fructuous.

13.2 Payment upon Termination

NSC at its sole discretion may be decided & pay remuneration for Services satisfactorily performed prior to the effective date of termination provided such termination is not on account of any breach of terms of contract by the Agency.

14 FORCE MAJEURE

For the purposes of this Contract, " Force Majeure" means any unforeseen event directly interfering with the services during the currency of the contract such as War, insurrection, restraint imposed by the Government, Act of Legislature or other Authority, explosion, accident, strike, riot, lockout, act of public enemy, act of God, sabotage which is beyond the reasonable control of a party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.



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The obligations of NSC and the Agency shall remain suspended if and to the extent that they are unable to carry out such obligations owing to force majeure or reasons beyond their control.

The failure of a Party to fulfil any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event and such impossibility subsists for not less than 60 days.

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

The Agency is entitled to the payments for the portion of the work already completed before the happening of any event constituting Force Majeure culminating in termination of contract only if the purpose of NSC fulfilled partly to proceed further. Decision of NSC in this regard is final.

15 INDEMNITY

The Manpower Providing Agency / Service provider agency hereby agrees to keep indemnified and shall keep indemnified and hold harmless, NSC and its Directors, Officers and Employees from and against all and any claims, demands, losses, damages, penalties, expenses and proceedings connected with the implementation of this Contract or arising from any breach or non-compliance whatsoever by the Manpower Providing Agency/ Service Provider agency or any of the persons deployed by it pursuant hereto of or in relation to any such matter as aforesaid or otherwise arising from any act or omission on their part, whether wilful or not, and whether within or without the premises.

16 AGREEMENT

The parties will enter into an Agreement in Rs. 200/- non judicial stamp paper, within 15 days from the date of issue of work order along with performance/ Security deposit.

17 OTHER TERMS AND CONDITIONS

- a) Online quotations should be submitted on or 24.03.2021 by 13.00 Hrs and the technical quotation will be opened on the same date at 15.30 Hrs.
- b) Two bids may be submitted i.e. "Technical Bid" and the "Price Bid". The technical bid would contain the documents, i.e. certificate of satisfactory experience, EMD, proof of existence since 2017-18, registration of GST, PAN, ESI, PF etc as indicated in the Tender. 'Price-Bids' of only those bidder will be opened, who has been found successful after evaluation of technical bid.



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- c) Rates should be quoted separately for each staff provided under categories of Unskilled /Semi-skilled / Skilled persons like Date Entry Operator, Security Guard for service charges in rupees per month.
- d) No service provider will collect any amount as charge after engagement of staff so provided to NSC on any account.
- e) However the service charges mentioned by lowest bidder should be workable i.e. should not be zero or impracticable. Otherwise his bid will be void *ab-initio*
- f) Offered rates should be valid for one years from the date of commencement of contract.
- g) Manpower will be supplied by the Agency as per actual requirement, which will be informed to the Agency generally with a notice period of more than 8 hours. However, in case of emergency manpower may have to be supplied at a short notice of 3 hours. In case of leave/ absence of manpower, alternate arrangement will be made by the Agency. Skilled manpower, such as Data Entry Operators must preferably be possessing requisite qualification and experience.
- h) Payment for such engaged contract manpower to the Agency will be subject to provision of satisfactory service which may be certified by the Officers/ Area Managers, where ever they have been engaged. Deduction of statutory dues from the payments to the contract manpower and timely remittance thereof would be the sole responsibility of the Agency.
- i) Verification of character and antecedents of the labourers to be engaged / deployed will be submitted by the bidder on engagement i.e. before commencement.
- j) The manpower supplied at no time will perform any such act that would lower the dignity of the NSC. In case the quality of services of any personnel supplied is not found satisfactory, the NSC shall have the right to return that person to the Agency, who shall provide a suitable replacement within twenty four hours.
- k) The Agency shall comply with all provisions of labour laws and other statutory requirements in relations to the persons engaged including payments of minimum wages as lay down by or under any law in force and as amended from time to time.
- l) The Agency shall maintain/produce/ the required records/documents as and when called for by the appropriate authority, as well as to NSC to enable it to verify that the Agency is complying with statutory requirements with regards to TDS of tax, PF, EST and other labour laws, from time to time.
- m) The engagement does not confer any right for continuation or extension of the contract on any account, and this is purely a short term temporary arrangement on contractual basis.
- n) All liability regarding Government dues as well as any human loss / injury during the course of work will be personal responsibility of the Agency. The Corporation shall not liable, in any case and an undertaking to this effect should be furnished by the Agency. NSC shall not be responsible, either directly or indirectly, to pay any compensation for bodily injury to the contract labourer/ worker in case of any accident/mis-happening taken place at NSC premises.



- o) The personnel supplied by the Agency will be the employee of the Agency and there will be no employer / employee relationship between the NSC and the contract labourer/workers. All the statutory liabilities and responsibilities will be that of the Agency and NSC has no legal responsibilities on the same.
- p) The Agency shall not give sub-contract, transfer, assign or otherwise, part of the contract to any other persons, firm, company, directly or indirectly.
- q) NSC reserves the right to accept or reject any or all the quotations without assigning any reason, thereof.
- r) Notice inviting tender can be seen at NSC web site, www.indiaseeds.com
- s) Any changes in the terms of the document can only be made in writing and by mutual agreement. The contract, its meaning and interpretation, and the relation between the Parties shall be governed by the laws of India for the time being in force.
- t) Any notice, request, or consent made pursuant to the final contract shall be in writing and shall be deemed to have been made when delivered in person or sent by registered/ speed post/ courier to an authorised representative of the Party.
- u) Any action required or permitted to be taken, and any document required or permitted to be executed, under this contract by NSC or the Agency, may be taken or executed only by the officials authorised by their Competent Authority, respectively.
- v) Unless otherwise specified, the Agency, and their personnel shall pay such taxes, duties, fees etc. as may be levied under Central /State law and the same will not be reimbursed by NSC under any circumstances, whatsoever.

Documents prepared by the Agency to be the Property of NSC. All plans, charts, specifications, designs, reports and other documents and software submitted by the Agency shall become and remain the property of NSC, and the Agency shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to NSC, together with a detailed inventory thereof. The Agency may retain a copy of such documents and software provided the future use of these documents, if any, shall be subject to the prior written approval of NSC.

ARBITRATION:

In case of any dispute arises between NSC and other party due to any term or matter, both the parties will opt to resolve it through mutual understanding and discussion. In case, disputes remains even after discussions, then it shall be binding upon parties to resolve issue under the provisions of Arbitration and conciliation Act, 1996 as amended from time to time. Under this provision, the Chairman-cum-Managing Director, National Seeds Corporation Limited with the concurrence of both the parties shall appoint Sole Arbitrator to resolve the issue and both the parties will have to abide by the decision. The parties will bind to resolve this dispute through arbitration before going to court of law. The Arbitration shall be conducted at New Delhi and shall be in English Language. The court of Delhi shall have the jurisdiction.



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'Technical & Commercial Bid'**(To be submitted in on line mode)**

S.No	Particulars	To be filled up / uploaded by the Bidder
1	Name of Tendering Agency	Attach Certificate of Registration
2	Name of the Proprietor / Director of Company / Firm / Agency	
3	Detailed official postal address of the agency with i) Telephone number ii) Website address iii) E-mail id iv) Mobile number	
4	PAN Number	(copy to be uploaded)
5	GST Registration number	(copy to be uploaded)
6	EPF registration number	(copy to be uploaded)
7	ESI registration number	(copy to be uploaded)
8	Professional Tax registration number	(copy to be uploaded)
9	Annual Turnover of last three years; Copy of the IT Return / Certified copy of Audited Balance Sheet from Chartered Accountant to be uploaded for 2017-18, 2018-19, 2019 -20	(copy of IT Return 2017-18, 2018-19, 2019 -20 to be uploaded)
10	Whether the agency has been blacklisted by any Govt. organization.	(copy to be uploaded)
11	Names & designation of authorized persons eligible to enter into contract. (Power of attorney/Affidavit in favour of person signing the papers to be uploaded)	(copy to be uploaded)
12	Name of person to be contacted in the absence of authorized person mentioned above.	(copy to be uploaded)
13	List of Major Clients along with details regarding turnover, number of employees and duration of contract to be uploaded.	(copy to be uploaded)
14	Proof of having operation office at Bangalore/Karnataka	(copy to be uploaded)
15	Declaration	(copy to be uploaded)
16	Police Verification Certificate	(copy to be uploaded)
17	Licence from Police Department to Engage in the Business of Private Security Agency	(copy to be uploaded)



(TO BE PREPARED IN COMPANY LETTER HEAD & UPLOAD IN ONLINE PORTAL)

SELF - DECLARATION

I have read and understood e-Tender Terms & Conditions and I agree to abide by them. I hereby certify that all the information mentioned above are true and in case of any information is found to be incorrect, my bid may be treated as rejected by NSC Management.

Date: _____ Signature _____
Place: _____ Name _____
Complete Address _____
Seal _____
Phone No. _____
E-mail _____

Annexure - II

FORMAT FOR SUBMITTING FINANCIAL BID BY THE AGENCIES

(To be submitted in on line mode)

S.No	Category of Manpower/ Location with number of manpower to be required	Fix remuneration p.m. (subject to change if min. wages changes)	PF		ESI		Total Cost against each person engaged	Price-Amount of monthly service charges in rupees against each person to be engaged in each category (excluding GST)	GST on Price	Total (Service Charge + GST)
			Employer's share	Employee's share	Employer's share	Employee's share				
1	Data Entry Operator	Minimum wages as declared by State Government time to time								
2	Watch & Ward									
3	Sweeper									

Note:-

PF, PF Admin Charge, ESI as applicable.

Firm/Agency should quote amount for providing every one person in above the categories separately on monthly basis. Lowest bidder in all category with service charges will be taken for consideration to deciding and no partial work order will be awarded for sub part of category. As far as possible single work order will be awarded for all categories. But in a unavoidable situation if no single bidder quoted lowest in all category, then only the split of work will be decided by Competent Authority.

FINANCIAL EVALUATION FOR AWARD OF TENDER WILL BE BASED ON THE TOTAL BID BY THE PARTIES IN ALL TWO CATEGORIES TOGETHER, IT IS THEREFORE, THE BIDDER / AGENCY SHOULD BID FOR ALL TWO CATEGORIES MANDATORILY.

This offer will be valid for 90 days from the last date of submission of this bid.

This offer is made after taking into consideration and understanding all the terms and conditions stated in the Tender documents and agreeing to the same.



Signature : _____
Subject : CN=ASHWIN D, SERIALNUMBER=2035d4fe20bae89488f496e7d7fdab3e3fcc14,
6a393f599e6d567e6c881eb03, ST=KARNATAKA, OID.2.5.4.17=560024, OU=
MANAGEMENT, O=NATIONAL SEEDS CORPORATION LTD, C=IN
User ID : ashwin.d
Serial No : FB771C

TENTATIVE REQUIREMENT OF MANPOWER

S/No	Name of the Office	DEO	Watch & Ward for Security purpose	Sweeper	Total
1	RO, Bangalore	03	02	01	06
2	AO, Chikkaballapur	01	01	-	02
3	AO, Bellary	01	03	01	05
4	AO, Davangere	01	03	-	04
5	AO, Dharwad	01	03	-	04
6	AO, Haveri	01	03	01	05
7	AO, Mysore	01	01	-	02
8	PC, Hassan	01	03	-	04
9	PC, Mandya	01	03	01	05
10	AO, Raichur	01	03	01	05
11	TOTAL	12	25	05	42

REQUIREMENT OF MINIMUM QUALIFICATION & EXPERIENCE

Category of the Manpower	Minimum Qualification	Experience	Age
Data Entry Operator	Graduate with Computer knowledge in MS Office	Minimum one year experience in relevant field of work	Between 18 years to 58 years
Watch & Ward for Security Purpose	Matriculate	Service as Security Guard in any Agency and Ex-Serviceman is preferred.	Between 18 years to 58 years
Sweeper	NIL	NIL	Between 18 years to 58 years

