

सीएसआईआर - सरचनात्मक अभियांत्रिकी अनुसंधान केन्द्र
CSIR-STRUCTURAL ENGINEERING RESEARCH CENTRE
सीएसआईआर रोड, तरमणी, चेन्नै CSIR Road, Taramani, Chennai 600 113

TENDER DOCUMENT

2026-2027

Comprehensive Job Contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR - SERC and SERC-TTRS



**CSIR - STRUCTURAL ENGINEERING RESEARCH
CENTRE**

CSIR Campus, Taramani, Chennai – 600 113.

☐ 2254 9231 / 2254 9100 / 2254 9102



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Declaration

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निविदाकार का हस्ताक्षर Signature of the Tenderer
निविदाकार का नाम व पता, कार्यालय के मोहर सहित
Name & Address of the Tenderer with Office Seal

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CSIR - STRUCTURAL ENGINEERING RESEARCH CENTRE
Council of Scientific & Industrial Research)
CSIR Campus, Taramani, Chennai - 600113
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No. A2 (1669)/24-25/GL

Date: 17.07.2026

NOTICE INVITING TENDER

CSIR - SERC, Chennai solicits bids under two bid system (Technical & Price Bid) to award the following Comprehensive Job contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR-SERC and SERC-TTRS, Taramani, Chennai from registered and experienced contractors who have executed similar works satisfactorily during the last **three financial years** either in CSIR or in Government Departments/ Public Sectors Undertakings/ reputed private organizations through GeM portal. **Offline quotations will not be accepted.**

S. No.	Name of Work	Estimated Value (EV) (Rs.)	Bid Securing Declaration	Duration
1.	Comprehensive Job Contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR-SERC & TTRS, Taramani, Chennai 600113 as per Annexure A & B.	Rs. 3,13,04,000/-	Bid Securing Declaration to be submitted* (Annexure I)	TWO YEARS

**Tenders submitted without Bid Securing Declaration will be summarily rejected*

The contractor should have executed at least **one similar work** of annual value of Rs. 125.22 lakhs (80% of EV per annum) (OR) **two similar works** of annual value of Rs. 78.26 lakhs (50% of EV per annum) each (OR) **three similar works** of annual value of Rs. 62.61 lakhs (40% of EV per annum) each during last three financial years (i.e 2023-24, 2024-25 & 2025-26) in major institutions like **Scheduled Banks/ Insurance Companies/ Central or State Government Departments/ Public Sector Undertakings/ CSIR Labs. / Large Industrial/Educational Campuses/ reputed private bodies.**

The works completed during last three financial years (i.e 2023-24, 2024-25 & 2025-26) will be considered. **Running contracts will not be considered.**

Work completion certificate will only be accepted as proof of work experience and other documents such as work order, agreement, self-attested copy etc. will not be accepted. There should not be any adverse remarks/ratings in the work completion certificate produced by the

bidder otherwise the certificate will be rejected. **The Work Completion Certificates submitted for evaluation should clearly mention the Contract value and contract period (As per Annexure VII)**

The prospective tenderers may satisfy themselves about the requirements by visiting CSIR-SERC, Taramani and TTRS, Tirusoolam, Chennai on any working day (Monday to Friday) between 10.00 am and 4.00 pm before the submission of bid.

The contractor should enclose the Bid Securing Declaration (Annexure I) along with Tender document. *Tenders submitted without Bid Securing Declaration will be summarily rejected.*

Integrity Pact declaration (Annexure VI): The Contractor has to submit Integrity Pact Declaration in the prescribed format (Annexure VI). Any bid not accompanied with Integrity Pact duly signed by the bidder shall be considered to be a non-responsive bid and shall be rejected straightaway.

The bid should be submitted in the portal at <https://www.gem.gov.in> only. **No manual bids will be accepted.**

CSIR-SERC, Chennai may issue addendum(s)/corrigendum(s) to the tender documents. In such case, the addendum(s)/corrigendum(s) shall be issued and placed on CSIR-SERC website www.serc.res.in / <https://www.gem.gov.in> at least three days in advance of date fixed for opening of tender. The bidders must visit the website and ensure that such addendum(s) / corrigendum(s) (if any) is also downloaded by them. Such addendum(s) / corrigendum(s), if any, is also to be submitted, duly stamped and signed along with the submission of the tenders. Any tender submitted without the addendum(s) / corrigendum(s), if any, is liable to be rejected.

It may be noted that if any information furnished by the contractor is found to be incorrect at a later stage, they shall be liable to be debarred from tendering.

The Director, CSIR-SERC reserves the right to accept or reject any or all the tenders without assigning any reason thereof and his decision shall be final and binding.

Sd/-
Administrative Officer
CSIR-SERC

Schedule for Submission and Opening of Bids:

Submission of Bids	Due Date & Time
a) Technical Bid b) Price Bid (Prices to be filled online in the separate BOQ file only)	As per GeM Tender document
Opening of Technical Bid	
Opening of Price Bid (BOQ)	To be informed later through GeM Portal

SCOPE OF WORK (CSIR-SERC, Taramani, Chennai)

(1)	Cleaning of office / Laboratory buildings Proper & efficient cleaning by sweeping & swabbing with swabbers drenched with detergent of approved make in water of entire floors of corridors and utility services areas of office rooms, reception halls, cabins, staircase and labs etc., washing and cleaning of toilets, dusting and cleaning of furniture, doors, windows, ventilators, fans, tube lights etc., cleaning of terraces, kouras of rain water pipes, sofa cleaning and removal of cob-webs using vacuum cleaner and removal of waste from dustbins and its disposal at dump-yard in the campus as per instruction form Engineer-in-Charge.			
Sl. No.	Office / Laboratories	Sweeping, Cleaning & Mopping of rooms/labs.		Washing & Cleaning of toilet floor once in a day (*read with Item No. 2 of Annexure A) (iii)
		Vitrified/Ceramic tiled flooring once in a day (i)	With concrete / ordinary flooring once in a day (ii)	
a.	Main Building (Including office of the Director, Advisor (M), Administrations and ICT Division).	2118 Sq.m	153 Sq.m	77 Sq.m
b.	KRD (Library Building)	1394 Sq.m	13 Sq.m	42 Sq.m
c.	SMSL (CTL) Building	679 Sq.m	-----	42 Sq.m
d.	AML Building	492 Sq.m	377 Sq.m	38 Sq.m
e.	Wind Engineering Lab	703 Sq.m	882 Sq.m	72 Sq.m
f.	FFL Building	801 Sq.m	809 Sq.m	----
g.	STORES BUILDING (NEW)	58 Sq.m	181 Sq.m	9 Sq.m
h.	SUBSTATION (Electrical) (Auditorium backside)	----	383 Sq.m	7 Sq.m
i.	GENERATOR ROOM	----	88 Sq.m	----
j.	P.T BED OFFICE (A/C Mechanic Room)	----	54 Sq.m	----
k.	APSML (Software) Building	1025 Sq.m	26 Sq.m	64 Sq.m

Sl. No.	Office / Laboratories	Sweeping, Cleaning & Mopping of rooms/labs.		Washing & Cleaning of toilet floor once in a day (*read with Item No. 2 of Annexure A) (iii)
		Vitrified/Ceramic tiled flooring once in a day (i)	With concrete / ordinary flooring once in a day (ii)	
l.	SHML (Flyash) building	1000 Sq.m	30 Sq.m	58 Sq.m
m.	AsTAR building	582 Sq.m	1212 Sq.m	48 Sq.m
n.	ACTEL Building	425 Sq.m	550 Sq.m	34 Sq.m
o.	VIGYAN AUDITORIUM	557 Sq.m	784 Sq.m	77 Sq.m
p.	TRAINING AND DEVELOPMENT CAMPUS	1092 Sq.m	----	125 Sq.m
q.	Foam Concrete lab (Old Club and Crane Section)	--	380 Sq.m	--
r.	OLD SECURITY	49 Sq.m	----	6 Sq.m
s.	HTL Building	49 Sq.m	574 Sq.m	--
t.	NEW SUBSTATION (Electrical) (Nafamms Backside)	--	191 Sq.m	3 Sqm
u.	NAFAMMS Building	1114 Sq.m	1077 Sq.m	79 Sq.m
v.	Test bed Facility for SHML Lab	9 Sqm	88 Sqm	5 sqm
w	Staff Club bhavan building	--	402 Sqm	27 Sqm
x	ACTEL Lab Casting yard	--	276 Sqm	--
	TOTAL	12147 Sq.m	8530 Sq.m	813 Sq.m

2	Cleaning and washing of toilet floors, wall tiles, wash basins, EWC & IWC, Urinal basins, mirrors and others sanitary installation of toilets by using phenyl & detergent of approved brand and ensure availability of all times liquid soap in soap containers, naphthalene balls, Odonil etc. in the toilets.		
	<u>Toilet Details</u> APSML (Software) building - 5 Nos SHML (Flyash) building - 4 Nos AsTAR Lab - 4 Nos ACTEL Lab - 4 Nos AML Lab - 4 Nos WIND Engg Lab - 7 Nos Main Building - 6 Nos KRD Building - 4 Nos APSML (CTL) - 6 Nos Store Building (New) - 2 Nos Vigyan Auditorium - 7 Nos NML shed - 1 Nos TDC - 13 Nos Substation (Electrical) - 2 Nos Old Security Building - 1 No NAFAMMS - 4 Nos Test bed for SHML LAB - 2 Nos Staff Club Bhavan - 2 Nos Total toilet = 78 Nos	<u>Once in a day</u>	Sanitary fittings altogether in all toilets including TDC and Guest house. Urinal Basins - 98 Wash Basins - 133 Sink - 7 EWC - 81 IWC - 33 Mirror - 128
3.	Cleaning by sweeping of main roads, paths, aprons around buildings, road berms in the campus and disposing of the waste as directed by Engineer-in-Charge.		
	<u>Name of roads</u>	<u>Area</u>	<u>Frequency</u>
	Guest House to Auditorium	842 sq.m	<u>Daily</u>
	Auditorium to Library	570 sq.m	
	SERC Library to Compound Wall	1097 sq.m	
	SERC Gate to FFL	1390 sq.m	
	Wind to Compound Wall	538 sq.m	
	Library to ASTAR Compound Wall	1045 sq.m	
	Wind to AML	581 sq.m	
	Nursery to Wind	917 sq.m	
	Software to HTL	921 sq.m	
	FLYASH to HTL	875 sq.m	
	HTL Back Side	220 sq.m	

	FLYASH Back Side	201 sq.m	
	TDC East (From Tidal) Up to Nursery	926 sq.m	
	Opp. To TDC 1 Road Grid	1309 sq.m	
	Car Parking CSIR-SERC NAFAMMS Side	360 sq.m 1980 sq.m	
	<u>OPEN PLACES</u>		<u>Daily</u>
	Water Tank	481 sq.m	
	Vigyan Auditorium	1066 sq.m	
	Main Building	636 sq.m	
	FFL Building	90 sq.m	
	AsTAR Building	276 sq.m	
	ACTEL Lab Parking	507 sq.m	
	Demo Building	115 sq.m	
	APSML (Software) Building	163 sq.m	
	Laboratory	13 sq.m	
	Director's Office Path Way	116 sq.m	
	Cycle Stand	188 sq.m	
	Space Grid	118 sq.m	
	SHML Lab (Flyash) Building	236 sq.m	
	Casting Yard Around (Outer)	60 sq.m	
	SHML Test Bed Facility (Outer)	220 sq.m	
	Total Area	17,936 sq.m	

4	Cleaning by sweeping of Peripheral Roads, paths, aprons around buildings, road berms in the campus and disposing of the waste as directed by Engineer-in-Charge.		
	Peripheral road Opp. to New substation SERC	1045 sq.m	<u>Once in a Week</u>
	West boundary road (IIT side)	864 sq.m	
	North boundary road up to ASTAR	648 sq.m	
	Nursery back side boundary road	576 sq.m	
	ASTAR back boundary road (New comp .wall)	517 sq.m	
	Nursery to compound wall Via TDC	792 sq.m	
	East jeep road up to TIDEL (Ramanujam IT Park Side)	840 sq.m	
	TIDEL to pump house jeep road	432 sq.m	
	Morado car shed to pump house	810 sq.m	
	Total	6524 sq.m	

5	Cleaning the entire floors and walls of sump / water tank with necessary brushes, brooms and bleaching powder etc., to the satisfaction of the Engineer-in-Charge.		
	<u>Building sump</u> (Directors office, AMLab, Astar Lab, Wind Lab, Trainees hostel, Auditorium, KRD, APSML lab, SHML building, SMSL Lab, NAFamms, Test bed, TDC) TDC Building – 1,00,000 litres Main Building, G.H Sump-I, Astar Lab -25,000 litres NAFAMMS Building – 22,000 litres SHML Test Bed Facility – 20,000 litres AML, Wind, KRD, ACTEL & Auditorium – 15,000 litres SMSL (CTL), Main Building (old sump), G.H sump-II, FFL – 12,000 litres APSML and SHML building – 10,000 litres <u>Building Over head tanks :</u> (Directors office, AMLab, Astar Lab, Wind Lab, Trainees hostel, Auditorium, KRD, APSML lab, SHML building, SMSL lab, NAFamms, Test bed, TDC) Nafamms Building – 20,000 litres ASTar Lab - 18,000 litres Wind lab - 15,000 litres Main Building, KRD – 12,000 litres ACTEL, APSML – I & II, AML, Auditorium – I, & G.House – 10,000 litres Test Bed, Dinning hall – 5,000 litres Flyash, Auditorium tank-II- 4,000 litres SMSL, NML (old ladies hostel)- 3,000 litres SHML, TDC (G.W – 3Nos, L.W – 3 Nos, C.W- 1 No), – 2,000 litres Substation -II, Service Appartments (2 Nos) – 1,000 litres Substation-III, Director’s office tank	1.0 No 3.0 Nos 1.0 No 1.0 No 5.0 Nos 4.0 Nos 2.0 Nos 1.0 No 1.0 No 1.0 No 2.0 Nos 6.0 Nos 2.0 Nos 3.0 Nos 3.0 Nos 8.0 Nos 3.0 Nos 2.0 Nos	<u>Once in three months</u>

Annexure- B

SCOPE OF WORK (TTRS, Tirusoolam, Chennai)

I	Cleaning of office / Laboratory buildings					
	Proper & efficient cleaning by sweeping & swabbing with swabbers drenched with detergent of approved make in water of entire floors of corridors and utility services areas of office rooms, reception halls, cabins, staircase and labs etc. , washing and cleaning of toilets , dusting and cleaning of furniture, doors, windows, ventilators, fans, tube lights etc., cleaning of terraces, kouras of rain water pipes, <u>sofa cleaning and removal of cob-webs using vacuum cleaner</u> and removal of waste from dustbins and its disposal at dump-yard in the campus as per instruction from Engineer-in-Charge.					
	Offices / Labs.	Sweeping, Cleaning & Mopping of Rooms/Labs.				Washing & Cleaning of toilet floors once in a day read with I.(b) (V)
S. No.	Location	with vitrified/ ceramic tiled flooring once in a day (I)	with ordinary concrete flooring once in a day (II)	with vitrified/ ceramic tiled flooring once in a week (III)	with ordinary flooring once in a week (IV)	
		Square Metre	Square Metre	Square Metre	Square Metre	Square Metre
1.	CONTROL BUILDING	819	---	---	---	31
2.	WORKSHOP BUILDING	---	574	---	---	15
3.	STOCK YARD SHED	---	224	---	---	---
4.	SUB STATION	---	80	---	---	---
5.	GENERATOR ROOM	---	90	---	---	---
6.	HYDRAULIC ROOM	---	---	---	120	14
7.	TRS & LRS THEODOLITE STATION	---	---	---	32	---
8	SERVANT ROOM & OLD SUB STATION & WINCH ROOM	---	---	---	80	---
9	PARKING SHED AT CONTROL BUILDING	205	---	---	---	---
10.	GUEST HOUSE Store, Kitchen Area, Dining, TV lounge and Reception	282	---	---	---	---

11.	GUEST HOUSE All Guest Rooms, Linking corridor staircase	1444	---	---	---	62
12.	Dormitory at ESA	---	---	---	---	15
13.	GARAGE AT ESA	---	85	---	---	---
14.	OPEN TERRACE AND STAIRCASE AT QUARTERS, ESA	---	---	700	---	---
15.	Dormitory at ESA Vitrified / ceramic tiled flooring	---	---	162	---	---
	Total Area	2750	1053	862	232	137
	Rounded off	2750	1050	860	230	140

S. No	Location	Frequency	Effective area
I.(a)	<u>Test pad area @ Control Building</u> Area with Ordinary earth flooring including rock anchors Trenches (including vertical ram station)	Once in a week	3940 sq.m

I.(b)	Cleaning and washing of wash basins, EWC & IWC, Urinal basins, mirrors and other sanitary installation of toilets by using phenyl & detergent of approved brand and ensuring availability of all times liquid soap in soap containers, naphthalene balls, Odonil etc. in the toilets, at all times.				
	<u>Toilet Details</u>	Numbers	Once in a day	Sanitary fittings.	
	Control building	4		Urinal Basins	9
	Workshop	1		Wash basins	46
	Hydraulic room	1		EWC	26
	Guest House	22		IWC	5
	Dormitory	6		Mirror	46
	Total toilet	34			

II	Cleaning by sweeping of main roads, paths, aprons around buildings, road berms in the campus and disposing of the waste as directed by Engineer-in-Charge		
	<u>Name of roads</u>	Area (Square Metre)	Frequency
(a)	Main Road @ ESA and Guest House	1636	Once in a day, as per instruction of Engineer- in-Charge
	Foot Path back side the Quarters, Foot path in front of Dormitory	573	
	Approach main Road from A gate to Office Building	4284	
	Total	6493	
	Rounded off	6490	
(b)	Hill Ghats Road (Peripheral Road) From Flag hoist to LRS	4180	Once <u>in 15 days</u> , as per instruction of Engineer-in-Charge

Additional scope of work to be attended as per time requirement:

1. Transporting / shifting of furniture, coolers within Office complex and its participating units.
2. Arranging the furniture / PA system at the farewell party and functions, meeting in seminar hall, conference room and auditorium etc., as and when required.
3. Waste material will be collected in an environment friendly manner as per the instruction of Engineer-in- charge and disposal to the approved dumping ground as per the instruction of Engineer-in charge.

Note: The above-mentioned places can be cleaned more often if required or directed by Engineer in charge.

Annexure - C

Cleaning materials (consumables) to be used for housekeeping at CSIR-SERC, Taramani Campus

S. No	Particulars of Items	Unit	Quantity / Annual
1	Checked Cloth.	No	960
2	Yellow Cloth .	No	240
3	Coconut broom.	No	540
4	Grass/ Soft broom.	No	240
5	Bleaching Powder. (Good quality)	Kg	60
6	Lizol floor cleaner. 5 ltr Can	No	72
7	Taski R2 all-purpose Cleaner 5 ltr	Litre	48
8	Taski R4 Wood polish 5 ltr	Litre	24
9	Taski R5 Air-freshener 5 ltr	Litre	72
10	5 ltr Taski D7 Steel Polish 5 ltr	Litre	24
11	Naphthalene Balls	Kg	48
12	Nylon Scrubber 5 cm dia good quality	No	250
13	Dust Pan (Plastic)	No	48
14	Scrubbing brush	No	60
15	Scotch brite Good quality	No	240
16	Plastic bucket (7 ltrs.) (Polyset or equivalent)	No	60
17	Toilet cleaning of plunger (large)	No	24
18	Plastic mug (1 ltr.) (polyset or equivalent)	No	60
19	Cob web stick length 7 ft height	No	24
20	Harpic. 5 ltr Can	No	72
21	Urinal Pad 200g packet - All gents rest rooms	No	600
22	Rat Trap 9"x 4.5"	No	12
23	Cotton mop with wooden stick	No	360
24	Hockey Bend Brush (Toilet) Unique or equivalent.	No	12
25	Room spray Godrej /Aer or equivalent 300ml	No	600
26	Odonil (50 gms.)	No	780
27	Liquid Soap Oil- floor wash (Arrow) - 5 ltr Can	No	48
28	Plastic bucket (20 litres) Polyset or equivalent.	No	24
29	Hit spray (200 ml) [Red/Black]	No	96
30	Colin Glass Cleaner. 500 ml	No	60
31	Wiper (floor cleaner) Mr. clean big with handle.	No	60
32	Hand Gloves (Rubber)	No	24
33	Dettol Hand Wash 250 ml (5 ltr)	No	36
34	Diversey Hand wash (5 ltr)	No	48
35	Glass Squeeze combo.	No	12
36	Garbage dustbin disposable bag (Black) – Large	No	144

37	Large Garbage dustbin disposable bag (Black). Extra Large	No	144
38	Garbage dustbin disposable bag (Black). Medium	No	144
39	Toilet cleaning brush double side	No	60
40	Toilet cleaning brush round	No	60
41	Glass cloth	No	144
42	Vim bar Soap.	Nos	360
43	Plastic jug 2 lit. capacity (good quality)	Nos	60
44	Phenoyl Compound scented (good quality) 5 ltr	Nos	60
45	Aer Air Pocket - Lemon, Lavender, Jasmine per pack 3 nos	Box	144
46	Exo Bar Round Soap 500gms	Nos	24
47	Tissue Premier Paper Box	Nos	24
48	Sent Bottle	Nos	120
49	Urinal Cubes - Pink All Floor Gents Rest room per pack 6 nos	Nos	360
50	Acid - 5 ltr Can	Nos	48
51	Malaram Road Sweeper with Stick	Nos	4
52	Plastic Dust bin	Nos	24
53	Mask	Nos	12
54	Use and throw gloves	Nos	12
55	Gum boot	Nos	30

Annexure - D

Cleaning materials (consumables) to be used for housekeeping at CSIR-SERC, TTRS Campus

S. No	Particulars of Items	Unit	Quantity / Annual
1	Checked Cloth. 10/month	No	120
2	Yellow Cloth.	No	120
3	Coconut broom 10/month	No	120
4	Grass/ Soft broom.	No	120
5	Bleaching Powder. Good Quality	No	50
6	Lizol floor cleaner. 500ml (5no of 500ml/month)	No	60
7	Taski R2 All-purpose Cleaner 5 ltr can	Litre	30
8	Taski R5 Air-freshener	Litre	30
9	Taski D7 Steel Polish	Litre	10
10	Naphthalene Balls.	Kg	20
11	Nylon Scrubber. 5cm dia good quality (10/no)	No	120
12	Branded room freshener	Litre	30
13	Dust Pan (Plastic).	No	30
14	Coconut oil	Litre	10
15	Scrubbing brush (10 nos./month)	No	120
16	Scotch brite Good quality (10 nos./month)	No	120
17	Plastic bucket (7 ltrs.) (Polyset or equivalent).	No	20
18	Toilet cleaning of plunger (large) 2no/month	No	24
19	Plastic mug (1 ltr.) (polyset or equivalent).	No	20
20	Cob web stick length 7 ft height	No	24
21	Harpic. 500ml (red/blue) (10no of 500ml/month)	No	120
22	Urinal Pad.200g packet (15 no /month)	No	150
23	Rat Trap 9"x 4.5"	No	10
24	cotton mop with wooden stick (5no/month)	No	60
25	Hockey Brush (Toilet) Unique or equivalent.	No	20

26	Room spray Godrej Aer 300ml (15 no /month)	No	150
27	Exo dish wash 1/2 kg (1/2kg -1month)	No	12
28	Odonil (50 gms.). (15nos/month)	No	180
29	Godrej Aer sachet (20 nos/month)	No	240
30	Liquid Soap Oil – floor wash (Arrow).	No	30
31	Liquid soap Hand Wash – Fem or / Liqso.	Litre	40
32	Plastic bucket (20 litres) Polyset or equivalent.	Can	20
33	Hit spray (200 ml) [Red/Black].	No	25
34	Colin Glass Cleaner. (1litre/2no per month)	No	24
35	Wiper (floor cleaner) Mr. clean big with handle.	No	24
36	Hand Gloves (Rubber-Good quality). (2 set/month)- Free Size	No	24
37	Dettol Hand Wash.(5 bottle/ month)	No	60
38	Glass Squeeze combo.	No	10
39	Garbage dustbin disposable bag (Black). Large	No	50
40	Garbage dustbin disposable bag (Black). Extra Large	No	70
41	Garbage dustbin disposable bag (Black). Small	No	100
42	Toilet cleaning brush double side	No	15
43	Toilet cleaning brush round	No	15
44	Glass cloth	No	30
45	Malaram Road sweeper with stick	No	15
46	Toilet paper roll Premium	No	50
47	Phenoyl compound scented - Lavender (Premium good quality)	No	120
48	Urinal Cake Good Quality (Premium)	Kg	24

Comprehensive Job Contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR - Structural Engineering Research Centre, Taramani, Chennai - 600 113 and Tower Testing & Research Station, Tirusoolam, Chennai.

General Terms and Conditions

1. The indicative number of manpower required may be:
 - a. Skilled Manpower per day : 01 No
 - b. Unskilled Manpower per day : 38 Nos
2. Tenders under Two Bid System (Technical Bid and Financial Bid) are invited from registered and experienced contractors who have executed at least **one similar work of annual value of Rs. 125.22 lakhs (80% of EV per annum) (OR) two similar works of annual value of Rs. 78.26 lakhs (50% of EV per annum) each (OR) three similar works of annual value of Rs. 62.61 lakhs (40% of EV per annum) each** during **last three financial years (i.e 2023-24, 2024-25 & 2025-26)** in major institutions like **Scheduled Banks/ Insurance Companies / Central or State Government Departments/ Public Sector Undertakings/ CSIR Labs./ Large Industrial/Educational Campuses/ reputed private bodies.** Proof of experiences (Work completion certificate) of last three financial years **(i.e 2023-24, 2024-25 & 2025-26)** from the concerned employers should be enclosed.

Work completion certificate will only be accepted as proof of work experience and other documents such as work order, agreement, self-attested copy etc. will not be accepted. There should not be any adverse remarks/ratings in the work completion certificate produced by the bidder otherwise the certificate will be rejected. **The Work Completion Certificates submitted for evaluation should clearly mention the Contract value and contract period (As per Annexure VII)**
3. The prospective tenderers may satisfy themselves about the requirements by visiting the CSIR-SERC, Taramani, and TTRS, Tirusoolam, Chennai on any working day (Monday to Friday) between 10.00 am to 4.00 pm before submitting their tender.
4. The Bids should be through GeM portal <https://www.gem.gov.in> only. No manual bids will be accepted.
5. **Integrity Pact Declaration (Annexure VI):** The contractor has to submit Integrity Pact Declaration in the prescribed format (Annexure VI). Each page of Integrity Pact proforma should be duly signed by Procuring Entity's competent authority as per SOPP. All pages of the Integrity Pact are to be returned by the bidder (along with the technical bid) duly signed by the same signatory who signed the bid, i.e. who is duly authorized to sign the bid and to make binding commitments on behalf of your company. Any bid not accompanied by Integrity Pact duly signed by the bidder shall be considered to be a non-responsive bid and shall be rejected straightaway

The Integrity Pact will be effective from the date of inviting of bids to till complete execution of the contract.

This tender process has been communicated to IEM's (Independent External Monitors) appointed by CSIR for the transparency in all activities from pre-selection of bidders, bidding and contracting, implementation, completion and operation related to the contract

IEMs in CSIR

1. SHRI JAGADIP NARAYAN SINGH, IAS (Retd),
E-Mail: jagadipsingh@yahoo.com
2. SHRI ARUN KUMAR GUPTA, Ex-CMD, SCI,
E-Mail: guptaarun55@rediffmail.com
6. Bidders shall quote taking into account of cost of cleaning material (consumables) for entire contract and the institute will not revise the rate at any point in the contract period.
7. All materials (Branded/ Good Quality) required for the work shall be provided by contractor himself as per **Annexure C & D**.
8. The tenderer should quote Service Charge in percentage (% - upto two decimals only) and annual cost of cleaning material (consumables) for both SERC & TTRS. Price bids received with service charges less than to 3.85% (Three point eight five percent) and without any cost of cleaning material (consumables) for SERC & TTRS will be treated as **UNRESPONSIVE BIDS** and shall be rejected summarily. **Service charges quoted will be applicable on Minimum Wage, VDA, EPF, ESI, Bonus (whichever is applicable).**
9. If one or more bidders have quoted for same amount, then L1 will be selected through auto run selection by GeM portal.
10. Tender shall remain valid for 90 days from the date of opening for the purpose of acceptance and award of work. Validity beyond 90 days from the date of opening shall be by mutual consent.
11. Bidder should submit duly signed declaration in lieu of submission of Bid-Securing Declaration in the prescribed 'Proforma for Bid-Securing Declaration" (Annexure I). Tenders submitted without Bid-Securing Declaration will be summarily rejected.
12. On award of the contract, the contractor will be required an amount equivalent to **5% (five percentage)** of the annual value of contract as Security Deposit as per Government of India guidelines in the form of Bank Guarantee/ Demand Draft/Fixed Deposit Receipts (conditions apply) in favour of the Director, CSIR-SERC, Chennai – 600113 against loss/damage/unpaid wages, EPF subscription, bonus etc., to employees of the contractor and for penalties for deficiency in service

levied by CSIR-SERC, Chennai. Validity of the security deposit must be atleast for two months beyond the tenure of the contract.

13. Security Deposit should remain valid for a period of sixty days (60 days) beyond the date of completion of all contractual obligations and all liabilities of the contract.
14. The contractor will execute an agreement on a non-judicial stamp paper worth of Rs. 100/- (Rupees One Hundred only) **in the prescribed format enclosed** to abide by the terms and conditions of the contract and within the time stipulated in the work order by the Director, CSIR-SERC, Chennai-600 113 **before the commencement of the work.**
15. (i) The contractor shall be suspended for one year and shall not be eligible to bid for CSIR / CPWD tenders from the date of suspension order if the Contractor selected for the work fails to sign the contract / formal agreement and or fails to start the work on the date stipulated in the award letter.

(ii) The contractor is expected to execute the required agreement, pay the security deposit and commence the work within five working days of issue of work order or as intimated by CSIR-SERC.
16. The security deposit will be refundable on expiry/termination of the contract period subject to payment of all dues including bonus etc. to the workers by the contractor. Any loss/damage caused to CSIR-SERC and TTRS, Chennai property during the currency of agreement would be recovered from the amount of security deposit.
17. Period of contract is for TWO YEARS.
18. The contractor shall have/ obtain necessary license under the Contract Labour Regulation & Abolition) Act, 1970 issued by the competent authority.
19. The tenderers should have EPF, ESI and GST Registration/Code numbers and enclose proof of the same duly indicating the PAN for Income Tax purpose.
20. The workers deployed by the Contractor shall be the employees of the Contractor and in no case shall a relationship of employee and employer between the said persons and the CSIR accrue implicitly or explicitly.
21. The workers to be deployed shall possess good physique and be in the age of 18 years and above. Person deployed should be **neither below 18 years nor above 55 years of age**. They should be physically and mentally sound, without any criminal antecedence, well disciplined, polite with good behavior. The workers should be most reliable, trust worthy, alert and efficient.
22. The contractor shall provide good quality uniforms to his workers as approved by the authority (for

both males and females) while on duty. The colour of the uniform for skilled worker (Supervisor) will be different from other workers. Sufficient number of uniforms will have to be provided so that the worker is always with neat and tidy uniform.

23. The Contractor shall communicate to the CSIR-SERC, the name, parentage, residential address, age, etc. of each of the worker deployed by him with a Passport size photograph affixed against the name of each person.
24. For the purpose of proper identification of the workers of the Contractor, contractor will issue identity cards / identification documents and the said worker shall be duty bound to display them at the time of duty.
25. The Director, CSIR-SERC or any officers authorized by him shall be at liberty to carry out surprise checks on the workers so deployed by the Contractor in order to ensure that required number of workers are deployed and that they are doing their duties.
26. The workers of the Contractor shall be subjected to the security checks and restrictions of the CSIR-SERC. No worker deployed by the contractor should smoke, chew paan / Gutka or consume Liquor or be found in an inebriated state within the Campus. Non-compliance may lead to suitable penalty/termination of contract.
27. The Contractor shall be responsible for fulfilling all his obligations towards the persons deployed under various Laws, namely,
 - i. Minimum Wages Act,
 - ii. Contract Labour (Regulation & Abolition) Act, 1970.
 - iii. Bonus Act
 - iv. Shops and Establishment Act
 - v. Maternity Benefit Act.
 - vi. ESI Act
 - vii. EPF Act

The Contractor shall provide minimum manpower as quoted in Technical Bid, failing which penalty will be deducted from the bill proportionately.

28. The contractor shall on demand furnish wage register & copies of challans of EPF/ESI remitted in respect of workers engaged for CSIR-SERC for verification. The contractor shall on demand furnish GST challan for verification.
29. The contractor has to provide **Non-disclosure agreement in a separate sheet (Annexure-III)**. Tenders submitted **without the said document will be summarily rejected**.

30. Payment Conditions:

(a) The contractor will submit the monthly bills (in printed forms) duly signed and pre-receipted for payment, in duplicate, after satisfactory completion of the work and payment to the workers. CSIR-SERC will make payment within 10 working days from the date of receipt of the bill (complete in all respect & without any discrepancies) from the contractor.

(b) The office will deduct income tax and other statutory levies as applicable from time to time from the bills of the contractor.

(c) In case, any lapse in the work is noticed, it will result in penal deduction from the bills / security deposit of the contractor at 10% of the monthly bill value or higher value whichever is more as decided by the Director, CSIR-SERC.

(d) The last/final payment bill/invoice will be passed to Finance Section with the certification of **No due** against wages, EPF / ESI subscription, bonus etc., to employees of the contractor.

31. The contractor would be liable for legal action if he or his workers directly or indirectly involved in any theft or pilferage. He shall be liable for losses due to theft or otherwise which are manifestly due to his conduct and such loss shall be made good by the contractor.
32. In case any of the workers deployed by the Contractor does not come up to the mark or does not perform his duties properly, or indulges in any unlawful acts or disorderly conduct, the Contractor shall immediately withdraw and take suitable action against such worker on the report of the CSIR-SERC in this respect. The Contractor shall replace within 48 hours the particular worker so deployed on demand of the Director of the CSIR-SERC in case of any of the aforesaid acts on the part of the worker concerned.
33. Any compensation claims for injury/accident to the contractor or his worker while engaged in the work will be his own responsibility. The contractor should indemnify the CSIR-SERC against all claims arising out of action under the Employees State Insurance Act or the Workmen's Compensation Act or Criminal Law in force in so far as they relate to him or claims arising out of such employment.
34. CSIR-SERC, Chennai, is not responsible for any disability or casualty incurred by the workers employed by the contractor for doing the work for the contractor. The contractor shall at his own cost, if required, take necessary insurance cover in respect of the aforesaid services rendered to CSIR. It is the responsibility of the contractor to comply with the statutory requirements of safety and compensation.
35. The contractor shall arrange to display a Day chart month-wise in each floor of buildings wherein date-wise certification (by putting signature) will be made by the Floor In-charge(s) for satisfactory housekeeping service carried out in the floor concerned and the same will be submitted along with the contractor's monthly bills for payment.

36. Indemnification

a. The contractor shall be liable to pay compensation for any loss and damages caused to the property of the CSIR or its staff members/students/visitors by the contractor or his workers.

b. The Contractor shall keep the CSIR indemnified against all claims whatever in respect of the workers deployed by him. In case any employee of the Contractor so deployed enters in dispute of any nature whatsoever, it will be the sole responsibility of the Contractor to contest the same. In case CSIR is made party and is supposed to contest the case, the Contractor shall reimburse to CSIR the actual expenses incurred towards Counsel fee and other expenses which shall be paid in advance by the Contractor to CSIR on demand. The Contractor shall ensure that no financial or other liability comes on CSIR in this respect of any nature whatsoever and shall keep CSIR indemnified in this respect.

c. CSIR shall have the right to adjust and or deduct the amount as aforesaid from the payments to the contractor.

37. The CSIR-SERC will not charge any amount from the contractor for water and/or electricity supplied.

38. The contractor shall not lease or sub lease the whole or any part of the contract to anybody without the prior permission of the Director, CSIR-SERC.

39. Cancellation of contract:

(i) The contract may be terminated at any time by the CSIR-SERC by giving one month's notice (the period of 30 days should be deemed to start from 1st of the succeeding month of the date of notice) without assigning any reasons (or) on any of the following contingencies: -

a) on the expiry of the contract period as stated above.

b) by giving one month's notice by CSIR

- for committing breach by the contractor of any of the terms & conditions of this agreement
- on assigning the contract or any part thereof or any benefit or interest therein or thereunder by the Contractor to any third person or sub-letting whole or part of the contract to any third person.
- if continuation of the contract is not in public interest.

c) On contractor being declared insolvent by competent Court of law.

(ii) During the notice period for termination of the contract, in the situation contemplated above, the contractor shall keep on discharging his duties as before till the expiry of notice period.

(iii) It shall be the duty of the Contractor to remove all the persons deployed by him on termination of the contract on any ground whatsoever and ensure that no person create any

disruption / hindrance / problem of any nature to CSIR-SERC, Chennai / CSIR.

40. Breach of terms and conditions of the contract/agreement by the contractor will entail forfeiture of the Security Deposit/enforcement of Bank Guarantee.

41. ARBITRATION

In the event of any question, dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is specially provided under this agreement) the same shall be referred to Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi.

Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made hereunder and any modification thereof from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause.

42. Canvassing, in connection with the tender is strictly prohibited and the tender of anyone resorting to canvassing shall be liable for rejection on that ground alone.
43. The Director, CSIR-SERC, Chennai 600 113 reserves the right to accept in full or in part or reject any tender without assigning any reason and his decision in this regard will be final and binding.

GENERAL INSTRUCTIONS TO BIDDER

- 1) The Technical Bid and Price Bid must only be in the formats enclosed.
- 2) The bidder shall submit full details of his ownership and control or, if the bidder is a partnership, joint venture or consortium, full details of ownership and control of each member thereof.
- 3) If the bidder is a joint venture/consortium/group/partnership of two or more persons, all such persons shall be jointly and severally liable to the CSIR-SERC for the fulfilment of the terms of the contract. Such persons shall designate one of them to act as leader with authority to sign. The joint venture / consortium / group / partnership shall not be altered without the approval of the CSIR-SERC.
- 4) Bidder must submit copies of all documents required, duly self-attested along with technical bid of the tender.
- 5) Each bidder shall submit only one tender either by himself or as a partner in joint venture or as a member of consortium. If a bidder or if any of the partners in a joint ventures or any one of the members of the consortium participates in more than one bid, the bids are liable to be rejected.
- 6) If any relative of the bidder is an employee of CSIR-SERC, the name, designation and relationship of such employee shall be filled in the technical bid as per **Annexure V – Declaration of Relationship**. Tenders submitted **without Self Declaration about relatives will be summarily rejected**.
- 7) The bidder shall not make or cause to be made any alterations, erasure or obliterations to the text of the tender document.
- 8) In case the bidder has any doubt about the meaning of anything contained in the tender document, he shall seek clarification from the Administrative Officer, CSIR- SERC sufficiently well before submitting the bid. Any such clarification, together with all details on which clarification had been sought, will also be forwarded to all bidders without disclosing the identity of the bidder seeking clarification. All communications between the bidders and the Administrative Officer, CSIR-SERC shall be carried out in writing.
- 9) Except for any such written clarification by the Administrative Officer, CSIR-SERC before opening of technical bids which is expressly stated to be an addendum to the tender document issued by the office of the Administrative Officer, CSIR- SERC no written or oral communication, presentation or explanation by any other employee of CSIR-SERC shall be taken to bind or fetter the CSIR-SERC, Chennai under the contract.

- 10) Bids and all accompanying documents shall be in English. In case any accompanying documents are in other languages, it shall be accompanied by an English translation. The English version shall prevail in matters of interpretation.
- 11) Bidders shall quote the rates in Indian rupees **after taking into account of increase in wage / DA rates / other taxes for the entire contract on a single responsibility basis such that the tender price covers contractors all obligations mentioned here in or to be reasonably inferred from the tender document in respect of the comprehensive job contract at CSIR-SERC and TTRS, Chennai.** This includes all the liabilities of the contractor such as cost of the uniform and identity cards of the workers deployed by the contractor and all other statutory liabilities like minimum wages, ESI, EPF contribution, bonus, cost of materials to be used by him for the job contract work, all kinds of taxes etc.
- 12) Bidders shall quote the rates in Indian rupees for the entire contract on a single responsibility basis such that the tender price covers contractors all obligations mentioned in or to be reasonably inferred from the tender document in respect of Comprehensive Job Contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR-SERC & TTRS, Taramani, Chennai 600113. This includes all the liabilities of the contractor such as cost of the uniform and identity cards of the personnel deployed by the manpower agency and all other statutory liabilities like minimum wages, ESI, EPF contributions, service charges all kinds of taxes etc. which should be clearly stated by the manpower agency
- 13) The contractor shall particularly abide by the provisions of minimum wages act, 1948 with rule 1950 framed there under, as amended from time to time. The contractor shall pay monthly wages to his workers at the rate of minimum wages fixed by the Central Government or the State Government whichever is higher.
- 14) Any revision of basic wages/VDA by the Central Government during currency of contract will be reimbursed to the contractor. Similarly, any changes in Tax rates (enhancement/reduction) during currency of contract is also applicable.
- 15) **The annual cost of Cleaning material (consumables) quoted shall not be increased/decreased during the currency of contract.**
- 16) Bidders should insure their contract workers in the entire contract period, in case of not eligible to contribute to the ESI scheme.
- 17) **Availability of office of Service Provider:** An office of the Service Provider must be located in Chennai. Documentary evidence to be submitted viz. recent receipts of property tax/water tax/EB bill/landline telephone bill/Rental Agreement etc. in the name of the firm. *Non enclosure will lead to rejection of bids.*

DECLARATION BY THE TENDERER

I/WE, declare that I/We have submitted tender for the work described in the tender after acquainting myself/ourselves fully with the details of work involved and after understanding the responsibility to be discharged by me/us under this contract and have read the complete tender very carefully.

SIGNATURE OF THE TENDERER

SEAL OF FIRM/COMPANY



सीएसआईआर - सरचनात्मक अभियांत्रिकी अनुसंधान केन्द्र
CSIR - STRUCTURAL ENGINEERING RESEARCH CENTRE
 CSIR Road, Taramani, Chennai 600 113

ELIGIBILITY CRITERIA

1	Bid Security Declaration (Annexure I)
2	Registration details with Labour licensing Officer / Labour Commissioner (for the works already carried out)
3	GST registration
4	EPF Registration
5	ESI Registration
6	Income Tax PAN
7	The contractor should have executed at least one similar work of annual value of Rs. 125.22 lakhs (80% of EV per annum) (OR) two similar works of annual value of Rs. 78.26 lakhs (50% of EV per annum) each (OR) three similar works of annual value of Rs. 62.61 lakhs (40% of EV per annum) each during last three financial years (i.e 2023-24, 2024-25 & 2025-26) in major institutions like Scheduled Banks/ Insurance Companies/ Central or State Government Departments/ Public Sector Undertakings/ CSIR Labs. / Large Industrial/Educational Campuses/ reputed private bodies. The work completion certificate for the last three financial years will be considered. Last three years shall be defined as Financial year (i.e 2023-24, 2024-25 & 2025-26) respectively. Work completion certificate will only be accepted as proof of work experience and other documents such as work order, agreement, self-attested copy etc. will not be accepted. There should not be any adverse remarks/ratings in the work completion certificate produced by the bidder otherwise the certificate will be rejected. The Work Completion Certificates submitted for evaluation should clearly mention the Contract value and contract period (as per Annexure VII)
8	Declaration about fraud and corrupt practices to be executed by the bidder on Rs. 10/- stamp paper & attested by Public Notary / Executive Magistrate (Annexure - II)

9	Non-Disclosure Agreement (Annexure-III)
10	Self-declaration about “Whether the agency had ever been debarred by any court of Law or penalized by any Govt. / CSIR/ Private Organizations? If yes, then the Agency will be disqualified in the Technical bidding stage.” (Annexure IV)
11	Self-declaration about “Whether any of the relative of the Agency is working in CSIR-SERC?” (Annexure V) If yes 1. Name of the relative, Designation 2. Nature of the relationship
12	Integrity pact declaration (Annexure VI)
13	Local address proof Address proof of office/branch located in Chennai Viz. recent receipts of property tax/ water tax/EB bill/landline telephone bill/Rental Agreement etc., in the name of the firm.

All the bidders should meet all the above listed eligibility criteria. Proof in the form of valid document should invariably be enclosed for all above eligibility criteria. Non enclosure will lead to rejection of bids summarily.

Bid submission in format other than the one by CSIR-SERC will be summarily rejected.



सीएसआईआर - सरचनात्मक अभियांत्रिकी अनुसंधान केन्द्र
CSIR - STRUCTURAL ENGINEERING RESEARCH CENTRE
 CSIR Road, Taramani, Chennai 600 113

Comprehensive Job Contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR - SERC, Taramani and TTRS, Tirusoolam, Chennai.

Model Response Format for Technical Bid

(This format is to be used in your letter head / stationery. The order in the format must be strictly adhered to. No rates must be quoted in the Technical bid. Bidder who quotes the rate in the Technical bid will be rejected as non-responsive. Tenderers are required to number **all the pages of the Technical Bid** in **BLACK/BLUE INK** and indicate the TOTAL page number below and append signature at the end of this response format.)

TOTAL PAGES OF TECHNICAL BID: _____

SNO	TECHNICAL REQUIREMENT	Compliance details of the Contractor /Agency Yes or No	Please write the corresponding Page Number(s) of your Technical Bid for reference
1.	Bid Security Declaration proforma (Annexure I)		
2.	Registration details with Labour Licensing Officer / Labour Commissioner (for the works already carried out)		
3.	GST registration certificate		
4.	EPF Registration No		
5.	ESI Registration No.		
6.	Income Tax PAN		

7	The contractor should have executed at least one similar work of annual value of Rs. 125.22 lakhs (80% of EV per annum) (OR) two similar works of annual value of Rs. 78.26 lakhs (50% of EV per annum) each (OR) three similar works of annual value of Rs. 62.61 lakhs (40% of EV per annum) each during last three financial years (i.e 2023-24, 2024-25 & 2025-26) in major institutions like Scheduled Banks/ Insurance Companies/ Central or State Government Departments/ Public Sector Undertakings/ CSIR Labs. / Large Industrial/Educational Campuses/ reputed private bodies. The work completion certificate for the last three financial years will be considered. Last three years shall be defined as Financial year (i.e 2023-24, 2024-25 & 2025-26) respectively. Work completion certificate will only be accepted as proof of work experience and other documents such as work order, agreement, self-attested copy etc. will not be accepted. There should not be any adverse remarks/ratings in the work completion certificate produced by the bidder otherwise the certificate will be rejected. The Work Completion Certificates submitted for evaluation should clearly mention the Contract value and contract period (as per Annexure VII)		
8	Declaration about fraud and corrupt practices to be executed by the bidder on Rs. 10/- stamp paper & attested by Public Notary / Executive Magistrate (Annexure-II)		
9	Non-Disclosure Agreement (Annexure-III)		
10	Self-declaration about “Whether the agency had ever been debarred by any court of Law or penalized by any Govt. / CSIR/ Private Organizations? If yes, then the Agency will be disqualified in the Technical bidding stage” (Annexure IV)		
11	Self-declaration about “Whether any of the relative of the Agency is working in CSIR-SERC?” (Annexure V) If yes 1. Name of the relative, Designation 2. Nature of the relationship		

12	Integrity pact (Annexure VI)		
13	Local address proof Address proof of office/branch located in Chennai Viz. recent receipts of property tax/ water tax/EB bill/landline telephone bill/Rental Agreement, in the name of the firm.		

[No columns to be left blank]

Place:

**Signature of the Tenderer Name & Address of the
Tenderer with Office Stamp**

Date:

(to be furnished in company/ tenderer letter head)

Proforma for Bid-Securing Declaration Form

To
The Director,
CSIR-Structural Engineering Research Centre (SERC),
Taramani, Chennai – 600113.

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am / We are in a breach of any obligation under the bid conditions, because I/We

- (a) Have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) Having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful bidder, upon the earlier of (i) the receipt of your notification of the name of the successful bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signature of the Tenderer(s)

Name:

Dated:

Seal:

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

DECLARATION ABOUT FRAUD AND CORRUPT PRACTICES

(To be executed by the bidder on Rs. 10/- Stamp paper & attested by Public
Notary/Executive Magistrate)

We certify that during the last 3 years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public/private authority nor have had any contract terminated by any public authority for breach on our part.

We declare that:

- (a) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any Government, Central or State;
- (b) We have taken steps to ensure that in conformity with the provisions against Corrupt Practices and no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- (c) We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority, which could cast a doubt on our ability to undertake the contract or which relates to a grave offence that outrages the moral sense of the community.
- (d) We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law.
- (e) We certify that, we are remitting statutory dues/ taxes regularly to Government and no default was made in this regard.
- (f) We further certify that no investigation by a regulatory authority is pending either against us or against our CEO or any of our directors / managers / employees.

Signature of authorized person
Name & Designation with office Seal

Annexure – III

NON DISCLOSURE AGREEMENT

(In the letter head of Agency / firm)

We hereby declare that we or our employees will not divulge or disclose any information sensitive or otherwise of any nature to anybody/third party.

We understand that we will be solely and wholly responsible for the legal damages arising out of such disclosure.

Signature of the contractor(s)

ANNEXURE-IV

DECLARATION

(In the letter head of Agency / firm)

I/We state/declare that

- a) I/We are not involved in any litigation that may have any impact on the delivery of service, as required under this tender.
- b) I/We are not blacklisted/ debarred by any CSIR/Govt. Department/Public sector undertaking autonomous bodies
- c) I/We do not have any complaint pending against us with any statutory body.
- d) I/We do not have any police case pending against me/us.
- e) I/We have not furnished any false/wrong information at any stage and have not suppressed any fact.
- f) I/We certify that, we are remitting statutory dues/taxes regularly to ESIC / EPFO / Government and no default was made in this regard.
- g) We further certify that no investigation by any regulatory is pending against us.

Yours faithfully,

(Signature of the CONTRACTOR)

Place: _____

Name: _____

Date: _____

Designation: _____

Address: _____

Seal: _____

ANNEXURE-V

DECLARATION OF RELATIONSHIP

I/We (Name) _____ who is working as CONTRACTOR / Partner / Sole Proprietor **(Strike out word which is not applicable)** of the (firm) Name _____ Address _____ do hereby solemnly affirm and declare that **NO RELATIVES (S)** is / are working in any CSIR Laboratories / Institute or CSIR-SERC, Chennai.

(OR)

I/We (Name) _____ who is working as CONTRACTOR / Partner / Sole Proprietor **(Strike out word which is not applicable)** of the (firm) do hereby solemnly affirm and declare that **Sri/Smt./Dr.** _____ **Designation** _____ **at CSIR-SERC, Chennai or CSIR employee at** _____ **Laboratories / Institute located at is my relative.**

Signature with date and seal of the tenderer

****Strikeout whichever is not valid***

Relative(s) may be the following list person:

[NOTE : A person shall be deemed to be a relative of another if, and only if, (a) they are members of a Hindu Undivided Family (HUF), or (b) they are husband and wife, or (c) the one is related to the other in the following manner : Father, Mother (including step mother), son (including step son), Son's wife, Daughter (including step daughter), Father's Father, Son's son(s), Grandson's wife, Son's daughter, Son's daughter's husband, Daughter's husband, Daughter's son, Daughter's son's wife, Daughter's daughter, Daughter's daughter's husband, Brother (including step brother), Brother's wife, Sister (including step sister), Sister's husband.

FORMAT OF INTEGRITY PACT

Between

The Council of Scientific and Industrial Research, a society incorporated under the Societies Registration Act- 1860, having its corporate registered office at “Anusandhan Bhavan”, 2 Rafi Marg, New Delhi-110001 represented by _____ (name of the procuring Entity) hereinafter referred to as “The Principal” which expression shall mean and include, unless the context otherwise requires, its successors and permitted assigns.

And

M/s.....represented by Designated Partner/ Director/ Chief Executive Officer herein referred to as “The Bidder/Contractor” which expression shall mean and include, unless the context otherwise requires, its successors and permitted assigns.

Preamble

The Principal proposes to procure (Name of the Stores/Equipment/Item) at a competitive price in conformity with the specifications, under laid down organizational procedures and the BIDDER/ Contractor is willing to offer/has offered the stores and

The Principal values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/ transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal will appoint an Independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

Section 1 – Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

- (a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
- (b) The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s)

confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.

(c) The Principal will exclude from the process all known prejudiced persons.

- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary action.

Section 2 – Commitments of the Bidder(s)/Contractor(s)

- (1) The Bidder(s)/Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

- (a) The Bidder(s)/Contractor(s) will not, directly or through any other Person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- (b) The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, Certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- (c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- (d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the "Guidelines on Indian Agent of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is annexed and marked as Annexure.

- (e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- (2) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- (3) The person signing IP shall not approach the courts while representing the matters to IEMs and he/she will await their decision in the matter.

Section 3 – Disqualification from tender process and exclusion from future Contracts

- (1) If the Bidder(s)/Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the “Guidelines on Banning of business dealings”. Copy of the “Guidelines on Banning of business dealings” is annexed and marked as Annexure-“B”.

Section 4 – Compensation for Damages

- (1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last 3 Years with any other Company in any country conforming to the anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in “Guidelines on Banning of business dealings.”

Section 6 – Equal treatment of all Bidders / Contractors/ Sub-contractors

- (1) The Bidder(s)/Contractor(s) undertake(s) to demand from all Subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.

- (3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 – Criminal charges against violating Bidders / Contractors/ Subcontractors

- (1) If the Principal obtains knowledge of conduct of a bidder, Contractor or Subcontractor or of an employee or a representative or an associate of a bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitors

- (1) The Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the JS (A), CSIR.
- (3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s) / Subcontractor(s) with confidentiality.
- (4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (5) As soon as the Monitor notice, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- (6) The Monitor will submit a written report to the JS(A), CSIR within 8 to 10 weeks from the date of reference or intimation to him by the Principal and should the occasion arise, submit proposals for correcting problematic situations.
- (7) Monitor shall be entitled to compensation on the same terms as being extended to/provided to Independent Directors on the CSIR.
- (8) If the Monitor has reported to the JS(A), CSIR, a substantiated suspicion of an offence under relevant IPC/PC Act, and the JS(A), CSIR has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- (9) The word ‘Monitor’ would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 10 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by JS(A), CSIR.

Section 10 – Other provisions

- (1) This agreement is subject to Indian Law. Place of performance and Jurisdiction is the Registered Office of the Principal, i.e. New Delhi
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.


17.07.26

(For & On behalf of the Principal)
(Office Seal)

(For & On behalf of Bidder/Contractor)
(Office Seal)

Place.....

Place.....

Date.....

Date.....

Witness 1:(Name & Address):

Witness 2:(Name & Address):

WORK COMPLETION CERTIFICATE

Name & Address of the client:

Details of works executed by :

1.	Name of work with brief particulars	
2.	Agreement No. and date	
3.	Date of Commencement of work	
4.	Stipulated date of completion	
5.	Actual date of completion	
6.	Details of Compensation	
7.	Tendered Amount	
8.	Contract Value per annum	
9.	Name and address of the authority under whom works executed	
10.	Whether the contractor employed qualified Engineer/Overseer during execution of work?	
11.	i) Quality of work (indicate grading) ii) Amount of work paid on reduced rate basis if any	
12.	i) Did the contractor go for arbitration? ii) If yes, total amount of claim iii) Total amount awarded	
13.	Comments on the capabilities of the contractor a) Technical Proficiency b) Financial Soundness c) Mobilization of manpower, T &P d) General behavior	

This certificate is issued without any obligation and liability on the part of

Authorised Signatory

MODEL AGREEMENT

This agreement made on this _____ between the COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH, a Society registered under the Societies Registration Act and having its office at "Anusandhan Bhawan", Rafi Marg, New Delhi (hereinafter referred to as CSIR) which expression shall unless repugnant to the context or meaning thereof be deemed to mean and include its successors and assigns of the ONE PART.

And

M/s. _____ (hereinafter referred to as Contractor) which expression shall unless repugnant to the context or meaning thereof be deemed to mean and include its successors and assigns of the OTHER PART.

WHEREAS the CSIR is desirous of giving a Comprehensive Job Contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR-SERC & TTRS, Taramani, Chennai 600113 and whereas the Contractor has offered to provide the work of cleaning of laboratory buildings & premises (description of the job) on the terms and conditions hereinafter stated.

WHEREAS the Contractor has represented that he is a registered Contractor under the provisions of Contract Labour (Regulation and Abolition Act 1970) and has further represented that he is eligible to get this contract and there is no legal or any other bar for him in this respect. Any obligations and/or formalities which are required to be fulfilled under the said Act or any amendment thereto for the purpose of entering into and/or execution of this contract shall be carried out by the contractor at his own expenses, etc. and the contractor shall report the compliance thereof to the CSIR. The contractor shall be solely liable for any violation of the provisions of the said Act or any other Act.

WHEREAS CSIR has agreed to award the comprehensive job contract for upkeep and maintenance of office premises, laboratory buildings, roads and pathways of CSIR- SERC hereinafter mentioned as work assigned details of which are given at **Annexure 'A', Annexure 'B', Annexure 'C' and Annexure 'D'**.

AND WHEREAS the contractor has agreed to furnish to the Lab./Instt. a security deposit of Rs. _____ (Rupees _____) by way of Bank Guarantee or Fixed Deposit Receipt.

NOW THEREFORE BY THESE ARTICLES AND ON THE PREMISES mentioned above, the parties have agreed to as under

A. GENERAL CONDITIONS

That it is expressly understood and agreed between the parties to this Agreement that the persons deployed by the contractor for the services mentioned above shall be the employees of the contractor for all intents and purposes and that the persons so deployed shall remain under the control and supervision of the contractor and in no case, shall a relationship of employer and employee between the said persons and the CSIR shall accrue/arise implicitly or explicitly.

That on taking over the responsibility of the job contract work assigned the contractor shall formulate the mechanism and duty assignment to its personnel in consultation with Director, CSIR-SERC or his nominee. Subsequently, the contractor shall review the work assigned from time to time and appraise the Director, CSIR-SERC for further streamlining their system. The contractor shall further be bound by and carry out the directions/instructions given to him by the Director, CSIR-SERC or the officer designated by the Director in this respect from time to time.

That the Director, CSIR-SERC or any other person authorized by the Director shall be at liberty to carry out surprise check on the persons so deployed by the contractor in order to ensure that persons deployed by him are doing their duties.

That in case any of the persons so deployed by the contractor does not come up to the mark or does not perform his duties properly commits misconduct or indulges in any unlawful activities or disorderly conduct, the contractor shall immediately withdraw and take suitable action against such persons on the report of the CSIR-SERC in this respect. Further, the contractor shall immediately replace the particular person so deployed on the demand of the Director, CSIR-SERC in case of any of the aforesaid misconducts on the part of the said person.

That the 1st party shall provide water supply and electricity free of cost for carrying out the Comprehensive Job Contract for Upkeep and Maintenance of Office Premises, Laboratory buildings and Roads & Pathways etc. at CSIR – Structural Engineering Research Centre, Taramani, Chennai and Tower Testing and Research Station, Tirusoolam, Chennai by the 2nd party/contractor.

That the 1st party at its cost shall provide space for storage of materials etc.

Income Tax will be deducted from the bills of the 2nd party/contractor at source at the rates as applicable from time to time.

B. CONTRACTOR'S OBLIGATIONS

That the contractor shall carefully and diligently perform the work assigned to him as mentioned in Annexure 'A' and 'B' and as deemed fit by him in consultation with the Lab.

That for performing the assigned work, the contractor shall deploy medically and physically fit

persons. The contractor shall ensure that the persons are punctual and disciplined and remain vigilant in performance of their duty/ providing their sanitation services.

That the contractor shall submit details of the names, parentage, residential address, age, etc. of the persons deployed by him in the premises of CSIR-SERC, for the purpose of proper identification of the employees of the contractor deployed for the work points. Contractor shall issue identity cards bearing their photographs/Identification, etc., and such employees shall display their identity cards at the time of duty.

That the contractor shall be liable for payment of wages and all other dues to his employees which they are entitled to receive under the various applicable labour laws and other statutory provisions.

That the contractor shall at his own cost, if required, take necessary insurance cover in respect of the aforesaid services rendered to CSIR and shall comply with the statutory provisions of Contract Labour (Regulation & Abolition Act, 1970,) Employees State Insurance Act, Workman's Compensation Act, 1923, Payment of Wages Act, 1936, the Employees Provident Fund (and Miscellaneous Provisions) Act, 1952, Payment of Bonus Act, 1965, The Minimum Wages Act, 1948, Employer's Liability Act, 1938, Employment of Children Act, 1938 Maternity benefit Act and/or any other Rules/regulations and/or statutes that may be applicable to them.

That the contractor shall be solely responsible for any violation of provisions of the labour laws or any other statutory provisions and shall further keep the CSIR indemnified from all acts of omissions, fault, breaches and/or any claim, demand, loss, injury and expense arising out from the non-compliance of the aforesaid statutory provisions. Contractor failure to fulfill any of the obligations hereunder and/or under the said Acts, rules/regulations and/or any bye-laws or rules framed under or any of these, the CSIR shall be entitled to recover any of such losses or expenses, which it may have to suffer or incur on account of such claims, demands, loss or injury from the contractor's monthly payments and/or from Security deposit

The contractor shall take all reasonable precautions to prevent any unlawful riots or disorderly conduct or acts of his employees so deployed and ensure preservation of peace and protection of persons and property of CSIR-SERC and TTRS.

That the contractor shall deploy his persons in such a way that they get weekly rest. The working hours/leave for which the work is taken from them, do not violate relevant provisions of Shops and Establishments Act. The contractor shall in all dealings with the persons in his employment have due regard to all recognized festivals, days of rest and religious or other customs. In the event of the contractor committing a default or breach of any of the provisions of the Labour Laws including the provisions of Contract Labour (Regulation Abolition Act, 1970) as amended from time to time of furnishing any information, or submitting or in filing any statement under the provisions

of the said regulations and rules which is materially incorrect, he shall, without prejudice to any other liability, reimburse to the Director, CSIR-SERC, a sum as may be claimed by CSIR-SERC.

It shall be the duty of the contractor to remove all the persons, deployed by him, on termination of the contract, or any ground whatsoever, and ensure that no person creates disruption/hindrance/problem of any nature in CSIR-SERC.

The security money so deposited shall be liable to be forfeited or appropriated in the event of unsatisfactory performance of the contractor and/or loss/damage, if any, sustained by the Laboratory/Institute on account of the failure or negligence of the workers deployed by him or in the event of breach of the agreement by the contractor.

The security deposit will be refunded to the contractor within one month of the expiry of the contract only on the satisfactory performance of the contract.

That the contractor shall keep the CSIR indemnified against all claims whatsoever in respect of the employees deployed by the contractor. In case any employee of the contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the contractor to contest the same. In case CSIR is made party and is supposed to contest the case, the CSIR will be reimbursed for the actual expenses incurred towards Counsel fee and other expenses which shall be paid in advance by the contractor to CSIR on demand. Further, the contractor shall ensure that no financial or any other liability comes on CSIR in this respect of any nature whatsoever and shall keep CSIR indemnified in this respect.

The contractor shall further keep the CSIR indemnified against any loss to the CSIR property and assets. The CSIR shall have further right to adjust and/or deduct any of the amounts as aforesaid from the payments due to the contractor under this contract.

The contractor shall particularly abide by the provisions of minimum wages act, 1948 with rule 1950 framed there under, as amended from time to time. The contractor shall pay monthly wages to his workers at the rate of minimum wages fixed by the Central Government or the State Government whichever is higher.

Any revision of basic wages/VDA by the Central Government during currency of contract will be reimbursed to the contractor. Similarly, any changes in Tax rates (enhancement/reduction) during currency of contract is also applicable.

C. CSIR'S OBLIGATIONS

That in consideration of the services rendered by the contractor as stated above, he shall be paid all-inclusive lump sum of Rs. _____ on monthly basis within 10 working days from the date of receipt of Bills **(complete in all respect & without any**

discrepancies) raised by the contractor and duly certified by the officer designated by Lab./Instt. in this regard.

That the aforesaid lump sum amount has been agreed to be paid by CSIR to the contractor.

D. PENALTIES/LIABILITIES

That the contractor shall be responsible for faithful compliance of the terms and conditions of this agreement. In the event of any breach of the agreement, the same may be terminated and the security deposit will be forfeited and further the work may be got done from another agency at their risk and cost.

That if the contractor violates any of the terms and conditions of this agreement or commits any fault or his services are not to the entire satisfaction of officer authorized by the Director, CSIR - Structural Engineering Research Centre in this behalf and for non-supply of materials/service, a penalty leading to a deduction up to maximum 10% of the total amount of bill for a particular month or higher value as decided by the laboratory, whichever is more, will be imposed.

E. COMMENCEMENT AND TERMINATION

That this agreement shall come into force w.e.f. _____ and shall remain in force for a period of two years. This agreement may be extended for another one year on such terms and conditions as are mutually agreed upon.

That this agreement may be terminated on any of the following contingencies: -

- a) On the expiry of the contract period as state above.
- b) By giving one month's notice by CSIR on account of:
 - i) for committing breach by the contractor of any of the terms and conditions of this agreement.
 - ii) on assigning the contract or any part thereof to any sub-contractor by the contractor without written permission of the Lab./Instt.
- c) On contractor being declared insolvent by competent Court of Law.

During the notice period for termination of the contract, in the situation contemplated above, the contractor shall keep on discharging his duties as before till the expiry of notice period.

F. ARBITRATION

In the event of any question, dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is specially provided under this agreement) the

same shall be referred to Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi.

Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made hereunder and any modification thereof from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause.

IN WITNESS WHEREOF the parties hereto have signed in the presence on the date, month and year first above written.

For and on behalf of
Council of Scientific & Industrial Research,
Anusandhan Bhawan,
Rafi Marg, New Delhi - 110001

For and on behalf of the contractor

WITNESS

- 1.
- 2.