

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	26-06-2026 14:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	26-06-2026 14:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Culture
विभाग का नाम / Department Name	Na
संगठन का नाम / Organisation Name	Archaeological Survey Of India (asi)
कार्यालय का नाम / Office Name	Vadodara Circle
शिकायत निवारण के संपर्क विवरण / Contact details of Grievance redressal	amitkyadav.asi@gov.in
वस्तु श्रेणी / Item Category	Manpower Outsourcing Services - Minimum wage - Unskilled; Not Required; Others
अनुबंध अवधि / Contract Period	9 Month(s) 3 Day(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) / Minimum Average Annual Turnover of the bidder (For 3 Years)	21 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service	7 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है / Past Experience of Similar Services required	Yes
वर्षों के अनुभव के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Experience Criteria, Bidder Turnover *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	7003161
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	Bank Of Baroda
ईएमडी राशि/EMD Amount	175079

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	Bank Of Baroda
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	12

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

(c). ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :

Superintending Archaeologist
Vadodara Circle, Archaeological Survey of India (ASI), Ministry of Culture
(Sa, Asi, Vadodara Circle)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / Stat Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by

Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work & Job description:[1781595210.pdf](#)

Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per complied with The Code on Wages Act:[1781595215.pdf](#)

Manpower Outsourcing Services - Minimum Wage - Unskilled; Not Required; Others (38)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Skill Category	Unskilled
Educational Qualification	Not Required
Type of Function	Others
List of Profiles	Mazdoor/Labour
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA

विवरण/ Specification	मूल्य/ Values
Zipcode	NA
District	NA
Is the Geographical presence of the Service Provider's office required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Gujarat
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowances 1	0
Title for Optional Allowances 2	0
Title for Optional Allowances 3	0
Designation	0

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Amit Kumar Yadav	384265, O/o the Senior Conservation Assistant, Archaeological Survey of India, Sahastralinga Tank, Patan Sub-Circle	38	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 556 • Bonus (INR per day) : 0 • EDLI (INR per day) : 0 • EPF Admin Charge (INR per day) : 0 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • Estimated Number of Overtime Hours per Resource per Month : 0 • Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc & excluding GST) : 0 • ESI (INR per day) : 18.07 • Provident Fund (INR per day) : 72.28 • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 9

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up to 50 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 50 percent. Bidders are bound to accept the revised quantity or duration.

For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 50 percent with the consent of the service provider

2. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. **Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

4. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

5. **Payment**

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

6. **Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

SA, ASI, Vadodara Circle
payable at
Vadodara

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

7. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

SA, ASI, Vadodara Circle
payable at
Vadodara

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

8. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

SA, ASI, Vadodara Circle, Vadodara
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

9. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

10. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

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REQUEST FOR TENDER PROPOSAL

कार्य का नाम: - वडोदरा मंडल के अधिकार क्षेत्र के तहत पाटन सब सर्कल के विभिन्न स्मारकों/स्थल पर लघु कार्य (खरखाव) के तहत जनशक्ति (अकुशल) की आपूर्ति हेतु ।

Name of work: - **Supply of manpower (un-skilled) under MW (Maint.) to various monuments/sites of Patan Sub Circle under Jurisdiction of Vadodara Circle**

Tender reference number F. No. T/53/2026/Vadodara Circle-

भारत सरकार
संस्कृति मंत्रालय
भारतीय पुरातत्व सर्वेक्षण
वडोदरा मंडल, वडोदरा

**Government of India
Ministry of Culture
Archaeological Survey of India
Vadodara Circle, Vadodara**

भारतीय पुरातत्व सर्वेक्षण
वडोदरा मंडल, वडोदरा

F. No.- T/53/2026/Vadodara Circle

ईनिविदा आमंत्रण सूचना -

१. भारत के राष्ट्रपति महोदय की ओर से अधीक्षण पुरातत्व विद, भारतीय पुरातत्व सर्वेक्षण, वडोदरा मंडल, "पुरातत्व भवन" , सेंट्रल लारी के पास, मांडवी, वडोदरा. निम्नलिखित कार्य हेतु प्रमाणिक एवं पात्र ठेकेदारों/पंजीकृत फर्म से केवल ऑनलाइन निविदायें www.ei.nic.in और www.gem.gov.in पर आमंत्रित करते हैं।

निविदा क्र.स	कार्य का नाम	अनुमानितलागत	धरोहर राशी
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1.	कार्य का नाम: - वडोदरा मंडल के अधिकार क्षेत्र के तहत पाटन सब सर्कल के विभिन्न स्मारकों/स्थलों पर लघु कार्य (रखरखाव) के तहत जनशक्ति (अकुशल) की आपूर्ति हेतु ।	Rs. 70,03,161.36/-	Rs 1,75,079 /-
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निविदा प्रपत्र के लिए शर्त :-

1. ठेकेदार किसी सरकारी संस्था अथवा श्रम मंत्रालय से संबंध तथा अर्ध सरकारी संस्था में पंजीकृत होना चाहिए । श्रमिकों के लिए **EPF/ESI** की सुविधा प्रदान करनेकी योग्यता रखना अनिवार्य हैं और **GST** एवं **PAN** होना अनिवार्य हैं ।
2. निविदा एवं आवश्यक सूचना www.asi.nic.in और www.gem.gov.in पर उपलब्ध है ।
3. अग्रिम जमा राशि **Rs.1,75,079/-** (एक लाख पचहत्तर हजार उन्नासी) का धनादेश (राष्ट्रीयकृत बैंक/कोई भी अनुसूचित बैंक) । न आई.टी के प्रकाशन के बाद जारी), किया गया ज्यों की "Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle, Vadodara" के पक्ष में होनी चाहिए। और अधीक्षण पुरातत्वविद्, भारतीय पुरातत्व सर्वेक्षण, वडोदरा मंडल, "पुरातत्व भवन", सेंट्रल लाइब्रेरी के पास, मांडवी, वडोदरा. के कार्यालय में निविदा के खुलने की तिथि से पहले जमा करना अशक है।

अधीक्षण पुरातत्वविद्

प्रतिलिपी:

१. कार्यालय सूचना बोर्ड वडोदरा, वडोदरा मंडल, भारतीय पुरातत्व सर्वेक्षण.
२. वेब मनेजर, भारतीय पुरातत्व सर्वेक्षण, २४, तिलक मार्ग, नई दिल्ली.

Government of India
Archaeological Survey of India
Vadodara Circle, Vadodara

F. No.- T/53/2026/Vadodara Circle

NOTICE INVITING TENDER

On behalf of Hon'ble President of India, office of Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle, "Puratattva Bhavan", Near Central Library, Mandvi, Vadodara, invites online tenders from eligible certified and registered contractor/Firms on www.asi.nic.in and www.gem.gov.in.

Tender No.	Name of the work	Estimate Cost	EMD
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1.	Name of work: - Supply of manpower (un-skilled) under MW (Maint.) to various monuments/sites of Patan Sub Circle under Jurisdiction of Vadodara Circle.	Rs.70,03,161.36/ -	Rs 1,75,079 /-
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Terms for tender documents: -

1. Contractor must be registered with government organization or with Semi-Government organization under Labour Ministry. Providing **EPF & ESIC** benefits to the labour is compulsory and valid **PAN** and **GST** is mandatory.
2. Tender and important instructions are available on ASI Web site www.asi.nic.in and www.gem.gov.in.
3. D.D. drawn from Nationalized Bank/ any Scheduled Bank and issued after publication of NIT shall be accepted towards an Earnest Money Deposit **Rs. 1,75,079/- (Rupees One Lakh Seventy-Five Thousand seventy-Nine only)** should be in favour of "Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle, Vadodara and it will be submitted to the office of the Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle, "Puratattva Bhavan", Near Central Library, Mandvi, Vadodara. **The bid without EMD will be rejected summarily.**

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Superintending Archaeologist

Copy to:

1. Office Notice Board, Archaeological Survey of India, Vadodara Circle, Vadodara.
2. The web-manger, Archaeological Survey of India, 24 Tilak Marg, New Delhi.
3. Office Notice board, Patan sub circle, ASI, Vadodara circle.

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NOTICE INVITING TENDER

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Name of work: - Supply of manpower (un-skilled) under MW (Maint.) to various monuments/sites of Patan Sub Circle under Jurisdiction of Vadodara Circle

Sl. No.	Area Category	Required quantity of Un-Skilled Labors.	Period of Contract
1.	Area "C"	8892 units (38 unit per day x 234 days) x 787.58 = RS. 70,03,161.36/-	

Note: - The above rates calculated including EPF, ESIC, Labour Cess & G.S.T. etc.

1- CRITICAL DATE SHEET

1.	Date of Issue of Tender	16.06.2026
2.	Bid Document Download/ Sale Start date	16.06.2026
3.	Start date for submission of filled-in tender document	16.06.2026
4.	Bid Submission End Date	26.06.2026
5.	Date of opening of technical bid	26.06.2026
6.	Validity of Bid	180 days

2- Documents comprising the Bid:

- i) Technical Bid Submission Form duly signed and printed on Company's letterhead signed and stamped on each page of the tender document.
- ii) Contact Details Form, duly filled and signed.
- iii) Financial Capacity form-filled in signed and stamped.
- iv) All attested supporting document in proof of having fully adhered to minimum eligibility Criteria

v) **Earnest Money Deposit:**

§ The bid should be accompanied by an Earnest Money Deposit 2.5% of estimate cost in the form of Demand Draft of **Nationalized bank/ any Scheduled Bank**. The validity of the Bank Guarantee/ DR must be up to one year starting from the date of submission of the bids. The Bank Guarantee/ Demand Draft of Nationalized bank shall be in favour of S.A., ASI, Vadodara Circle.

§ EMD is to be submitted by all bidders except those who are registered with Central Purchase Organization/National Small Industries Corporation (NSIC)/MSME or Ministry of Culture having exemption of EMD certificate.

§ **Without EMD general bidders shall be disqualified.**

§ No request for transfer of any previous deposit of earnest money or security deposit or adjustment against any pending bill held by the Department in respect of any previous work shall be entertained.

d.

§ Bidders shall not be permitted to withdraw their offer or modify the terms and condition thereof. In case, the bidder fails to observe and comply with the stipulations made herein or backs out after accepting the rates, the aforesaid bid security shall be forfeited to the Government.

§ No claim shall lie against the Government/Department in respect of erosion in the value or interest in the amount of earnest money deposit or security deposit.

§ The bid security (EMD) may be forfeited: (a) If the bidder withdraws his bid during the period of bid validity specified by the bidder in the Bid form.

OR

b) In case of successful bidder, if the bidder fails to sign the contract in accordance with the terms of the tender document within the time specified.

(c) If bidder fails to furnish required performance security deposit (PSD) in accordance with the terms of tender document within the time frame specified by the client.

(d) If bidder fails or refuses to dishonor his own quoted prices for the services or part thereof

Address for communication is as given below:

Contact Person	Address for Communication
Superintending Archaeologist	O/o Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle, "Puratattva Bhavan", Near Central Library, Mandvi, Vadodara e-mail:- circlevad.asi@gmail.com
Sr. Conservation Assistant (only for site/ work location)	O/o Sr. Conservation Assistant, Archaeological Survey of India, Patan Sub Circle.

3-GENERAL TERMS AND CONDITION

1. No tender shall be entertained after the deadline under any circumstances what so ever.
2. The ASI reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Documents or reject any or all tenders without giving any notice or assigning any reason. The decision of the Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle, Vadodara in this regard shall be final and binding on all parties in all circumstances.
3. The successful bidder shall have to submit the Performance bank guarantee (PBG) 5

to 10% of order value in the form of **Fixed Deposit Receipt (FDR)** with minimum **twelve (12) months** validity after the completion of the work as per Critical Date Sheet Sl. No. (4) made in the name of the Company/ Firm/ Agency/ Contractor but by hypothecated to the Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle Vadodara.

4. Conditional bids shall not be considered and will be outrightly rejected in the very first

Instance.

5. Contractor shall be responsible for timely payment to the workers and statutory authorities and compliance of all statutory provisions relating to minimum wages/specified contract amount etc. in respect of the person deployed by him for the work.

6. The Contractor shall also be liable for depositing all taxes, levies, cess etc. on amount of work done/ service rendered by him to the ASI to the concerned tax collection authorities from time as per extant rules and regulations on the matter.

7. The Contractor shall not be permitted to participate in tender for works in the Archaeological Survey of India, Circle/Branch Office (Responsible for award and execution of contract) in case his near relative is posted in the office in the capacity of gazetted post.

4-TECHNICAL ELIGIBILITY REQUIREMENT FOR THE TENDERING COMPANY/FIRM/AGENCY/CONTRACTOR

TECHNICAL ELIGIBILITY REQUIREMENTS FOR THE TENDERING COMPANY/ FIRM/ AGENCY (Must be filled and uploaded on the GeM Portal)				
Sl. No.	Eligibility Condition	Copies of Relevant Document required	Enclosed Yes / No	Page No. of bid document
1.	The Company/firm/agency should be registered with the appropriate registration authority. (It may be registered with CPWD/PWD of State Govt./ Railways/ MES/ or any state governments or any central Government department or Registered under Companies Act 2013 etc.)	Copy of valid Registration Certificate		
2.	The company/firm/agency should be registered with Labour department. (Central/ State)	Copy of valid Registration Certificate.		

3.	The company/firm/agency should be registered with the Employees' Provident Fund Organization.	Copy of valid Registration Certificate		
4.	The company/firm/agency should be registered with the Employees' State Insurance.	Copy of valid Registration Certificate		
5.	The Company/ Firm/ Agency should be registered with GST Department (only of Gujarat)	Copy of GST Registration (only of Gujarat) along with GST returns of quarter 3 rd of FY 2025-26 i.e. October to December filed with the authority.		
6.	<p>Experience Criteria</p> <p>Experience of having successfully completed similar works during last 7 financial years (i.e. FY 2019-20 to 2025-26) in central/ state government/ public sector department and should fulfill either of the following.</p> <p>(Similar work means the Contractor/ Agency/ Firm/ Company should have an experience in supply of manpower (unskilled))</p> <p>Note: Copy of Work order along with completion certificate should be submitted.</p> <p>Only work orders or only completion certificates will not be considered. Ongoing work orders will not be considered. The work orders related to completed works along with completion certificates from the concerned authorities will only be considered.</p> <p>Annexure - I(As per Page No. 23)</p>	a. Three similar completed works costing not less than the amount equal to 40% of the estimated tender cost.		
		<p>or</p> <p>b. Two similar completed works costing not less than the amount equal to 50% of the estimated tender cost.</p> <p>or</p> <p>c. One similar completed works costing not less than the amount equal to 80% of the estimated tender cost.</p>		
		* Duly signed with Seal. To be given on Company letter Head		
7.	PAN Card in the name of Company / Firm/ Agency.	Copy of PAN Card in the name of Company/ Firm/ Agency/ self-proprietorship etc. else duly notarized affidavit confirming ownership/ self-proprietorship to be provided for.		

8.	Availability of office of service provider	An office of the service provider must be located in Gujarat. Documentary evidence to be submitted.		
9.	Copies of Income Tax Returns for the last three financial years to be attached for. A.Y. 2023-24 for F.Y.2022-23; A.Y. 2024-25 for F.Y. 2023-24; A.Y. 2025-26 for F.Y. 2024-25. If A.Y. 2025-26(F.Y.2024-25) is not filed due to any reasons please indicate the same and ITR for the A.Y. 2022-2023 (financial year 2021-22) will be considered for those bidders.	Copies of ITRs in the name of Company/ Firm/ Agency/ self-proprietorship etc. else duly notarized affidavit confirming ownership/ self-proprietorship to be provided for.		
10.	Turnover Criteria The Average Annual Financial Turnover during last three years ending 31st March of the previous financial year i.e. 2023-24, 2024-25 and 2025-26, should be at least 30 %of the tender cost. If F.Y. 2025-26 is not audited due to any reasons please indicate the same and Turnover for the financial year 2022-2023 will be considered for those bidders.	Certificate from statutory Auditor.		
11.	EMD	DD/ Banker's cheque from nationalized bank/ any Scheduled Bank. If the bidder is exempted for EMD submission they should furnish certificate to this effect such as MSME exemption certificate.		
12.	Tender Document (from Page No 01 to 23)	Duly signed with Seal. Unsigned documents will not be considered.		
13.	Tender Acceptance letter (As per Page No. 22) and Declaration (As per Page No. 21)	Duly signed with Seal. To be given on Company letter Head		

tendering agency/contractor/company should fulfil the following ELIGIBILITY requirement and to furnish/upload/attach-attested copies of documents.

***Similar Nature:** Supply of Manpower of Similar nature required for upkeep, cleaning, sweeping and watch and in any Centre/State Government organization/Public Sector Undertaking/Autonomous Bodies. Total value of work shall be considered. The quantity may vary from the required quantities in the tender. Supply order and its correspond

g completion certificate issued by Centre/State Government organization/Public Sector Undertaking/Autonomous E to be enclosed along with the bid documents.

Schedule to accompany the tender for **Supply of manpower (un-skilled) under MW (Maint.) to various monuments/sites of Patan Sub Circle under Jurisdiction of Vadodara Circle:**

Sl. No	Name of Monuments/sites	Unit (No.)
1.	Group of Temples, Khedroda	2
2.	Hinglojimata Temple, Khandosan	0.5
3.	Jami Masjid, Siddhpur	1
4.	Jasmalnathji Mahadev Temple, Asoda (Including Sweeper)	2
5.	Kund, Vijapur	1
6.	Limbojimata Temple, Delmal	1
7.	Malaimata Temple, Palodar	1
8.	Nilkantheshwar Mahadev Temple, Ruhavi	1
9.	Rani Ki Vav, Patan (Including Sweeper)	7
10.	Ruins of Rudra Mahalaya Temple, Siddhpur	1
11.	Sahastralinga Talao (Excavated), Patan (Including Sweeper)	6
12.	Shaikh Farid Tomb, Patan	1
13.	Sivaimata Temple, Sunak	0.5
14.	Sun Temple, Modhera (Including Sweeper)	6
15.	Tomb of Sikandarshah, Prantij	1
16.	Torana, Vadnagar	1
17.	Two Small Shrines near Sanderi Mata Temple, Sander	1
18.	Ajpal Kund, Vadnagar	1
19.	Sitlamata Temple, Piludra Patan	0.5

20.	Gateway of Khan Sarovar	1
21.	Torana with a Sun Image, Piludra, Patan	0.5
22.	Nilkantheshwar Mahadev Temple, Sunak	0.5
23.	Sabha Mandapa (Double Shrines) & the ancient shrines, Khandosan, Mehsana	0.5
	Total	38

4-EVALUATION CRITERIA

1. The bidder who fulfils Technical Eligibility Requirement mentioned under the clause of Technical Eligibility Requirement shall be declared technically qualified. For financial bid in respect of only technically qualified bidders shall be opened on GEM.
2. The bidder who quotes lowest rate of service charges per person per day mentioned in para 7 (v) of Application for financial bid shall be declared L- 1.
3. **In case of tie in lowest rate the L-1 shall be decided by the auto run in the GEM portal.**

Break up of Labour rates

Sl. No.	Component of Rate	Amount in Rs. Per Person/Per Day Basic Rate Un-skilled Labourers
i. i	Daily Wage Rate As Per Labour Commissioner, Vadodara, Approved Rate (Area "C")	AREA "C" 556/-
ii. ii	Employees Provident Fund @13 % of (i) above (As per EPF rule)	
iii. iii	Employees State Insurance @3.25% of (i) above (As per ESIC rule)	
iv. iv	Contractors Service Charge % of (i) above (Including all taxes)	

v. v	Total of i+ii+iii+iv above	
vi. vi	GST @18% of above	
vii. v ii	Total of v+vi Above	

5- RIGHT OF ACCEPTANCE:

- 1.** The Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle reserves all rights to reject any bid including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind it to accept the lowest or any specific bid.
- 2.** The decision of the competent Authority i.e. o/o Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle in this regard shall be final and binding.
- 3.** Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.
- 4.** The competent authority of the office of the Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle reserves the right to award any or part or full contract to any successful agency/agencies at its discretion and this will be binding on the bidders.
- 5.** In case of failure to comply with the provisions of the terms and conditions mentioned by the agency that has been awarded the contract, the competent authority of the O/o Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle reserves the right to award the contract to the next higher bidder or any other outside agency and the difference of price shall be recovered from the defaulter agency who has been awarded the initial contract and this will be binding on the bidders.
- 6.** Superintending Archaeologist, Archaeological Survey of India, Vadodara Circle may terminate the Contract if

It is found that the Contractor is black listed on previous occasions by any of the Government Departments / Institutions / Local Bodies / Municipalities / Public Sector Undertaking etc.

6- NOTIFICATION OF AWARD BY ISSUANCE OF 'LETTER OF ACCEPTANCE':

- i)** After determining the successful evaluated bidder, Client shall issue a NOTIFICATION OF AWARD BY ISSUANCE; of 'Letter of Acceptance'.
- ii)** After determining the successful evaluated bidder, Client shall issue a Letter of Acceptance (LoA) in duplicate, who will return one copy to client duly knowledge, accepted and signed by the authorized signatory, within seven (7) days of receipt of the same by him.
- iii)** The issuance of the Letter of Acceptance to the bidder shall constitute an integral Part and it will be a binding to the contract.
- iv)** The time taken between the date of issue of LoA and Notice to Proceed shall not prevent the contract or to mobilize the work.

7- PERFORMANCE BANK GUARANTEE (SECURITY DEPOSIT):

- 1.** The successful bidder shall have to submit the Performance Bank Guarantee/FDR issued from a nationalized bank/ any Scheduled Bank, a sum equivalent 5 to 10% of the tender cost/contract value in favour of the Superintending Archaeologist, ASI, Vadodara Circle payable at Vadodara. Performance Bank Guarantee must be valid with Minimum twelve (12) months validity after the completion of Work as per Critical Date Sheet SI. No. (4).
- 2.** The Bank Guarantee can be forfeited by order of the competent authority of the Superintending Archaeologist, ASI, Vadodara Circle in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order.
- 3.** On expiry of the contract, such portion of the said Bank Guarantee as may be considered by the Superintending Archaeologist, ASI, Vadodara Circle sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been received and examined.
- 4.** If the contractor is called upon by the competent authority of the Superintending Archaeologist, ASI, Vadodara Circle to deposit Security and the contractor fails to provide the security deposit within the period specified such failure shall constitute Breach of contract and the Superintending Archaeologist, ASI, Vadodara Circle shall be entitled to make other arrangements at the risk, cost and expense of the contract.
- 5.** On due performance and completion of the contract in all respects, the Security Deposit will be returned to the contractor without any interest on presentation of an absolute No Demand Certificate in the prescribed form and upon return in good condition of any specifications, samples or other property belonging to the purchaser, which may have been issued to the contractor.

8- SIGNING OF CONTRACT AGREEMENT

- 1.** The successful Bidder shall enter into contract and shall execute and sign the Contract Agreement in accordance with the Articles of Agreement before commencement of the services. Client shall prepare the draft Articles of Agreement in the Performa included in this Document, duly incorporating all the terms of agreement between the two parties and send the same in duplicate to the successful Bidder for their concurrence.

2. The successful Bidder shall return the duly concurred copies of the draft Articles of Agreement within Seven (07) days of receipt of the draft Articles of Agreement from Client, duly printed on the correct amount of stamp paper, duly adjudicated by the registrar of stamps where the contract is proposed to be executed.
3. The competent authority of the Client shall sign the Contract agreement and return copy of the same to the successful bidder.

A. COMMENCEMENT OF SERVICES

1. The Contract shall become legally binding and in force only upon submission of Performance Bank Guarantee.
2. The Contractor shall commence manpower services in Client's premises within 15 days from the date of receipt of **Notice to Proceed**.

B. CONTRACTOR'S OBLIGATIONS:

1. The Contractor shall provide manpower supply at the national protected monuments of the Vadodra circle as per Schedule of Work/ Requirements which may be amended from time to time by the Client during the contractual period and it shall always form part and parcel of the Contract. The contractor shall abide by such assignments as provided by the client from time to time.
2. The Contractor shall provide manpower services and these personnel deployed shall be employee of the Contractor only and the Client shall not in any manner be liable and all statutory liabilities (such as ESI & PF etc.) shall be paid for by the Contractor.
3. The Contractor shall submit to Client the details of amount deposited on account of EPF and ESI in respect of the deployed personnel to the concerned authorities from time to time.
4. The Client shall have the right, within reason, to have any personnel removed who is considered undesirable or otherwise and similarly the Contractor reserves the right to remove any personnel without intimation to the Client, emergencies, exempted.
5. The Contractor shall cover its personnel for personal accident and death whilst performing the duty and the Client shall own no liability and obligation in this regard.
6. The Contractor shall exercise adequate supervision to reasonably ensure proper performance of services in accordance with Schedule of Requirements.
7. The numbers of Worker can be decreased or increased as per the availability of funds and need of work hence no claim will be made by the contractor to the department.
8. The work should be executed as per the directions of the site-in-charge.
9. No accommodation/transportation to reach site will be provided by ASI.
10. No placement charges shall be collected by the firm from the prospective candidates.
11. Whenever and wherever it is found that the assigned work is not performed up to the entire satisfaction of the Client, especially under the supervision of the Contractor's Supervisor, it will be brought to the notice of Contractor by the Client and if no action is taken immediately, penalty of Rs.1000/- per day per complaint will be imposed by invoking penalty clause.
12. The personnel of the Contractor shall not be the employees of the Client and they shall not claim any salary or allowances, compensation, damages or anything arising out of their employment/duty under this Contract. The Contractor shall make them known about this position in writing before deployment under this agreement.
13. The Contractor shall also provide at its own cost all benefits statutory or otherwise to its employee and the client shall not have any liability whatsoever on this account. The Contractor shall also abide by and comply with the Labour laws, workmen compensation Act, EPF Laws, ESIC Laws, Income tax laws and Minimum wages Laws, contract Labour (Regulations Abolition Act) or any other law in force.
14. The Contractor shall cover all its personnel under the relevant laws of EPF, Labour, ESIC etc. Proof of the same should be submitted by the Contractor quarterly.
15. Adequate supervision shall be provided to ensure correct performance of the services in accordance with the prevailing requirements agreed upon between the two parties.
16. All necessary reports and other information shall be supplied immediately as required and regular meetings will be held with the Client.

D. CONTRACTOR'S LIABILITY:

1. The Contractor shall completely indemnify and hold harmless the Client and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence by the Contractor or any of its employees engaged in the provision of the manpower supply to the Client.
2. The Contractor shall not be liable in anyway what so ever and the Client hereby expressly waives any right to, any loss, injury, damage, destruction, distortion, erasure, corruption or alteration of monuments or its parts.
3. The Contractor shall not Sub-Contract or Sub-let, transfer or assigns the contract or any other part thereof.
4. The Contractor shall completely indemnify and hold harmless the Client and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence by the Contractor or any of its employees engaged in the provision of the restoration at the monumer of Vadodara Circle.

E. VALIDITY OF CONTRACT:

1. The contract, if awarded, shall be initially for a period of **Nine** months w.e.f. The date of award subject to continuous satisfactory performance. In case of breach of contract or in the event of not fulfilling the minimum requirements / statutory requirements, the client (ASI) shall have the right to terminate the contract forthwith in addition to forfeiting the performance security amount deposited by the contractor and initiating administrative actions for black listing etc. solely at the discretion of the competent authority of the office of the client.
2. In case the client is satisfied with the work of agency/contractor the period of contract can be extended further maximum for one years on the same terms and condition. (Subject to satisfactory performance and mutual consent)

9- PAYMENTS

1. After selection of the Successful bidder as Contractor, a price schedule shall be annexed to the Articles of Agreement according to which all payments shall be made to the Contractor by the Client.
2. The prices in the Price Schedule shall be inclusive of GST as may be levied by the Government from time-to-time and the same shall be charged in addition to the applicable rate.
3. The Contractor shall raise bill and submit the same to the site incharge. The Client shall make all endeavors to make payments within 30 days from the date of verification of work.
4. The Contract shall be valid for a period of 02 month. No price escalation, other than SSR, and statutory levies by Government shall be entertained by the client during the period.
5. The agency has to bear with abrupt repeal of funds by the Government and has to wait till fresh allotments are made. No interest payment for the delay in payment will be made by the ASI. The quantum of work can be modified as per availability of the funds and need of the work.

NOTES:

1. In case where the bidder has submitted "NIL" service Charges the bid shall be treated as unresponsive and will not be considered in terms of the provision of Ministry of Finance, Department of Expenditure OM No.29(1)/2014-PPD dated 28th January, 2014.
2. The payment shall be made on monthly basis based on biometric/manual attendances duly certified by concerned monument in-charge (Sr. CA /CA).
3. As and when the central/state government will revise the minimum wages or statutory obligation or tax es, in taxes, in the respective states/city, the service provide/successful Bidder will put up a claim for revision of rate with a copy of the notification of the Central Government/State Government.
4. The successful bidder shall have to enter into an agreement within 15 days of giving acceptance for the work.

FORCE MAJEURE: OBLIGATIONS OF THE PARTY:

"Force Majeure" shall mean any event beyond the control of Client or of the Contractor, as the case may be, and which is unavoidable notwithstanding the reasonable care of the party affected, and which could not have been prevented by exercise of reasonable skill and care and good industry practices and shall include, without limitation, the following:

- War, hostilities, invasion, act off civil war;
- Rebellion, revolution, insurrection, mutiny, conspiracy, riot, civil commotion and Terrorist acts;
- Strike, sabotage, unlawful lockout, epidemics, quarantine and plague;
- Earthquake, fire, flood or cyclone, or other natural disaster.

10-TERMINATION:

1. This Contract may be terminated forth with by either party by giving written notice to the other if:

The other party is in material breach of its obligations under this Agreement and / or, in the case of such breaches capable of being remedied, fails to remedy that breach within thirty days of receiving notice of such breach; or

The contract may be terminated forthwith by the client by giving written notice to the Contractor, if:

In case of breach of any of terms and conditions of the Contract by the Contractor, the Competent Authority of the Client shall have the right to cancel the Contract without assigning any reason thereof, and nothing shall be payable by the Client and in that event and the security deposit in the form of performance Bank Guarantee shall be forfeited and encashed.

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11- DISCLAIMER:

The relatives/ near relatives of employees of the Client are prohibited from participation in this bid. The near relatives for this purpose are defined as:

1. Members of a Hindu Undivided Family.
2. Their husband or wife.
3. The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), daughter(s) & daughter/s husband (son-in-law), brother(s) & brother's wife, sister (s) and sister's husband (brother-in-law).

12. GOVERNING LAWS AND SETTLEMENT OF DISPUTE:

Any claims, disputes and or differences (including a dispute regarding, the quistihce, validity or termination of this Contract) arising out of, or relating to this contract including interpretation of its terms shall be resolved through joint discussion of the Authorized Representatives of the concerned parties. However, if the disputes are not resolved by the discussions as aforesaid within a period of 30 days, then the matter will be referred for adjudication to the arbitration of a sole arbitrator to be appointed by the client in accordance with the provisions of the Arbitration and Conciliation Act 1996 and rules made thereunder including any modifications, amendments and future enactments thereto. The venue for the arbitration will be New Delhi and the decision of the arbitrator shall be final and binding on the parties.

This Contract is governed by the laws of Republic of India and shall be subject to the exclusive jurisdiction of the courts in Vadodara.

13- OFFICIAT RECORDS:

The Contractor shall maintain complete official records of disbursement of wages / salary, showing specifically details of all deductions such as ESI, EPF, bank transaction details, etc. In respect of all the staff deployed at Work Site.

The Contractor shall maintain a personal file in respect of all the staff who is deployed in Client office. The personal file shall invariably consist of personal details such as name, address, date of birth, sex, residential address (Temporary / Permanent) and all grievances recorded by the staff vis-a-vis action taken etc-

The Contractor shall furnish an undertaking that within seven days of the close of every month they will submit to Client a statement showing the recoveries of contributions in respect of employees with Certificate that the same have been deposited with ESIC/EPFO Commissioners.

Each bill must accompany the:

- (a) List of employees with their date of engagement.
- (b) The amount of wages (The Contractor shall ensure that SSR are paid to all the employees with all the benefits such as ESIC/EPF/Bonus etc.) paid to him must be accompanied with bank statement, or payment schedule, ESI, EPF records.
- (c) Copies of authenticated documents of payments of such contributions to EPFO/ESIC/other deduction Declaration of the Contractor regarding compliance of clause 8.3 Amount of EPF/ESIC.
- (d) The contractor should submit the attendance sheet for each employee with invoice bill, except the monument/sites falls in the remote localities does not have electricity.
- (e) The Contractor shall also prepare a register indicating all payments / dues in respect

Of all the employees.

14- GENERAL INSTRUCTIONS:

1. The Contractor shall deploy all manpower at the Client in the manner and as per the instructions of the Client
2. The Contractor shall ensure that all personnel are fully conversant with the premises and with the client's business activities and its related worker requirements.
3. The Client shall have the right to have any person removed who is considered to be undesirable or otherwise and similarly the Contractor reserves the right to remove the personnel with prior permission of the Client, emergencies, exempted.
4. The Contractor shall cover its personnel for personal accident and/ or death whilst performing the duty.
5. The Contractor shall exercise adequate supervision to ensure proper performance of Manpower Services in accordance with the requirements.
6. The personnel of the Contractor shall not be the employees of the Client and they shall not claim any salary or allowances, compensation, damages or anything arising out of their employment/duty under this Contract. The Contractor shall make them known about this position in writing before deployment under this agreement.
7. The Contractor shall also provide at its own cost all benefits statutory or otherwise to its employees and the Client shall not have any liability whatsoever on this account.
8. The contractor shall also provide Biometric machine for attendance, except the remote localities where there is no electricity.
9. The submitted bills will be processed at the O/o Superintending Archaeologist, ASI, Vadodara Circle and payment will be made to the contracting company/Firm/Agency within reasonable time. **All statutory TDS deductions like IT, GST and Labour Welfare Cess will be deducted on the bill amount as per applicable rates.**
10. The contracting company/Firm/Agency shall be capable to pay the wages as per tender document timely before 07th of every month from his own resources. The bidder shall be capable to pay monthly wages up to 03 to 04 months from his own resources in case of delay in payment by this office due to unavoidable circumstances.
11. In any circumstances if the contracting company/Firm/Agency fails to disburse the wages to the manpower/casual labours within the 07 day of every following months the Archaeological Survey of India, Vadodara Circle **being the Principal Employer would have the liberty to make the payments of pending wages to all the manpower/casual labours on the very next day in terms of Section 214) of Contract Labour (Regulation & Abolition) Act, 1970. Such amount in whole will be recovered from the next bill of the concern contracting company/Firm, concern contracting company/Firm/Agency will be held responsible for the same. The Archaeological Survey of India, Vadodara Circle will not be liable to pay any c/Agency. In such way if any discrepancies arising out regarding overpayment/ overpayment/ dual payment compensation for the same.**

- 12. All payments by the contracting company/Firm/Agency to the deployed manpower and to the contracting company/Firm/ Agency by the Superintending Archaeologist, ASI, Vadodara Circle will be done through online transactions modes like NEFT/RTGS.** The contracting company/Firm/Agency shall submit necessary bank details for bill payment.
- 13.** The claims in bills regarding Employees State Insurance, Provident Fund etc. shall be necessarily accompanied with the documentary proof pertaining to the concerned month bill. **A requisite portion of the bill/whole of the bill amount will be held up till such proof is furnished, at the discretion of the office.**
- 14. This deployment of manpower is purely on temporary basis as per requirement of the work and the Competent Authority would have the discretion to discontinue the same partially or fully, any time without assigning any cause. None of the deployed manpower can never claim any job security and permanent job from the Archaeological Survey of India, Vadodara Circle in any manner.**
- 15.** In case of termination of this contract on its expiry or otherwise, the persons deployed by the service providing agency will not be entitled to and will have no claim for any absorption nor for any relaxation for absorption in the regular/any other capacity in Archaeological Survey of India.
- 16.** The deployed manpower will be the employee / contractual employee of the contracting company/Firm/Agency firm but they cannot be considered as employee of Archaeological Survey of India.
- 17.** The contracting company/Firm/Agency shall liable for any issues/controversy arising out in relation to ESI, PF, ESI and shall deal the same with responsibility of the related procedures.
- 18. No deposits or other monetary considerations or placement charges from the deployed manpower shall be collected by the contracting company/Firm/Agency. If any complaints are received by the Superintending Archaeologist, ASI, Vadodara Circle or other higher officials, will be duly investigated by an officer nominated by the Superintending Archaeologist, ASI, Vadodara Circle. If the complaints are found correct, suitable remedial actions including termination of the contract may be taken by the Superintending Archaeologist, ASI, Vadodara Circle. The decision of the Superintending Archaeologist, ASI, Vadodara Circle is final in this regard and the successful bidder should abide by it.**
- 19.** If any document furnished by contracting Company/firm/Agency is found false and fabricated at any stage, it would be deemed to be the breach Contract and the concern Company/firm/Agency liable for legal action besides termination of contract immediately.
- 20.** The contracting agency shall ensure that the individual manpower deployed is physically fit to discharge duties of **UN-SKILLED LABOUR** as mentioned above.

15- General feature and major components of the work:

The contractor should ensure that the engaged labour should not be below 18 years and above 60 years. Their normal working hours will be as per duty shift with one hour lunch break. The working time of labours may vary as per requirement at site.

16- Scope of work:

The workers shall be engaged for the following type of jobs.

Casual Labours;

- a. Sweeping and cleaning (removal of garbage, dry leaves etc.) of the area around the monument.
- b. Cleaning the monument floor area, removal of cobwebs, vegetation grown on monuments.
- c. Visitors crowd management at sites/monument/watch and ward duty at monuments, ticket checking at site/monument.
- d. Removal of vegetation and plants grown over the monuments/Historical buildings/Government buildings.
- e. Removal of jungle/rank vegetation grown on monuments or in the premises.
- f. Performing duties for round the clock surveillance on the monuments, peripheral areas and any property of ASI, as and when required in three shifts including night shift.
- g. To assist Officers/Sub circle In-charges or other staffs in conservation work, housekeeping work and other official work as and when required.
- h. The above-mentioned tasks are very general and it may vary from site to site. The deployed persons should perform **any other tasks as provided by the officers** sub circle in charges or other staffs posted at the site.

17- CODE OF CONDUCT:

The Contractor shall strictly observe that its personnel:

- i.) Are always smartly turned out and vigilant.
- ii.) Shall not drink on duty, or come drunk and report for duty.
- iii.) Take charges of their duties properly and thoroughly.
- iv.) Perform their duties with honesty and sincerity.

- v.) Read and understand their post and site instructions and follow the same.
- vi.) Extend respect to all Officers and staff of the office of the Client.
- vii.) Will not gossip or chit chat while on duty.
- viii.) Will never sleep while on duty post.
- ix.) Will not read newspaper or magazine while on duty.
- x.) Will immediately report if any untoward incident / misconduct or misbehavior Occurs, to Vendor Control and the Client.

- xi.) When in doubt, approach concerned person immediately.

- xii.) Do not entertain visitors.

- xiii.) Do not smoke in the monument premises.

NOTE: The documents viz. Bid Security Form, Article of Agreement and Performance Bank Guarantee Form will be provided with acceptance letter.

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Government of India
Ministry of Culture, Vadodara

Superintending Archaeologist
Archaeological Survey of India

Vadodara Circle

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DECLARATION

(To be printed on Letter Head of Bidder)

1. I,, Son/Daughter of Shri.....signatory of the agency/firm mentioned above, is competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. My agency/firm has not been blacklisted/debarred from participating in tender of any Ministry/ Department of Government of India and Government of India undertaking in the last Three (3) years as on date of opening of this Tender. If found blacklisted/debarred within last 3 years, the bids shall be summarily/ out-rightly rejected at any stage of the Tender and will not be considered any further.
4. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
5. I/We am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Signature of Bidder

Date: Full Name:

Place:

Seal:

-
-
-

-
-
-

TENDER ACCEPTANCE LETTER

(To be printed on Letter Head of Bidder)

Date:

To

The Superintending Archaeologist
Archaeological Survey of India
Vadodara Circle, Vadodara.

Sub: Supply of manpower (un-skilled) under MW (Maint.) to various monuments/sites of Patan Sub Circle under Jurisdiction of Vadodara Circle.

Dear Sir,

I/We have download / obtained the tender document(s) for the above mentioned 'Tender/work' from the GeM web site.

I /We hereby certify that I / we have read the entire terms and conditions of the tender documents (including TC), which form part of the contract agreement and I/we shall abide hereby the terms / conditions / clauses contained therein.

The corrigendum (s) issued from time to time by your department/ organization to have also been taken into consideration, while submitting this acceptance letter.

I/We do hereby declare that our firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

I/We certify that all information furnished by the our Firm is true & correct and in the event that the informati is found to be incorrect/untrue or found violated, then your department/ Organization shall without giving an notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any oth rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

I/We hereby declare no officer/staff of Vadodara Circle, ASI is related to us.

Yours faithful

(Signature of the Bidder, with Official Sea

TABLE FOR THE EXPERIEINCE CERTIFICATE

ANNEXTURE-1

Sl. no.	Name of the Department (order issuing authority)	Tender Amount	2021-22		2022-23		2023-24	
			Page no . of bid document, Date of work order	Page no. of bid document, Date of completion order	Page no . of bid document, Date of work order	Page no. of bid document, Date of completion order	Page no. of bid document, Date of work order	Page no . of bid document, Date of completion order
1.								
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अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders

against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इस अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any failure declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---