

PRE-QUALIFICATION CRITERIA

Tender document for the job: Contract for Sanitization of Work locations inside Bio -Refinery, ABRPL Difaloo Office, Ashray and AISF Camp.

Contract Period: 180 days

Bid-Qualifying Criteria:

1) TECHNICAL REQUIREMENTS:

- a) The bidder must have experience of engaging Unskilled manpower for jobs like sanitization, housekeeping etc. The bidder should have work experience in running contracts of a PSU/Private Sector for a period of 6 months in Assam.
- b) For proof of requisite experience, self-attested photocopies of following documents must be submitted along with the bid:
 - (i) Contract documents / Work Order / Purchase Order showing details of work
 - and**
 - (ii) Completion Certificate / provisional completion certificate for the aforesaid Contract documents / Work Order / Purchase Order showing Contract number, Gross value of job done, Contract period /Contract start and completion date.
- c) The bidder should be resident of Assam. Any one of the following documents shall be submitted along with the bid:
 - PRC (Permanent Residence Certificate)
 - Ration Card
 - Driving License
 - Voter's Identity Card
 - Electricity Bill (in own name)
- d) The bidder must also submit the below mentioned documents:
 - Firm Registration Certificate.
 - PAN Card.
 - GST Registration
 - Trade License
 - PF Registration
 - ESIC Registration

All submitted documents shall be self-attested by the bidder.

- e) **Annual Turnover:** Annual Financial Turnover of the bidder during any of preceding three financial / accounting years from the original bid closing date should be at least Rs. 10,00,000/- (Ten Lakh in Indian Rupees only).

f) **Net-Worth:** The financial Net Worth of the Bidder as per the immediate preceding year's audited annual financial results should be positive.

g) **Working capital:** Bidder should have minimum working capital of Rs. 1,00,000/- (One Lakh in Indian Rupees only) as per the immediate preceding year's Audited financial results.

Note: For proof of Annual Turnover & Net worth following document must be submitted along with the bid:-

i) A certificate issued by a practicing Chartered /Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth.

Or

ii) Audited Balance Sheet along with Profit & Loss account.

In case bidder is unable to meet the working capital requirement as above, the bidder can supplement the working capital with a fund based line of credit from any scheduled bank in India or a commercial bank having net worth more than equivalent INR 100 crore.

Scope of Work & Supply for contractor:

- Manpower service as per latest min. wage rate of Assam Govt. with direction of E-I-C
- Contractor must engage 7 (seven) Unskilled workers for 180 days.
- The workers will be required to wear PPE kits while on duty. These kits will be provided to them by ABRPL.
- Medical insurance (**Including of Covid -19 coverage**) to be provided to workers by contractor during the period. The amount for medical insurance to be reimbursed by ABRPL on actuals against submission of proper documents.
- Chemicals for disinfection will be provided by ABRPL to the contractor as per direction of the EIC.
- Manual Spraying machines will be provided by ABRPL to the contractor as per direction of the EIC on returnable basis.
- The workers will be required sanitize two times, in all locations as guided by the EIC.
- In addition, sanitization workers will be required to cover all such areas where new requirements come up and as guided by the EIC.
- Daily disinfection registers to be maintained by the contractor as guided by the EIC.
- Damage/ Lost of returnable equipment/PPE to be recovered/adjusted on actuals from the contractors.

Evaluation Criteria: Evaluation of price bid shall include the following:

- a) Evaluation will be done based on profit %. (Profit percentage should not be in negative).
- b) ABRPL reserves the right to conduct negotiations.
- c) In case of tie between two or more bidders at L-1 position, all the L-1 bidders should be asked to submit discount over previous quoted rate.

The subject work is indivisible and shall be awarded to single successful bidder unless stated otherwise elsewhere in the tender document.

SUB-LETTING OF WORKS: No part of the CONTRACT nor any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the CONTRACTOR directly or indirectly to any person, firm or corporation whatsoever without the consent in writing, of the EIC/ABRPL.

Terms and conditions:

- (a) The contractor will have to abide by the existing laws applicable to contract works and cooperate with other contractors working at site and will not cause hindrance to other works.
- (b) The contractor shall observe all labour and other statutory rules and regulation of State/ Govt. in force including the Safety and Environmental rules & regulations. In case of any violations of such laws, rules & regulations, the cost involvement thereof shall exclusively be borne by the contractor and the company shall have no liability whatsoever on this account.
- (c) The contractor should engage labourers preferably from the families of displaced persons to the extent available.
- (d) The contractors will make necessary deductions for PF from the wages of the workers as per the PF Act and deposit the same to the authorities concerned along with the employers' contribution. PF to be deposited against each worker engaged by the contractor. Contractor has to submit monthly return (ECR) and acknowledgement receipt of the PF deposits along with the bill.
- (e) Head (HR & Admin.), ABRPL shall be the Engineer-in-charge of the work and the contractor will have to abide by the instructions of Engineer-in-charge as given from time to time.
- (f) For applicable labour wage at ABRPL site & other relevant information regarding labour wages, kindly refer Notification no. ACL/43/2004/582-646 dated: 08/01/2020 of Govt. of Assam issued by Office of The Labour Commissioner of Assam.
- (g) The contractor must accept full & exclusive liability for compliance with all obligations imposed by Employee State Insurance Act, 1948. ESI to be deposited against each worker engaged by the contractor. Contractor must submit monthly return and acknowledgement receipt of the ESI deposits along with the bill.
- (h) The contractor is required to obtain labour license under Contract Labour (R&A) Act, 1970 & PF registration number on awarding the contract.
- (i) The contractor will not engage minor labour below 18 (eighteen) years of age under any circumstances. The contractor will further comply with the provisions of the following act

and indemnify the company against all claims, which may arise out of the following Acts, & Rules framed there-under:

- The Contract Labour (Regulation and Abolition) Act,
- The Minimum Wages Act.
- The contractor has to accept full & exclusive liability for compliance with all obligations imposed by Employee State Insurance Act, 1948.
- The Workman's Compensation Act.
- The Payment of Wages Act,
- The Payment of Bonus Act,
- The Employees Provident Fund & Misc. Provisions Act,
- Inter State Migrant Workmen (Regulation of Employment & Condition of Service) Act, or any other acts or statute not hereinabove specifically mentioned having bearing over engagement of workers directly or indirectly for execution of work.

Any kind of licensing cost, statutory payment shall be in the scope of contractor, no reimbursement against the same shall be made by ABRPL.

(J) In case of violations of any law, statutory rules & regulations, the cost involvement thereof shall exclusively be borne by the contractor and ABRPL shall have no liability whatsoever on this account.

(K) In case any of the document/information(s) furnished by a bidder are found to be false/forged, such bidder will be kept in hold list apart from other penal actions as deemed fit by ABRPL.

Offer from following types of bidder will not be accepted:

- a) Who are in the Holiday / Negative list of ABRPL/NRL/ Fortum or any Government Department / Public / Private Sector companies.
- b) Who are under liquidation, court receivership or similar proceedings for committing criminal offence.

