

National Seeds Coporation Ltd.,
(A Government of India Undertaking)
Regional Office : Sheikhpura, Patna-800014
Phone No. 0612-2287744, Fax No. 0612-2282412

No: Admn-31/NSC:PTN/2010-11/

Dated: 20.08.2010

Tender Notice

Sealed Tenders are invited from registered Manpower Providing Agencies for providing following man power under 'Minimum Wages Act' on Contract basis :-

- | | | |
|----------------------------|---|--|
| 1. Technical Staff | : | Three Post (Posting in any NSC Office of Patna Region) |
| 2. Steno Grapher (English) | : | One Post (For Patna Office) |
| 3. Computer Operator | : | One Post (For Patna Office), Post may be increased more than one for other locations under Patna Region. |

The Tender on the letter head of the service provider indicating detailed position of wages quoted, registration of Agency with appropriate authority, ESI & EPF registration no., Service Tax registration no., Income tax PAN alongwith bank draft of Rs. 5000/- in favour of of National Seeds Corporation Ltd., payable at Patna is required to be submitted in the office of Regional Manager, National Seeds Corporation Limited, upto 13.00 hrs latest by 04.09.2010 in technical and financial bid system. Technical bid should contain copy of registration papers and bank draft on account of EMD and financial bid should contain the rate quoted. Both the bids should be kept in one envelop addressing to RM, NSC, Patna. The tender received upto scheduled time and date shall be opened at 15.00 hrs on same day. Tenderers or their authorized representatives may, if they so desire, be present when the tenders are opened.

Tender notice and form of tender be obtained from above office and is also available at NSC's website www.indiaseeds.com.

The NSC reserves the right to accept or reject any or all the Tenders without assigning reason whatsoever.

(R.K.Ram)
Regional Manager

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Tender

Details of manpower requirement of NSC for Technical Staff/Stenographer/Computer Operator

Sl. No.	Name of the Post	Minimum educational qualification & experience
1.	Technical Staff	B.Sc. (Agri.) Preference will be given for those B.Sc. (Agri.) Graduates having Experience in Seed Production Activities. Initially, they may be engaged for the period of six months as per requirement period of service may be expended.
2.	Stenographer (English)	Graduate with 40 words per minutes Typing & 80 words per minutes Stenography in English. Working Experience in any reputed concern. He should be having knowledge of typing on personal computer, M.S. Office.
3.	Computer Operator	12 th pass & Diploma in Computer Application. He/She must be having knowledge of M.S. Office, Internet, Data Feeding and typing on Personal Computer.

Terms :-

1. The personnel provided will not be the employee of NSC and they may not prefer any service claim with NSC.
2. NSC will not pay any other payment over and above to the approved rate by NSC.
3. Any statutory or obligatory payment will be the liability of service provider.
4. Working hours will be 10.00 hrs to 18.00 hrs on every day. Sunday will be weekly off.

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Tender Form

Sl. No.	Category	Minimum wage (as per the minimum wages act)	EPF @ --- -- Rs.	ESI @ -- ---- Rs.	Sevice Charge @ -----	Service Tax @ - ----	Total per month wages to be paid by NSC Rs.
1	2	3	4	5	6	7	8
1.	Technical Staff						
2.	Steno Grapher (English)						
3.	Computer Operator						

Other terms & Conditions, if any, should also be specified.

Encl : 1. E. Provident Fund No :
 2. ESI No :
 3. Registration No :
 4. PAN No :
 5. Service Tax No :

I/We hereby accept all the terms and conditions of the Tender as contained in annexure I of the Tender.

Signature
 Name

Seal/Stamp of the agency

Place :

ANNEXURE-I

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TERMS & CONDITIONS

1. **EARNEST MONEY** : The tenderers are required to deposit Rs. 10,000/- (Rupees ten thousand only) towards Earnest Money with the Corporation in the following manner.

By means of attaching a demand draft drawn on SBI Group of Banks or any nationalized Bank, payable to National Seeds Corporation Ltd., Patna.

Cheques will not be accepted. Successful tenderer should deposit security deposit of Rs. 50,000/- (Rupees fifty thousand only). The amount of EMD deposited can be adjusted towards Security Deposit at the time of entering into the contract. NSC shall not be liable to pay any interest on the security deposit amount and the same will be refunded only after expiry of the contract period., Provided there are no outstanding dues, on any account, against the MPA including outstanding of any statutory amount/payment arising out of this contract. In the event of service of the contractor found not satisfactory, the security money shall be forfeited. In case of un-successful tenderers, EMD will be refunded without any interest, within the reasonable time.

2. All the candidates work shall be attended on " to be billed " basis and the payment will be made by the **Regional Office after receipt of the bill in duplicate, after expiry of the month**. All such like bills are required to be get verified from the officer concerned. No part payment is allowed during the month. The bill should accompanied with the documents such as copy of EPF/ESI challans towards remittance of statutory dues with a certified list of contributors against the challan with the description of employees and employer contribution, administrative charges etc certified copy of the wages register.

3. The payment shall be made by crossed A/c payee cheque in favour of MPA (Manpower Providing Agency) on Production of bills and certificates as mentioned in the preceding para and such payments will be made on the basis of work done in the rates approved by the corporation. The personnel deployed will be the employees of the MPA and it is the sole duty of the MPA to pay their wages every month.

4. Payment to the MPA would be strictly on certification by the officer with whom he is attached that his services were satisfactory and attendance as per the bill preferred by the MPA. The MPA shall be contactable at all time and messages sent to him shall be acknowledged immediately.

5. All the formalities regarding statutory payments and contribution on account of EPF/ESI on behalf of the candidate provided by the MPA to NSC shall be the sole responsibility of the MPA and Proof of payment to EPF/ESI etc. should be submitted by the MPA, every month for verification, based on the satisfactory returns only. The action for monthly payments will be initiated for releasing the amount to the MPA every month. In case of failure, the corporation shall make such like obligatory payments being the principal employer, on behalf of MPA concerned, to the authorized concerned and all such like payments are required to be borne/reimbursed by the MPA without any dispute or deducted from the bills submitted by the MPA from time to time.

6. The tenders received from the MPA black-listed by NSC or any Other Government Department shall not be considered.

7. Original Labour out source licence, Income tax certificate and experience certificates are required to be attached with the tender, failing which tender is liable to be rejected forth-with and no further correspondence should be entertained by NSC. The tenderers shall have to indicate their PF, ESI, PAN and Service Tax number in the tender form and furnish attested copies of proof thereof.

8. In the event of any differences or dispute arising out of or in connection with the agreement entered into by the MPA, shall be referred to the jurisdiction of sole arbitrator to be nominated by the Chairman/Managing Director of the National Seeds Corporation Ltd., on application being made to him by either of the parties. There shall be no objection to such person being nominated as arbitrator being in a manner connected with either NSC or the Government of India or any other Government Undertakings. The arbitrator so appointed shall have such powers to decide and determine it as own procedure and shall make an award within such time as may be possible in the circumstances of the case.

9. The parties hereby agree that in the event of any disputes no cause of action shall arise in their favour to approach any court unless they have resorted to and exhausted the remedy of arbitrator as envisaged above.

10. The employees of NSC or members of their family or their relatives are not entitled to take part in this tender directly or indirectly. In case, suppression of facts comes to the light later on in this regard, strict action against the defaulting NSC officials as per conduct rules, will be taken.

11. The MPA personnel deployed by him shall not claim any benefit/compensation/absorption/regularization of services with NSC under provisions of the Industrial Dispute Act, 1947 or Contract Labour (Regulation & Abolition) Act 1970. The persons deployed shall not claim any Master & Servant relationship against NSC. Undertaking from the person to this effect will be required to be submitted by the MPA to NSC.

12. The MPA shall ensure deployment of suitable people from proper background after enquiry, through local Police, collecting proof of identity like driving licence, bank account details, previous work experience, proof of residence and recent pass-port size photograph and to withdraw such persons who are not found suitable by the NSC for any reasons immediately on receipt of such a request.

13. The tender should be submitted only after going through all the above conditions and in case the tender is accepted, the MPA shall execute an agreement on the prescribed proforma.

14. Regional Manager reserves the right to accept or reject any or all the tenders without assigning any reasons what-so-ever.

(R.K.Ram)
Regional Manager