

F.No. VIII-29/2019-NZP
Government of India
National Zoological Park
Mathura Road, New Delhi-3

Price Rs. 2000/- (Non-refundable)Tender No.VIII-29/2019-NZP

Notice Inviting E-Tender

1. TENDER DESCRIPTION

Sub: To provide workers at the National Zoological Park(NZP), New Delhi

CONTRACT TO PROVIDE WORKERS
AT
THE NATIONAL ZOOLOGICAL PARK, NEW DELHI-110003

BID DOCUMENT

Sl. No.	Items	Page
1	Schedule for Finalization of Bids/Allotment.	02
2	Description and Scope of Works	02
3	Eligibility Criteria	03
4	Terms and conditions of the contract	03-08
5	Submission of Bids	08-11
	Annexures	
6	Technical Bid-I	12-16
7	Financial Bid-II	17-18
8	Affidavit-III	19-20
9	Check List-IV	21
10	Form of Agreement-V	22
11	Instructions for Online Bid Submission:	23-24

Telephone No.: 24358500

FAX: 24352408

E-mail nzpnewdelhi@gmail.com

Website <https://moefcc.euniwizard.com;www.moef.gov.in>

F.No.VIII-29/2019-NZP
Government of India
National Zoological Park
Mathura Road, New Delhi – 110003

1. SCHEDULE FOR FINALISATION OF BIDS / ALLOTMENT

1. E-Tender of tender Document (Start Day)	21.02.2019
2. E-Tender of Document (Last Day) (at the office of the Director, National Zoological Park, New Delhi)	20.03.2019 at 11.00 a.m.
3. Receipt of bids (Last Day)	20.03.2019 upto 12.00 p.m.
4. Opening of Technical Bid	20.03.2019 at 12.30 p.m.
5. Declaration of result of technical Evaluation and opening of financial bid	20.03.2019 at 3.30 p.m.
6. Finalization of allotment/ Issue of allotment letter	22 .03.2019
7. Completion of formalities and handing over of the site	29.03.2019
8. Validity of tender	100 days from 20.03.2019

2. DESCRIPTION AND SCOPE OF WORK

The contractor will provide workers as per the demand raised by the National Zoological Park who will work in various sections of the National Zoological Park under the supervision of section supervisors and perform various jobs as directed by section supervisors.

3. ELIGIBILITY CRITERIA

1. The firm/agency should be registered with Central/State Govt.
2. The firm/agency should have a minimum annual turnover of Rs. 50 lakhs in the last 3 years.
3. The firm/agency should have a minimum three years of experience providing similar service to Govt./ PSU
4. The firm/agency should be registered for payment of GST
5. The firm/agency should be registered for payment of Income Tax
6. The firm/agency should have valid registration with EPF and ESI
7. The firm/agency should have proven good track record of providing service of similar nature in Govt. / PSU (Good conduct certificate from Govt./PSU as proof where the service is being provided, and an affidavit stating that no court criminal case is pending against firm/any of the Directors of the company and has never been blacklisted or debarred by any Govt. organization or public sector undertaking)
8. The firm/agency should have their office located in Delhi/NCR Region.

4. TERMS AND CONDITIONS

EXECUTION OF WORKS

1. The contractor will provide workers who will provide service as per the works and job description laid out under the supervision of the concerned section supervisor of the National Zoological Park.
2. The contractor shall be responsible to the Head of the National Zoological Park viz. Director or any officer nominated by him for the execution of day to day work of the Park.

PERSONNEL

3. The contractor will provide minimum 75 workers as manpower to undertake the works as per the jobs described under the heading Works and Job Description.

4. As per requirement the number of workers may increase or decrease.
5. The contractor shall employ workers for the purpose of providing services in the National Zoological Park and they should be in good health condition.
6. The workers employed by the contractor shall be of good character and sound health.
7. Roster of duty of workers for the work must be submitted to the Supervisor well in advance.
8. The workers will be provided from 9.00 a.m. to 6.00 p.m. and they shall be deployed daily throughout the year from 01.04.2019 to 31.03.2020 in the National Zoological Park.

UNIFORM AND PHOTO I.D. CARD

9. The contractor has to provide laminated photo I.D. Card, uniforms of approved Colour for winter and summer and gumboots to his employees while on duty within the premises at the cost of the contractor. The workmen shall always be in uniform without which entry will not be permitted into the park.

SECURITY

10. No employee of the firm/agency / contractor shall stay in the NZP beyond prescribed duty hours. All the staff of the firm/agency will go through the check by security at various entry/exits of NZP.
11. The workers and supervisor should not have any kind of criminal record and police case against them. It will be responsibility of the contractor to deploy the workers only after getting their antecedents verified by the police.
12. The contractor and his employees shall follow the security instruction/orders issued by the Director National Zoological Park from time to time

SUPERVISION OF WORKS

13. The firm/agency must engage at least one **supervisor on full time basis** at the cost of the contractor who shall always be present in the zoo premises during the duty hours to monitor the performance of the works of all personnel deputed for the work in the National Zoological Park by the firm/agency. The supervisor shall liaise with the Section Supervisor of the works of the National Zoological Park for the satisfactory performance of the works.
14. Contractor should provide mobile phone set to his supervisor who will be in touch with concern section in-charge
15. A daily list (attendance) of workers on duty should be provided to the various supervisors.

LOSS TO NZP

16. In the event of any loss to the NZP on account of negligence of contractor's employees, the contractor shall make the good loss sustained by the NZP either by the replacement or on payment of adequate compensation.
17. The contractor shall be personally responsible for any loss caused to National Zoological Park on account of theft, vandalism, damages etc. due to various acts of commission or omission by his workers. The entire amount of loss as the case may be recovered at the discretion of Director National Zoological Park, from the bill of contractor.

LOSS TO THE CONTRACTOR

18. The NZP shall not be responsible for any compensation which may be required to be paid to the workers of the contractor consequent upon any injury/mishap. In such case responsibility of treatment to injured worker will be with the contractor.

RIGHTS OF NZP

19. The Director National Zoological Park reserves the right to recover any dues outstanding against the firm/agency (which could not be possible through normal bill) as arrear of land revenue.

RESPONSIBILITIES OF THE CONTRACTOR

20. The contractor has to pay the wages etc. to the personnel engaged by him as per the Minimum Wages Act before the 7th day of every month. The payment of wages to the workers will be made directly into the account of workers through account payee cheques /ECS. No payment will be made in cash. Photocopy of cheques / ECS statement as the case may be will be submitted along with the bills for payment.

The contractor shall bear EPF, ESI and other liabilities and the National Zoological Park shall not accept any responsibility for the personnel engaged by the agencies for any matter. Any dispute between the firm/agency and his / her personnel shall be settled at Labour Office. The National Zoological Park shall have no concern whatsoever in the matter. Any risk involved in performing the duty by the workers, would be sole concern of the firm/ agency.

21. The contractor will be responsible for payment of Wages, ESI & Provident Fund etc. to the employees engaged by the contractor. The contractor has to submit proof of ESI & EPF in respect of each worker by name every month. The payment to the contractor will be made on submission of such proof. The National Zoological Park will be free to enquire about money deposited towards ESI & Provident Fund from the respective offices of regulatory agencies if required.

22. The deducted PF record of each worker is to be submitted in the National Zoological Park alongwith Bill and Attendance. The National Zoological Park shall not be responsible for timely payment of Wages, ESI, & Provident Fund etc. to the workers engaged by the contractor. The contractor has to submit proof of ESI & PF in respect of each worker by name. The National Zoological Park may depute a suitable official at the time of salary disbursement to ensure fairpayment to the workers.
23. The contractor shall be responsible for the conduct and behaviour of its employees/workers.
24. In case of any incidents / quarrel / complaints / thefts in the National Zoological Park, then all types of FIR with the police, court cases on this account has to be dealt with by the firm/agency immediately under intimation to supervisor of National Zoological Park.

HEALTH CHECKUP OF WORKERS

25. It will be responsibility of the contractor to get health check up of all the workers for zoonotic diseases every six months at the cost of the contractor. The treatment/prophylactic vaccination as the case may be will be done at the cost of the contractor.

PERFORMANCE SECURITY

26. The successful bidder has to submit a security deposit of **Rs.15,00,000/- (Rupeesfifteen lakhs only)** in the form of Fixed Deposit in the Nationalized Bank in the favour of Director, National Zoological Park as performance security. The security deposit would be returned after successful completion of the tender period. In case of any breach of conditions or violation of terms and conditions or unsatisfactory performance, the security deposit would be forfeited to the Government. The decision of the Director, National Zoological Park would be final and binding on the matter. Further, in the event of failure to accept the offer letter and failure to submit prescribed security money and agreement within the stipulated period the EMD shall be forfeited to the Government without further correspondence.

EXECUTION OF AGREEMENT

27. The successful bidder shall have to execute an agreement in the form of Non-Judicial Stamp Paper of Rs.100/- as per proforma to be furnished by National Zoological Park immediately after acceptance of tender. The cost of stamp paper shall be borne by the contractor only. After signing the agreement the work order will be issued.

TDS

28. The National Zoological Park will recover T.D.S. of the monthly payment to the contractor as per rules.

PERIOD OF CONTRACT

29. The period of contract will initially be for one financial year w.e.f. 01.04.2019 to 31.03.2020.

RENEWAL OF CONTRACT

30. On successful completion of one year of the contract, the contract may be renewed further for years on year to year basis subject to satisfactory performance of the contractor and his willingness to provide the workers on the same rate at the discretion of the Director, National Zoological Park.
31. The contractor will inform 90 days in advance before the completion of the contract every year of his intention to renew the contract to the Director, National Zoological Park in writing. If he fails to do so it will be presumed that he is not interested in extending the contract and the National Zoological Park will be free to initiate the process of engagement of the new contract to provide the workers.
32. A fresh agreement will be signed at the renewal of the contract every year.

PENALTY FOR UNDERPERFORMANCE

33. If it is found that due to any reason (whatsoever it may be) on any day that less than the required number of workers have been provided in the National Zoological Park, the Director, National Zoological Park may get the work done by any other firm/agency/means at the cost of the contractor and the entire amount spent on this account shall be recovered from the contractor. And in addition a penalty shall also be imposed on the contractor for this deficiency in service and violation of the tender terms and conditions @ 1% of the monthly contract value per day. The work being of sensitive and most vital in nature it cannot be overlooked. Non supply of even one worker for duty shall be viewed very seriously and the penalty referred to above shall be imposed.

TERMINATION OF CONTRACT

34. The Director, National Zoological Park can terminate the contract at any time after serving two weeks' notice to the contractor on account of violation of any term and condition or if during the period of the contract the performance is not found satisfactory. The decision of the Director, National Zoological Park shall be final and binding on the service provider in this regard.
35. Failure by the service provider to comply with any statutory requirements during the period of contracts shall result in termination of the contract and subsequent disqualification for participation in any future tender in the National Zoological Park.
36. The contractor will not be allowed to leave the contract before one year failing which the performance security will be forfeited.

SETTLEMENT OF DISPUTES

37. In the matter of dispute arising between the National Zoological Park and the contractor regarding terms and conditions and execution thereof the matter shall be referred to an Arbitrator as per the provisions under the Arbitration and Conciliation Act, 1996.

SUBMISSION OF BILLS

38. Bill shall be submitted each month (in Triplicate) to the office of the Director, NZP which will be verified by the section supervisor of the works who will in turn forward the same along with the certificate of the satisfactory performance of the works in support of having copy of performed the job. The bill should be supported by the accepted EPF Challan and ESI payment certificate of previous month showing details of payment of PF and ESI without which no payment will be released

39. The contractor has to submit the bill to the office by 5th of every month along with labour-wise proof of ESI, EPF contribution and photocopy of account payee cheques / ECS statement as the case may be as proof of payment of wages to the workers in their accounts.

PAYMENT OF BILLS

40. The payment will be made upto 25th of every month for the period pertaining to previous month. In other words, the payment for October shall be made upto 25th of November. However, it is possible that sometime for want of funds, if the bill is not be passed in time no interest / compensation shall be allowed.

41. The contractor shall maintain a proper attendance record of its employees engaged for the purpose. The same shall be produced at the time of release of salary. No wages will be paid for short attendance.

5. SUBMISSION OF THE BID

1. The tender form can be purchased from the office of the Director, National Zoological Park during the office hours within the stipulated date and time as mentioned in the tender notice.
2. The tender forms can also be downloaded from the website <https://moefcc.euniwizard.com> <http://www.moef.gov.in> containing all terms and conditions.
3. The application forms downloaded from the website should be accompanied by a Bank Draft of Rs. 2000/- payable to the Director, National Zoological Park, New Delhi without which the tender would be rejected summarily.

4. Before submitting the tender the bidders are advised to read the tender document carefully apprise themselves thoroughly of the scope of works, jobs, terms and conditions and other requirements.
5. The bidders are advised to approach the office of Director, NZP to clear doubts about the tender, if any.
6. This tender is based upon two bid system: The Technical Bid and the Financial Bid. The tender form duly filled in including technical bid (Annexure-I) and financial bid (Annexure-II) should be submit online as “Technical Bid” and the “Financial Bid”.
7. All the entries in the Technical Bid form (Annexure I) and Financial Bid (Annexure II) should be made clearly.
8. Financial bid of only those bidders will be considered who will be found technically qualified by the committee.
9. All the supporting enclosures to be provided as part of technical bid should be self - attested by the bidder or the person authorized by him on his behalf.
10. The offers, in the prescribed format, shall be submitted online at <https://moefcc.euniwizard.com> as per the tender document. No tender will be accepted in fax, e-mail or any other such means. The intending, bidders must be registered with e-Procurement <https://moefcc.euniwizard.com> the tender document is also available on website: <https://moefcc.euniwizard.com>
11. All the pages of the tender document from page no.1 to 22 should be signed and stamped by the contractor.

EMD

13. The tender should be accompanied by an Earnest Money Deposit of Rs. 1,00,000/- (Rupees one lakh only) in the form of Bank Draft/ Pay Order payable to the Director, National Zoological Park, New Delhi.
14. The tender received without EMD will be rejected summarily.
15. The EMD is returnable to the bidders after award of the contract.

QUOTATION OF RATES

16. The contractor will be paid daily wages to be paid to the workers as per the minimum daily wage rate of the Delhi Government on monthly basis. This daily wage payment will be revised as and when the daily wages rates of the Delhi Government are revised.

17. In addition to the wages the contractor will also be paid as per the rate quoted by him **in percentage** over and above the current monthly wages to cover the cost of all statutory contribution such as EPF, ESI, including employer share thereof, bonus, contractors profit etc. GST shall be paid extra as per applicability. **No additional payment other than wages and the quoted rate by the contractor will be made to the contractor.**

18. This rate quoted should be in **percentage over and above the current daily wagherate** of the Delhi Government on monthly basis. The rate quoted in percentage **over and above the monthly wages** will be to cover the cost of all statutory contribution such as EPF, ESI, including employer share thereof, bonus contractors profit etc. GST shall be paid extra as per applicability. No additional payment other than wages and the amount as per the quoted rate by the contractor will be made to the contractor. **Rate not quoted in percentage will be rejected summarily.**

REVISION OF RATES

19. The payment to the worker and subsequently the amount payable to the contractor will also be revised as and when the Delhi Govt. labour wage rates are revised. However, the percentage rate quoted by the contractor over and above the Delhi Govt. labour wage rate will remain the same.

20. The hard copy of e-tender must be submitted to the office of the Director, National Zoological Park, Mathura Road, New Delhi - 110 003 latest by 12.00 hrs. of 20.03.2019 (positively).

21. The Director, National Zoological Park reserves the right to reject any bid without assigning any reason.

22. Conditional bid will not be accepted.

23. Before submitting the e-tender, the tenderer is advised to study all the pages of tender.

24. The tender form should be filled in by the bidder neatly and accurately. Any alteration, erasing or overwriting may render the tender invalid unless such alteration, erasing or overwriting is neatly carried out or duly attested by the authorised signatory.

CHECK LIST

25. There is a check list provided as (Annexure IV). Before submitting the tender the bidder should verify all the entries in the check list and tick the appropriate boxes marked in the check list before the respective entries.

26. Tender application without complete documents / information shall not be considered and will be rejected summarily. If at any time during the period of contract, it comes to the notice of the Director, National Zoological Park that the contractor has misled

the Director, National Zoological Park by way of giving incorrect /false information, which has been material in the award of contract, the contract shall be liable for termination besides other legal action which may be initiated against the contractor under the relevant laws.

PROCEDURE FOR SELECTION OF CONTRACTOR

27. The selection of the contractor will depend upon the evaluation of technical bid. The NZP is not bound to select the lowest bidder. The committee of NZP constituted to finalise the contract may visit the site where the services are already been provided by the contractor.

AWARD OF CONTRACT AND TIME LIMIT TO ACCEPT THE OFFER

28. The successful bidder will be made an offer to provide the workers at the National Zoological Park. The time limit to accept the offer will be 10 days.
29. In the event of contractor failing to provide the acceptance letter alongwith the performance security within 15 days of the receipt of the offer then it will be presumed that he is not interested in the contract and the EMD deposited by him will be forfeited without any further notice.

Director
National Zoological Park

APPLICATION FORM-T (TECHINCAL BID)

**CONTRACT TO
PROVIDE WORKERS**

AT

THE NATIONAL ZOOLOGICAL PARK, NEW DELHI-110003

(TO BE FILLED IN BY THE APPLICANT)

1. Name of the Firm/Agency :
2. Name of the representative
authorized by the company/
agency to sign the tender :
3. Applicant's Legal Status, Please specify:
(Private /Public Limited Company/ Partnership firm/Sole Proprietor Firm/ any others) :
.....
4. Registration Details of the Firm/Agency :
 - 4.1 Number :
 - 4.2 Where registered :
5. Address of the Firm/Agency :
:
:
:
6. Telephone No. :
- 6.1 (Office) :
- 6.2 (Residence) :
- 6.3 ISD/STD code :
- 6.4 Website if any :
- 6.5 Mobile :
- 6.6 e-mail :

7. GST Registration No. :
8. PAN No. (attach photocopy) :
9. Designation & address of:
the Income tax Authority
by whom the entity is
assessed.
10. EPF Regn. No. in EPF :
Commissioner Office
11. ESI Regn. No. :
12. Earnest Money(EMD) : Amount.....
: Bank Draft No.....
: dated.....
: Name of the Bank
13. Details of Application fee of Rs2000/-in case tender form is downloaded from the website
: Amount.....
: Bank Draft No.....
: dated.....
: Name of the Bank
14. Date of establishment of the applicant's
Business in similar business (attach proof)
15. Bankers Details:.....
(i) Name :.....
(ii) Branch :.....
(iii) A/c No.....

16. Annual turnover from similar business operation in the last three years:

Financial Year	Turnover (in Lakhs) from similar business operations (as per audited financial statement)
2015-16	
2016-17	
2017-18	

17. Experience details of Government Offices / Public Sector Undertaking, where services have been/are being provided:

S.No.	Name of Organization	From	To	Period
1				
2				
3				
4				

18. Details of office which has provided the Good Conduct Certificate where the services are being currently provided:

- i. Name of the officer : _____
- ii. Designation : _____
- iii. Telephone No.: _____
- iv. E. mail : _____
- v. Address of the office: _____

19. Enclosures (to be provided as self attested documents) :

- i) Demand Draft of Rs. 2000/- only if the form is downloaded from the website.
- ii) Demand Draft/Pay Order of Rs. 1,00,000/- as EMD
- iii) As identity proof of person signing the tender document - Self attested photocopy of Pass Port/ Driving Licence/ Voter Identity card etc.
- iv) As address proof of person signing the tender document- Self attested Photocopy of Pass Port / Electric Bill / Telephone Bill / Ration Card etc.
- v) Self attested copy of registration of the company / agency.

- vi) Self attested copy of proof of annual turnover for the last three years i.e. 2015-16, 2016-17, 2017-18
 - vii) Self attested copy of proof of experience of the company / agency
 - viii) Self attested copy of registration for payment of GST
 - ix) Self attested copy of PAN Card for payment of income tax
 - x) Self attested copy of EPF registration.
 - xi) Self attested copy of ESI registration
 - xii) Certified copy of authorization if documents are signed by the authorized signatory.
 - xiii) Income tax return of the last three years.
 - xiv) Certificate of good conduct of any Govt. agency where the services are being currently provided
20. In case of branch office the authorisation letter from the Head Office.
21. Details of Business associates/Sister concern/Affiliates, subsidiaries etc.
If any (attach proof)
22. Experience in the field of similar business operation.
(i) Photographic & documentary proof to substantiate the experience
(ii) Proof to show current engagement in similar business operations
23. Affidavit as per Annexure – V

I/we, hereby, declare that:-

I/We have read and understood & agree to the Bid Documents, including Terms & Conditions forming integral part of the license agreement, etc.

I/we have read and understood the terms and conditions governing the grant and operation of license: and

I/We agree and undertake to be bound by the Bid Documents, and other Terms & Conditions forming integral part of the license agreement.

That I/We understand that in case of any of the above information/documents (as given by us) is found to be incorrect, National Zoological Park may reject the application, cancel the agreement or revoke the license at any time, without giving any notice and in such a situation, I/We will not be entitled for refund of any part of licence fee, security and other deposit.

I/we hereby also declare that:-

The bid has been submitted after site inspection of the National Zoological Park and the same are to be allotted on, as is where is" basis.

That the undersigned has been authorized by the firm/company to sign these bid documents.

The address given below is the postal/communication address in which all the messages/documents may be addressed/sent to us.

Place:

Signature :

Date:

Name:.....

(Authorised Signatory)

Designation :

(Capacity in which signed)

Full Address :

Company Seal :

Signature of bidder

Dated : _____

APPLICATION FORM-F (FINAICAL BID)

**CONTRACT TO
PROVIDE WORKERS**

**AT
THE NATIONAL ZOOLOGICAL PARK, NEW DELHI-110003**

(TO BE FILLED IN BY THE APPLICANT)

To

The Director
National Zoological Park
Mathura Road , New Delhi - 110003

Sub: Tender to provide workers at the National Zoological Park, New Delhi

Dear Sir,

I/We hereby submit tender for award of workers at the National Zoological Park, New Delhi on each and every day for a period of one year w.e.f 1stApril,2019 to 31st March, 2020.

I/We also undertake to provide workers as required by the National Zoological Park during the entire period of contract. **Payment to these workers will be made onlythrough A/C payee cheques/ECS only.**

I/We also undertake to provide at least one full time supervisor **at my / our owncost** who shall always be present in the zoo premises during the duty hours to monitor theperformance of the works of all personnel deputed for the work in the National Zoological Park.

I/We quote our maximum rate on percentage basis over and above the Delhi Government approved daily wages rates inclusive of all statutory contributions such as EPF, ESI, including employer share, bonus etc. _____ to be paid by me/us as _____(% rate in figure) _____(% rate in words) for the period from 01.04.2019 to 31.03.2020 PER MONTH. GST shall be paid extra as applicable by the NZP.

1. We understand that no additional payment other than wages and the amount as per the quoted rate will be made.

I/we hereby declare, understand and accept that:-

The submission of the offer does not guarantee grant of contract and that Director, NZP has the right to cancel or reject the bids at any time.

We shall deposit within **10 days** from the date of offer Rs. 15,00,000.00 (Rupees fifteen lakh only) from Nationalized Bank as Security Deposit for the due and faithful performance in the form of Fixed Deposit in any Nationalized Bank /Post Office Saving Bank (Security Deposit Account) Pass Book pledging the amount in favour of Director, National Zoological Park, New Delhi.

That the terms of the contract shall be from 01.04.2019 to 31.03.2020 in the first year which can further be extended subsequent financial years on year to year basis on the same rate quoted by us every year at the discretion of the Director, National Zoological Park, New Delhi.

Security deposit will be at the disposal of Director, NZP to make good any loss/damages/outstanding dues and for performance of other Terms & Conditions of license.

I/We understand that the quoted contract fee is inclusive of all statutory contributions such as EPF/ESI etc. including employers share thereof and all applicable taxes etc.

The postal address given here-below is the postal/communication address to which all the messages/documents any be addressed/sent to us.

Thanking you,

Yours faithfully,

Place:

Signature:

Date:

Name:

Designation:

(Capacity in which signed)

Full Address:

Company Seal:

Email ID:

I/We have thoroughly read & understood the terms and conditions of the tender and accept the same.

Yours faithfully,

Signature of bidder

or authorized signatory: _____

Name of bidder: _____

Address: _____

Telephone No. _____

**ON NON JUDICIAL STAMP PAPER OF RS.100/-
AFFIDAVIT**

I, _____, son/daughter/wife of _____ resident of _____
_____ Director/Partner/Proprietor of M/s.
_____ having its registered office at
_____ do hereby solemnly declare and
affirm as under:-

1. That I/firm/company have/has the requisite licenses and approvals to provide workers at the National Zoological Park, New Delhi
2. That there has been no case/litigation whatsoever against me/firm/company or any other legal entity in which I/we have controlling share any law which restricts me/firm/company from providing workers at the National Zoological Park, New Delhi or to enter into the contract Agreement.
3. That I/firm/company am/is financially sound to enter into such an agreement.
4. That I/firm/company or any other legal entity in which I/we have controlling share has/have never been barred from providing services of similar nature anywhere in India by any agency/Govt. Department.
5. That I/we understand and agree that the contract period/term of license to provide workers at the National Zoological Park, New Delhi for which I am/we are submitting our bids to provide workers at the National Zoological Park, New Delhi for the year 2019-20 only as per the Bid Notice/Bid Documents and the period of license will not be extended other than mutual agreement for further subsequent financial years on year to year basis on the same rate every year and not under any circumstances or on ground of any dispute
6. That I/we undertake and agree that we shall not resort to any unauthorized use of the premises and shall confine the permitted activities within the specified area. I/we also understand and agree that for any violation of these conditions, the contract agreement will result in summary cancellation/termination of contract agreement.
7. That I/we undertake and agree that the Director, NZP will have the sole right to revoke/cancel the contract agreement on violation of any terms & conditions of the bid document and/or Agreement.

8. That I/we agree and understand that I/we will have no authority to access the premises after the expiry/termination/revocation/cancellation of the contract Agreement.
9. That I/we undertake to pay the amounts as demanded by Director, NZP towards damage if caused to the NZP premises during the tenure of Agreement on vacation. The amount towards damages shall be paid within seven days from the date of Demand Note/Invoice.
10. That I/we have not been debarred from participating in the bidding process by any Govt. agency/PSU etc.
11. That I/we declare that no criminal case is pending against me/us in any court of law in the country.
12. That I/we have read all the terms & conditions forming part of the bid document and agree to abide by them in entirety.

DEPONENT

VERIFICATION

Verified at Delhi on this _____ day of _____ that the contents of the above Affidavit are true and correct to my/our knowledge and no part is false and incorrect.

DEPONENT

CHECK LIST**ENCLOSURES**

Please tick () appropriate answer against yes / no

Have you enclosed?

1. Earnest Money of Rs. 1,00,000/- in the form of Demand Draft/Banker's cheque/Pay order in favour of "Director, National Zoological Park, New Delhi" from a schedule commercial bank.

: Yes/No

2. In case the application form has been downloaded, a separate Demand Draft/Banker cheque/Pay Order of Rs. 2,000/- towards application fee in favour of Director, National Zoological Park, New Delhi.

: Yes/No

3. **Have you enclosed all the required self-attested documents as per the list of enclosures provided in the technical bid (annexure I)**

: Yes/No

4. OTHERS

- i) Have you signed and stamped all the pages of the tender documents and enclosures. : Yes/No
- ii) Have you mentioned the rates in figures as well as in words : Yes/No
- iii) Have you signed corrections/ over writings. : Yes/No
- iv) Have you read and agreed with all terms and conditions stipulated in the tender document. : Yes/No
- v) Have you numbered all the documents attached as enclosures by making first enclosure as page no. 1 and so on. : Yes/No

Place:

Signature:

Date:

Name:

Designation:

Full Address:

Company Seal:

Email ID:

**ON NON JUDICIAL STAMP PAPER OF RS.100/-
A G R E E M E N T**

ARTICLES OF THE AGREEMENT made on this _____ day of _____ 2019 between Director, National Zoological Park Mathura Road, New Delhi-110 003 (hereinafter referred to as **NZP** which expression shall include his/their executors, administrators and assigns) of one part and M/s _____ (hereinafter referred to as the **Contractor**, which expression shall include his/their, executors, administrators and assigns) of the other part and whereas the NZP had issued Notice Inviting Tender vide No. dated -----against which the Contractor has submitted his tender vide No. _____ dated _____ and the NZP had issued Letter of Intent/Letter of Award vide No. _____ dated _____ to the Contractor, which has been accepted by the Contractor.

NOW IT IS HEREBY AGREED as follows :-

That the Notice Inviting Tender (NIT), terms and conditions, complete tender document with annexures, and Letter of Intent / Letter of Award including the following shall be deemed to form an integral part of this Agreement.

- (a) Invitation to Tender alongwith full Bid Document with all annexures
- (b) Scope of work
- (c) Terms and condition of the contract
- (d) Instructions to Bidders
- (e) Any other documents forming part of the contract

In witness thereof, the parties put their hand this _____ day of _____ 2019 in the presence of :-

For and on behalf of the Contactor

For and on behalf of the
President of India

Signature of the authorized official
Name of the official _____
Stamp/Seal

Signature of the authorized Officer
Name of the Officer
Stamp / Seal

Two witness on behalf of Contractor
(signatures with full name & address)

Two witness on behalf of NZP
(signatures with full name and address)

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the e-tender Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-tender Portal.

More information useful for submitting online bids on the e-Procurement Portal may be obtained at: <https://moefcc.euniwizard.com>

REGISTRATION

1. Bidders are required to enroll on the e-Procurement Portal (URL: <https://moefcc.euniwizard.com>) with clicking on the link "Online bidder Registration" on the e-tender Portal by paying the Registration fee of Rs. 2360/- per year charge.
2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC"s to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
7. The scanned copies of all original documents should be uploaded on portal.
8. For any Query contact to our helpdesk Number 011-49606060, Email: ewizardhelpdesk@gmail.com Mr. Birendra ,9205898228, Mr. Varun - 9205898229

SEARCHING FOR TENDER DOCUMENTS

There are various search options built in the e-Procurement Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Item/work id, Title, Date, etc.

Once the bidders had selected the tenders in which they are interested, bidder can pay the processing fee Rs.3000/- + 18% GST (NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee, tenders will be moved to the respective "Register" Tab. This would enable the e e-Procurement Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tender document.