

भारत सरकार  
अन्तरिक्ष विभाग  
सतीश धवन अन्तरिक्ष केन्द्र  
शार  
श्रीहरिकोटा रेंज डा.घ.524 124,  
नेल्लूर जिल्ला, आं.प्र., भारत  
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Government of India  
Department of Space  
**Satish Dhawan Space Centre**  
**SHAR**  
Sriharikota Range P.O. 524 121,  
Nellore Dist., A.P., India  
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**TENDER NOTICE NO. SDSC SHAR/Sr.HPS/PT/SPP/SCF/07/2019-2020**

On behalf of President of India, Sr. Head Purchase and Stores, SDSC SHAR, SRIHARIKOTA invites **on line quotations** for the following.

SI No	Ref. No.	Description	Qty.
01	SHAR SC 2019 0 1179501 e-procurement [Two Part basis]	Medical Attendants (10 Nos.) for SHAR Hospital	1 Lot

Last Date for downloading of tender documents : 11.11.2019 at 12:00 hrs.  
Due Date for submission of bids online : 11.11.2019 at 12:00 hrs.  
Due Date for Bid Sealing on : 11.11.2019 at 12:01 hrs. to 11.11.2019 at 17:00 hrs.  
Due Date for Open Authorization : 11.11.2019 at 17:01 hrs. to 13.11.2019 at 17:00 hrs.  
Due Date for opening of tenders : 15.11.2019 at 14:30 hrs.

**Instructions to Tenderers:**

**No tender fee and EMD shall be applicable for tenders submitted through EGPS**

01. For full details/scope of work and terms and conditions etc., please see the enclosed annexure.
02. Interested tenderers can download the e-tender from ISRO e-procurement website <https://eprocure.isro.gov.in> and submit the offer on line in the e-procurement portal. Offers sent physically by post/courier/in person will not be considered.
03. Tender documents are also available on ISRO website [www.isro.gov.in](http://www.isro.gov.in) ISRO e-procurement website <https://eprocure.isro.gov.in> and SDSC SHAR, Sriharikota website [www.shar.gov.in](http://www.shar.gov.in). The same can be down loaded and offer submitted on line in the e-procurement portal.
04. Quotations received after the due date/time will not be considered.
05. The tender documents are available for download upto **11.11.2019 at 1200 hrs. and last date for submission of tenders on line 11.11.2019 at 1200 hrs. and Tender Opening on 15.11.2019 at 14:30 hrs.**
06. Sr. Head, Purchase and Stores, SDSC-SHAR, Sriharikota reserves the right to accept or reject any/or all the quotations.

DT: 17.10.2019

  
Sr. HEAD, PURCHASE AND STORES

## **SPECIFICATIONS**

### **Qualification & Experience:**

1. Pass in 12th from the vocational stream of MPHWS with one-year experience from a reputed hospital / nursing home as Medical Apprentice or Nurse Attendant.

**OR**

2. Pass in 10th standard with 3 years' experience from a reputed hospital or nursing home as Medical Attendant/ Nurse Attendant/ Physician Attendant.

### **Scope of work:**

1. Will be engaged to work as medical attendant in SDSC SHAR Hospital.
2. Work pattern of 6 days in a week with one day off.
3. To attend to duties either in general shift or shift duty round the clock.
4. To attend to duties in various areas of the centre when need arises like mixing/casting in SPP/SROB, launch related activities.
5. To accompany patients to tertiary care centre in Nellore / Chennai / Tirupathi.
6. To attend to any work assigned by controlling officer or Chief Medical Officer.

### **TERMS & CONDITIONS:**

1. He / She will be engaged to execute the work of Anesthesia / Theatre / Cardiology/ Laboratory Technician / Dietician / Dresser in SHAR Hospital, SDSC SHAR (as per the scope of work given in the above para).
2. He / She has to work for 6 days in a week with one day off.
3. Payment will be made for 8 hours per day. the payment of extra working hours also will be at the same rates as per normal working hours and will be on pro-rata basis.
4. He / She has to work on all working days during the working hours of SDSC SHAR. However, he must be prepared to work during late hours or on holidays whenever called for emergency services/ general shift/shift duties for 8 hours per day).
5. The contractor shall pay strictly in accordance with statutory rules on monthly basis to the personnel deployed by him. All statutory requirements including minimum wages and any law applicable for the services under this contract shall be complied with by the contractor to the entire satisfaction of the respective law authorities and SDSC SHAR in no way will be responsible in this regard. The contractor shall ensure

the payment for personnel deployed by him should be on par for the similar services at government organizations. Any liability/ compensation and disputes arising out of employment by the contractor under any act/statutory provisions shall rests with the contractor only. The contractor should be amenable to strict discipline.

6. The payment of wages to the work force shall be made by means of cheque on or before 7th of every month based on the bill duly certified by Chief Medical Officer after satisfactory completion of the assigned work. The documentary proof of payment of wages to the personnel deployed shall be invariably be furnished by the contractor and should maintain a register to this effect. The payment of wages to the work force through bank transfer is only acceptable. Accordingly proof of transfer to bank may be submitted in support of transfer.
7. He / She should be amenable to strict discipline
8. If he / she desire to discontinue the assignment at any time during the period of engagement for 2 years, he must inform the same to Chief Medical Officer at least one month in advance.
9. His / Her performance will be monitored constantly by Chief Medical Officer and Head, Medical and if it is found not satisfactory, the engagement will be terminated without notice and any obligation/liability on the part of SDSC SHAR.
10. DOS/ISRO/SDSC SHAR will not provide any Medical facility/benefits to him/her.
11. He / She has to take due care and caution in completing the assigned work and SDSC SHAR will not be responsible for any injury/loss etc. to him/her at work at site.
12. In the event of any damage to government property due to negligence on his/her part the responsibility thereon shall solely rest with them and liable for recovery of such dues on the losses as per the decision of Chief Medical Officer.
13. The period of engagement will be for a period of 2 (two) years and likely to be extended for a further period of one year with the same terms & conditions and salary as per the applicable wage rules of that time.
14. The personnel engaged on the work shall not have any claim or preference whatsoever for any employment in SDSC SHAR or any other centre/units of ISRO on account of this engagement either during or after completion of contract.
15. The SDSC SHAR reserves right to cancel the engagement at any time without assigning any reason during the period of contract for non-fulfilment of the terms & conditions of the contract.

16. The decision of the Controller SDSC SHAR is final and binding in case of any dispute arising out of this contract.
17. The security regulations of the centre should be faithfully observed by them. Any loss or damage incurred by department on account of failure of any nature to follow such regulations will be to their account.
18. Bio-data of the candidate with a passport size photograph should be submitted.
19. On selection, the candidate is required to produce a clearance certificate from local police, prior to join the duty.
20. Accommodation will be provided on payment basis subject to availability.
21. SDSC SHAR will verify the candidates who are supposed to be placed in SHAR Hospital to ascertain their competency.
22. Party should ensure all statutory norms and payments to the workforce deployed by them.
23. Contractor shall quote for each manday service charges and service tax in the price bid form attached.
24. Documentary evidence for EPF and ESI remittance should be submitted to reimburse your claim.
25. Security Deposit: On placement of order security deposit @ 10 % of order value shall be remitted within 10days after placement of order in the form of Bank Guarantee / fixed deposit receipt from any scheduled bank executed on non-judicial stamp paper of appropriate value and shall be valid for 60 days beyond the contract period.
26. The party should be a registered firm with 5 years' experience in similar nature of job.
27. The party should provide at least one work order of ₹. 30 Lakhs during last 3 years for similar job or two work orders of ₹.20 Lakhs each in last 3 years.
28. The party should have an annual turnover of at least ₹.40 Lakhs during last 3 financial years as an average.
29. Supplier should have atleast 2 years of experience in supplying similar manpower. Evidence of supply of similar manpower to be submitted at the time of quoting.

**Price Break Up Details  
Medical Attendants**

<b>Sl.No</b>	<b>Description</b>	<b>Amount</b>
<b>01</b>	<b>Basic Wage Per Day</b>	<b>₹.410.00</b>
<b>02</b>	<b>Employer's Contribution Towards EPF @ 13 %</b>	<b>₹. 53.30</b>
<b>03</b>	<b>Employer's Contribution to ESI @ 3.25%</b>	<b>₹. 13.33</b>
<b>04</b>	<b>Wages Payable Per Day (Min. Wages)</b>	<b>₹. 476.63</b>
<b>05</b>	<b>Deemed Wages Per Day</b>	<b>₹. 477.00</b>
<b>06</b>	<b>Contractor's Service Charge</b>	
<b>07</b>	<b>GST @ 18% [ on Sl.No. 5 &amp; 6 ]</b>	
<b>Grand Total :</b>		



## Satish Dhawan Space Center SHAR

Welcome, Materials Master (isro)

31 August 2017,  
17:16:08 IST

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[HELP](#)

### Preview For STANDARD TERMS AND CONDITIONS

**Page Destination:** Tender Header **Format Type :** Normal

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**GOVERNMENT OF INDIA**

**DEPARTMENT OF SPACE**

**SATISH DHAWAN SPACE CENTRE**

**PURCHASE DIVISION**

Tele No.08623-225023/225174/225127

Fax No.08623-225170/22-5028

e-Mail ID : hps@shar.gov.in, hasan@shar.gov.in, sselvan@shar.gov.in

#### **STANDARD TERMS & CONDITIONS**

1.OFFERS SHALL BE SENT ONLINE ONLY USING STANDARD DIGITAL SIGNATURE CERTIFICATE OF CLASS III WITH ENCRYPTION / DECRYPTION. THE TENDERS AUTHORISED ONLINE ON OR BEFORE THE OPEN AUTHORISATION DATE AND TIME ONLY WILL BE CONSIDERED AS VALID TENDERS EVEN THOUGH THE BIDS ARE SUBMITTED ONLINE.

2.THE TENDERER MUST AUTHORISE BID OPENING WITHIN THE TIME STIPULATED IN THE SCHEDULE BY SDSC SHAR. OTHERWISE THE ONLINE BID SUBMITTED WILL NOT BE CONSIDERED FOR EVALUATION. PHYSICAL COPY WILL NOT BE CONSIDERED EVEN THOUGH IT IS RECEIVED BEFORE THE BID SUBMISSION DATE.

In case of two-part tenders, parties shall submit their offers as follows:-

#### **1) Part-I – Techno-commercial Bid**

(No price details shall be mentioned in this bid and shall not upload the details of price along with the techno-commercial bid)

#### **2) Part-II – Price Bid**

In view of Two Part Tender, the Offers submitted contrary to above instructions will be summarily rejected.

3.In case, the tenderer is not interested to participate in the tender, the tenderer shall submit regret letter giving reasons, failing which future enquiries will not be sent.

4.**Offer Validity:** The validity of the offers / tenders should be 90 days (in case of single part tender) and 120 days (in case two part tender) from the date of opening of the tenders. Tenders with offer validity less than the period mentioned above, will not be considered for evaluation.

5.**GST** - GST and/or other duties/levies legally leviable and intended to be claimed should be distinctly shown separately in the tender. GST details are given below

GSTIN: 37AAAGS1366J1Z1

LEGAL NAME : SATISH DHAWAN SPACE CENTRE SHAR

VALIDITY FROM:29/08/2017

TYPE OF REGISTRATION:REGULAR

6.**Customs Duty** - SDSC-SHAR is eligible for 100% Customs Duty exemption as per Notification No. 050/2017 539 (b) Dt: 30.06.2017. This may be taken into account while quoting for import items, if any.

In case tenderers offering items considering customs duty exemption, they should also indicate the bill of materials and price, separately, with Customs Duty component and terms and conditions thereto.

8.**Advance Payment** - Wherever advance payment is requested, Bank Guarantee from any Nationalized Bank/Scheduled Bank should be furnished. In case of advance payments, if the party is not supplying the material within the delivery schedule, interest will be levied as per the Prime Lending Rate of RBI plus 2% penal interest.

Interest will be loaded for advance payments/stage payments as per the prime lending rate of RBI and will be added to the landed cost for comparison purpose. In case of different milestone payments submitted by the parties, a standard and transparent methodology like NPV will be adopted for evaluating the offers.

9.**Liquidated Damages** - In all cases, delivery schedule indicated in the Purchase Order/Contract is the essence of the contract and if the party fails to deliver the material within the delivery schedule, Liquidated Damages will be levied @ 0.5% per week or part thereof subject to a maximum of 10% of total order value.

10.**Performance Bank Guarantee** - Performance Bank Guarantee for 10% of the order value should be furnished in the form of Bank Guarantee from nationalized/scheduled bank or by Demand Draft valid till warranty period plus sixty days as claim period.

11. **Security Deposit** – Security Deposit for 10% of the order value is mandatory, if the ordered value is Rs.5.00 lakhs and above. Party shall furnish the Security Deposit in the form of Bank Guarantee from nationalized/scheduled bank or by Demand Draft valid till completion of the contract period plus sixty days towards claim period for faithful execution of the contract.

12. **BANK GUARANTEE FOR FIM:** Supplier has to submit Bank guarantee for equal value of Free Issue of Materials (FIM) issued by the Department from Nationalised / Scheduled Bank valid till receipt and acceptance of supply and satisfactory accounting of FIM plus sixty days as claim period.

13. The delivery period mentioned in the tender enquiry, IF ANY, is with the stipulation that no credit will be given for earlier deliveries and offers with delivery beyond the period will be treated as unresponsive.

14. The Department will have the option to consider more than one source of supply and final orders will be given accordingly.

15. The bidders should note that conditional discounts would not have edge in the evaluation process of tenders.

16. Non-acceptance of any conditions wherever called for related to Guarantee/ Warranty, Performance Bank Guarantee, Security Deposit, Liquidated damages are liable for disqualification.

17. Wherever installation/ commissioning involved, the guarantee/warranty period shall reckon only from the date of installation and commissioning.

18. Purchase/Price Preference will be extended to the MSMEs under the Public Procurement Policy for MSMEs formulated under the Micro, Small and Medium Enterprises Development Act, 2006 and instructions issued by Government of India from time to time. Vendors who would like to avail the benefit of MSME should clearly mention the same and submit all the documentary evidences to substantiate their claim along with tender itself.

19. The drawings, specifications, end use etc., given by the Centre/Unit along with the tender enquiry are confidential and shall not be disclosed to any third party.

## 20. **SPECIAL CONDITIONS FOR SUBMITTING QUOTATIONS IN FOREIGN CURRENCY BY THE INDIAN AGENTS**

The Tenderer should submit the following documents/information while quoting:-

a) Foreign Principal's proforma invoice/quote indicating the commission payable to the Indian Agent and nature of after sales service to be rendered by the Indian Agent.

b) Copy of Agency agreement with the Foreign Principal and the Indian Agent, precise relationship between them and their mutual interest in the business.

c) Registration and item empanelment of the Indian Agent.

d) Agency Commission will be paid only Indian Currency.

e) Compliance of the tax laws by the Indian Agent.

## 21. **High Sea Sales**- Against High Sea Sale transactions:

a. Offers shall be on all inclusive basis including delivery upto Sriharikota at the risk and cost of the supplier. Customs Clearance is the responsibility of the supplier and at his cost and risk.

b. 100% payment will be made within 30 days after receipt and acceptance of the items at our site.

c. GST as applicable

d. Customs Duty Exemption Certificate and other relevant documents required for Customs clearance will be provided.

e. High Sea Sales Agreement furnished by the supplier in accordance with the terms and conditions of our purchase order will be signed and issued by SDSC-SHAR.

22. The following information/ documents are to be submitted wherever applicable.

1. Product Literature

2. Core banking account number of SBI, RTGS Details

3. PAN No. in quotation and invoices

4. GST Registration details.

5. In case of MSME, registration details / documents from Competent Authority.

## 23. **EXCLUSION OF TENDERS**

The following tenders shall be summarily rejected from the procurement process

a. Tenders received from vendors who have not qualified in terms of their registration.

b. Tenders received against publishing of a limited tender in the CPP portal.

c. Tenders of vendors who have been removed from the vendor list or banned/debarred from having business dealings.

d. Unsolicited tenders from vendors.

e. The tenders which materially depart from the requirements specified in the tender document or which contain false information.

f. The tenders which are not accompanied by the prescribed Earnest Money Deposit.

g. The tenders of vendors who have not agreed to furnish Security Deposit, Performance Bank Guarantee and Liquidated Damages.

h. The validity of the tenders is shorter than the period specified in the tender enquiry.

i. The tenders received from vendors or their agents or anyone acting on their behalf, who have promised or given to any official of the Centre/Unit/Department, a gratification in any form, or anything of value, so as to unduly influence the procurement process.

j. The tenders received from vendors, who, in the opinion of the Centre/Unit, have a conflict of interest materially affecting fair competition.

k.The tenders received from Indian agents on behalf of their foreign Principals/OEMs (in cases where the Principals/OEMs also submit their tenders simultaneously for the same item/product in the same tender).

l.In case two or more tenders are received from an Indian agent on behalf of more than one foreign Principal/OEM, in the same tender for the same item/product.

m.If a firm quotes 'NIL' charges / consideration, the bid shall be treated as un-responsive and will not be considered.