

Govt. of India, Dept. of Space

Email: pns@iirs.gov.in

Indian Space Research Organisation

INDIAN INSTITUTE OF REMOTE SENSING

4, Kalidas Road, Post Box No. 135

DEHRA DUN-248 001

PURCHASE DEPARTMENT

Tender Enquiry No : IIRS/PandS/MPR-

26398

M/s

As per List Attached

Date

Thursday, August 16, 2012

Due Date

Tuesday, August 28, 2012 at 1500 hrs.

Kindly submit your quotations in a sealed envelope superscribed on top of envelop with Enquiry No. due date for the supply of the following as per terms conditions mentioned below.

SI No	Material Description	Unit	Qty
1	Part time & Temporary Service Contract for Deployment of One Driver for Heavy Duty Vehicle as well as Light Vehicle (for the period from: 01.09.2012 to 31.04.2012	Job	1

(Man power : Highly Skilled - 01 No.) for 08 Months.

Terms and Conditions :

- 1 Please quote your rate per month basis. Payment will be made on monthly basis subject to production of satisfactory performance report by the user department on the bill
- 2 IIRS will have no liability whatsoever in case of any mis-happening to the workforce deployed by the contractor.
- 3 The contractor will be bound to observe all Labour Rules
- 4 Contract shall be cancelled at any time, if the quality of the work is not found to be satisfactory and the loss has to be born by the contractor
- 5 Contract can be extended by one more year, if the services found satisfactory during the current year
- 6 Please enclose the proof having executed such kind of job in any Govt. / Semi-Govt Organization

Purchase and Stores Officer
Indian Institute of Remote Sensing

Please See Our Web Site :- "www.iirs.gov.in" for all tenders

O/C

S. Kudrath
16/8/12

INDIAN INSTITUTE OF REMOTE SENSING
DEHRADUN

1. The contract is valid for a period of eight months with effect from 01.08.2012. IIRS reserve the right to extend the period of another eight months or more with same terms & conditions, after satisfactory performance of the 08 (Eight) months or to terminate the contract at any time by giving one month's notice.
2. The scope includes engagement of one personnel for operation of heavy duty vehicle & light vehicle of IIRS, Dehradun from 09.00 to 05.30 pm and for the other duty before & after office hours from Monday to Friday and on holiday(s) on requirement basis.
3. (a) The rates were arrived at based on minimum wages fixed by the Central Labour Commission. In case the minimum wages are revised, the contractor shall provide necessary documentary proof for consideration and amendment of work order.
(b) Charges per hour for engagement beyond the above mentioned duty hours will be counted as overtime on hourly basis.
4. Payment will be made in every month to the drivers by the contractor after satisfactory report given by the indentor.
5. (a) The person should have Heavy Duty Licence, Hill experience and Public Service Vehicle experience/documents (Badge).
(b) The person deputed shall be preferably below the age of 45 years.
(c) The person deputed will be assessed by IIRS, Dehradun to verify their suitability with respect to driving skills, age, general health and their Driving Licence, experience etc., will be scrutinized with original Licence / certificates.
(d) Contractor shall provide substitute(s) in case of the absence of the person deputed.
(e) The focal point or his representatives will issue instructions to the person engaged regarding the duties to be performed by him. He shall obey these instructions.
(f) Contractor shall provide a Certificate obtained from the concerned Police Station, in respect of the person deputed, regarding his character and antecedents and the details of places of their stay in other than Dehradun District during the last five years.

- (g) The conditions of services of the drivers deputed for the purpose of the contract and the payment to them are matters to be determined between the Contractor and the drivers and IIRS has nothing to do with these matters.
 - (h) The drivers deputed for duty shall follow the statutory and other instructions issued by the Govt. from time to time under the Motor Vehicle Act other rules applicable for them.
 - (i) The person engaged by the Contractor for operation of the light vehicle shall be responsible for the safety of the passengers and of the vehicle IIRS will not be responsible for any loss/injury/death caused to the public / commuters or to the driver deployed by the Contractor, by way of any accident caused to/by the vehicles they are driving.
 - (j) Contractor shall be responsible for any loss/damage to the vehicle or properties of IIRS due to the carelessness or negligence of the person engaged by them and may make good the losses from the defaultees/born by the contractor.
 - (k) The person engaged by the Contractor is not eligible for any canteen / medical / conveyance / quarter facilities from IIRS.
 - (l) The person engaged shall be responsible for proper upkeep and maintenance of the vehicle entrusted to him while he is on duty or if the vehicle is under his custody.
 - (m) Any complaints regarding the performance of the persons engaged shall be referred to the contractor and they shall take suitable action in this regard under intimation to the Centre including replacement of person in case IIRS demands so, in writing.
 - (n) Contractor shall pay minimum wages to the person engaged and ensure compliance with all labour laws and other rules applicable from them. The contractor shall produce the details of EPF, ESI & Salary paid to the person(s) engaged by them, on demand, by this office.
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