

BY SPEED POST

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Govt.of India, Dept. of Space  
Indian Space Research Organisation  
**INDIAN INSTITUTE OF REMOTE SENSING**  
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**PURCHASE DEPARTMENT**

Tender Enquiry No : IIRS/PandS/MPR- 28009

M/s

Date

Tuesday, March 05, 2013

Due Date

Tuesday, March 19, 2013 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	<p>Work Contract for Driving of Heavy Duty Vehicle and Light Duty Vehicles of IIRS, Dehradun for the Period from 01.04.2013 to 31.03.2014</p> <p>a) Heavy Duty Vehicles : 01 (Highly Skilled) b) Light Duty Vehicles : 03 (Skilled)</p> <p>Note : - Terms &amp; Conditions as per Annexure-1 enclosed - Commercial Bid Format as per Annexure-II enclosed</p> <p><b>Terms and Conditions :</b> AS PER ANNEXURE -1</p>	Job	1

Purchase and Stores Officer  
Indian Institute of Remote Sensing

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

INDIAN INSTITUTE OF REMOTE SENSING  
DEHRADUN

1. The work contract is valid for a period of one year with effect from 01.04.2013 to 31.03.2014.  
IIRS reserves the right to extend the period of work contract another one more year or more with same terms & conditions, after satisfactory performance of the one year or to terminate the contract at any time by giving one month's notice.
2. The scope of the work contract includes engagement of one person for operation of heavy duty vehicle & light duty vehicles and three persons for operation of light duty vehicles of IIRS, Dehradun from 09.00 am to 05.30 pm and for the other duty before & after office hours from Monday to Saturday and on holiday(s) on requirement basis.
3. The persons engaged for operation of heavy duty vehicle & light duty vehicles required to do the outstation duties on requirement basis.
4. (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
5. Payment will be made in every month to the drivers by the contractor after satisfactory report given by the indenter.
6. (a) The persons engaged for operation of heavy duty vehicle & light duty vehicle should have valid Heavy Duty Licence and Light Duty Licence, hill experience and Public Service Vehicle experience / documents (Badge).  
  
(b) The persons deputed shall be Ex-Servicemen preferably below the age of 50 years.  
  
(c) The persons 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. They shall obey these instructions.  
  
(f) Contractor shall provide a Certificate obtained from the concerned Police Station, in respect of the persons deputed, regarding their character and antecedents and the details of places of their stay in other than Dehradun District during the last five years.

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(g) The conditions of services of the drivers deputed for the purpose of the contract and the payment to them are the matters to be determined between the Contractor and the drivers. MRS 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 Vehicles Act and other rules applicable to them.

(i) The persons engaged by the Contractor for operation of the heavy duty vehicle and light duty vehicles shall be responsible for the safety of the passengers and of the vehicles. 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 MRS due to the carelessness or negligence of the person engaged by them and may make good the losses.

(k) The persons engaged by the Contractor are not eligible for any canteen / medical / conveyance / quarter facilities from IIRS.

(l) The persons 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.



Purchase & Stores Officer, IIRS

**Government of India**  
 Department of Space Indian  
 Space Research Organisation **Indian**  
**Institute of Remote Sensing**  
 Dehradun

*Commercial Bid Format MPR No 28009, date of submission /3/2013*

Category of Work Force	Minimum Wages /day /person (Rs)	Percentage of Contractor Profit On basic wages		EPF charges 13.61% of basic wages (Rs)	ESI charges 4.75% of basic wages (Rs)	Other charges, if any (Rs)	Service Tax 12.36% of 1+2b+3b+4+5+6 (Rs)	Total (8=1+2b+3b+4+5+6+7) (Rs)
		As% of basic wages •	Amount (Rs)					
	1	2a	2b	3	4	5	6	7
Skilled								
Highly Skilled								

- Note :** - 1. Employees Contribution of EPF @ 13.61% and ESI @ 4.75% on SI.No.1 shall be reimbursed by department as the terms & condition of this contract.
2. The Central Govt, order of minimum wages, contractor profit as per CPWD manual/norms Service Tax, EPF, ESI to be enclosed to justify your above rates.