

REQUEST FOR PROPOSAL

PROVIDING MAN POWER SUPPLY (MAZDOOR) TO KAKKANAD OFFICE
UNDER ARCHAEOLOGICAL SURVEY OF INDIA, THRISSUR CIRCLE

REFERENCE NUMBER: 16/MP-KKD/2019



GOVERNMENT OF INDIA
MINISTRY OF CULTURE
ARCHAEOLOGY SURVEY OF INDIA

(Signature of bidder along with seal)

SECTION – 1 - TABLE –A: TIME AND WORK FRAME
 NAME OF WORK: PROVIDING MAN POWER (MAZDOOR) TO KAKKANAD OFFICE UNDER
 ARCHAEOLOGICAL SURVEY OF INDIA, THRISSUR CIRCLE
 (Manual Bids shall not be accepted)

CRITICAL DATE SHEET – TENDER TIME SCHEDULE

1	Date of issue of Tender	16/08/2019
2	Bid Document Download/ Sale/Submission Start Date	16/08/2019 @ 6.00 PM
3	Bid document download close/end date	05/09/2019 @ 10.00 AM
4	Bid submission End Date	05/09/2019 @ 10.00 AM
5	Date of opening of bid	06/09/2019 @ 10.00 AM
6	Validity of Bid/Date of Tender acceptance	20 days from the date of opening
7	Price of Tender-Demand Draft	(i) Rs.500.00 in favour of Superintending Archaeologist, ASI, Thrissur circle for cost of Tender (non-refundable)
8	Earnest Money Deposit (EMD)- Demand Draft	(ii) Rs.6,000/- in favour of Superintending Archaeologist, ASI, Thrissur circle (refundable)
9	(i)	DD hard copy (original) of 1) Rs.500/- & 2) Rs. 6,000/- must be delivered in sealed cover and should either drop in the tender box or reach on or before 06/09/2019 at 10.00 AM as mentioned in critical date sheet. Tender shall likely to be liable for legal action for non-submission of original payment instrument like DD etc. against the submitted Bid.
	(ii)	The offer without EMD will be summarily rejected.
	(iii)	EMD is to be enclosed by all the bidders except those who are registered with Central Purchase Organization, National Small Industries Corporation (NSIC) or Ministry of Culture (Necessary valid certificate/supporting documents should be uploaded)
10	Lease Contract agreement to be executed	Within 15 days from the date of Award of Contract (AoC) issued.
11	Date of submission of Performance Guarantee Certificate/Security Deposit	Within 15 days from the date Award of Contract (AoC) issued
12	Lease Contract period	10 Months
13	Estimated Amount	Rs.2,39,946/- (Rupees Two Lakh thirty nine thousand nine hundred and forty six only)

(Signature of bidder along with seal)

Dear Sir,

1. The Archaeological Survey of India invites online Bids in the prescribed form under the Two Bid System Technical Bid and Financial Bid for providing man power (Mazdoor) to Kakkannad Office under Archaeological Survey of India, Thrissur circle.
2. The System of e-tendering shall be adopted, comprising of Technical Bid and the Financial Bid. **Document Download: Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in critical date sheet.** Technical Bid should, inter alia, contain all technical details of Services and Solutions to be provided along with such documentary proofs. Financial Bid should, inter alia, indicate item wise price and other commercial / financial terms against the items mentioned in the Technical Bid
3. **Bid Submission:** Applicants/ intending or interested Bidders are invited to Submit their online proposal after carefully reading the Request for Proposal (a) Technical Bid, and (b) Financial Bid, Separately, clearly mentioning (i) Technical Proposal", and (ii) "Financial Proposal" respectively. Such proposals are to be submitted online within the stipulated date and time as mentioned in the Bid document as **given in critical data sheet. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>** Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. **Earnest Money Deposit:** The Hard Copy of original instruments in respect of Tender cost earnest money must be delivered to the Superintending Archaeologist, Archaeological Survey of India, Thrissur Circle, Thrissur on or Bid opening date/time as mentioned in critical date sheet, Tender shall likely to be liable for legal action for non-submission of original payment instruction like DD etc. against the submitted Bid. The offer without EMD will be rejected summarily. EMD is to be supplied by all the bidders except those-

(Signature of bidder along with seal)

- who are registered with Central Purchase Organization, National Small Industries Corporation (NSIC) or Ministry of Culture
5. The Tender cost and EMD will be submitted separately in the favour of Superintending Archaeologist, Archaeological Survey of India, Thrissur Circle, Thrissur should be deposited in the shape of Demand Draft of nationalized bank only.
 6. Addresses of Communication are as below

Contact Details

Contact Person	Address for Communication
Superintending Archaeologist	Office of the Superintending Archaeologist, Archaeological Survey of India, Thrissur Circle, Puratattva Bhavan, FF 19 (a), KSHB Flats, Pullazhy, Thrissur-680 012, Kerala Fax: 0487-2360112 Telephone: 0487-2365616 / 2361316 Website: www.asithrissurcircle.in E-mail: circlethrissur.asi@gov.in
Senior Conservation Assistant for work location	Office of the Senior Conservation Assistant, Archeological Survey of India, Kochi subcircle Kendriya bhavan, Block- C, 7 th floor, CSEZ. P.O Kochi- 682037 Telephone: 0484-2425528

(Signature of bidder along with seal)

F. No. 16/MP-KKD/2019

Government of India
Archaeological Survey of India, Thrissur Circle
Puratattva Bhavan, Thrissur
Thrissur- 680 012

TENDER DOCUMENT

Name of Work: Providing man power (Mazdoor) to Kakkanad Office under
Archaeological Survey of India, Thrissur circle.

Sl. No.	Name of Monument	Number of Manpower (Mazdoor)
1	Mazdoor for day to day Cleaning in Kakkanad Office	01 (One) unit per day as per requirement*

* Archaeological Survey of India, Thrissur circle reserves its right to regulate (scale up or down) of units as per need of work and the availability of funds and the payment will be as per actual quantity and the contractor will not have any claim beyond the actual along with stand in the same terms and conditions specified in this Tender documents.

(Signature of bidder along with seal)