



E-TENDER DOCUMENT

FOR

**PROVIDING MANPOWER SERVICES AT CSIR-CRRI, DELHI - MATHURA ROAD,
NEW DELHI - 110025 AND MAHARANI BAGH STAFF QUARTER, NEW DELHI – 110065.**



CSIR - CENTRAL ROAD RESEARCH INSTITUTE

(Council of Scientific & Industrial Research)

DELHI - MATHURA ROAD, NEW DELHI – 110025.

Telephone: 011-26921939, Fax – 2684594, 26830480

Website Address: www.crridom.gov.in

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NAME OF WORK: Providing Manpower Services at CSIR-CRRI, Delhi - Mathura Road, New Delhi – 110025 and Maharani Bagh Staff Quarter, New Delhi – 110065.

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TENDER SCHEDULE

Name of Work	:	Providing Manpower Services at CSIR-CRRI, Delhi-Mathura Road, New Delhi-110025 and Maharani Bagh Staff Quarter, New Delhi-110065.
Tender Publishing date	:	As per GeM Portal
Original Documents	:	To be submitted online under Two Bid System (Technical & Financial)
Duplicate copy of submitted documents	:	To be retained by the bidder for his/ her reference.
Estimated Cost	:	For One Year at an estimated cost of Rs. 8,61,92,082/- (Rupees Eight Crore Sixty One Lakh Ninety Two Thousand Eighty Two Only)
Earnest Money Deposit (EMD)	:	EMD (@ 2%) of estimated cost amounting to Rs. 17,23,842/- (Rupees Seventeen Lakh Twenty Three Thousand Eight Hundred Forty Two only)
Bid Document Download Start Date	:	As per GeM Portal
Bid Submission Start Date	:	As per GeM Portal
Pre-Bid Meeting	:	06.05.2025 at 02:30 PM (Tuesday)
Bid Submission End Date	:	As per GeM Portal
Technical Bid Opening Date	:	As per GeM Portal
Financial/Price Bid Opening Date	:	After evaluation of Technical Bids

NOTE: The tender document does not imply that the CSIR-CRRI is bound to select bid(s), and it reserves the right to accept or reject any or all bids, or cancel the tender process, or abandon the procurement of the services, or issue another tender for identical or similar services without assigning any reasons thereof. CSIR-CRRI also reserves the right to call off tender process at any stage without assigning any reason.



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CSIR-CENTRAL ROAD RESEARCH INSTITUTE
DELHI-MATHURA ROAD, NEW DELHI -110025



No. 128/Manpower Services/CRRI/2024-25/E-II

Date: 08.04.2025

NOTICE INVITING E-TENDER

Name of Work: Providing Manpower Services at CSIR-CRRI, Delhi-Mathura Road, New Delhi-110025 & Maharani Bagh Staff Quarter, New Delhi-110065.

PLEASE READ ALL TENDER DOCUMENTS BEFORE FILING ONLINE TENDER.

E-Tenders are invited online under **Two-Bid system (Technical & Financial)** from the registered Manpower Providing Agencies having capacity to provide contractual manpower in various categories i.e. **Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled** at the premises of CSIR-Central Road Research Institute, Delhi-Mathura Road, New Delhi-110025 and CSIR-CRRI Staff Colony, Maharani Bagh, New Delhi-110065, on contract basis for **One (01) Year**. The duration of contract may further be extended for another one year on the same terms & conditions, subject to satisfactory performance of the Contractor / Firm or for other period as decided by CSIR-CRRI. For complete tender details, please visit CSIR-Central Road Research Institute website www.crridom.gov.in or visit gem.gov.in (**Government e- Marketplace**).

***NOTE:**

The registered bidders may apply through GeM for uploading e-tenders. **Only online bids through GeM are acceptable.** If any Holiday is declared on any date related to above matter, the action will be taken on next working day.

Sd-

**Sr. Controller of Administration
CSIR-CRRI, New Delhi-110025**



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CSIR-CENTRAL ROAD RESEARCH INSTITUTE
DELHI-MATHURA ROAD, NEW DELHI -110025



No. 128/Manpower Services/CRRI/2024-25/E-II

Dated: 08.04.2025

Tender Document

(A) Director, CSIR-Central Road Research Institute, invites Online Tenders under **Two-Bid system (Technical & Financial)** from the registered Manpower Providing Agencies, having capacity to provide contractual manpower in various categories i.e. **Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled** at the premises of CSIR-Central Road Research Institute, Delhi-Mathura Road, New Delhi-110025 & CSIR-CRRI Staff Colony, Maharani Bagh, New Delhi-110065 on contract basis having tender value for One Year at an estimated cost of Rs. 8,61,92,082/- (Rupees Eight Crore Sixty One Lakh Ninety Two Thousand Eighty Two Only).

NOTE: Manpower Agencies/ Bidders have to quote their Service Charges in Percentage only on minimum wages. All other liabilities like - Bonus, GST, EPF, ESIC, etc. applicable which may vary from time to time as per Govt. of India orders, will be reimbursed to the contractor by CSIR-Central Road Research Institute on the production of documentary proof.

Manpower providing Agencies should be registered under / should have:

- (i) Contract Labour (Regulation & Abolition) Act 1970,
- (ii) ESIC,
- (iii) EPF,
- (iv) PAN No. and GST etc.

(B) Agency should have successfully carried out work of a similar nature, atleast **three manpower services contracts each amounting to 40% OR Two manpower services contracts each amounting to 60% OR a Single manpower services contract amounting to 80% of the estimated cost** during any of the last five years ending last day of month previous to the one in which bids are invited, in National Laboratories/Govt./Semi Govt./Autonomous Bodies/Public Sector Undertakings/CSIR or its Laboratories). If any bidder furnished a composite certificate which include Manpower work (as per NIT), Housekeeping work, Security work, Pest control work, in that case, an amount of work executed for Manpower work must be bifurcated and provided **as per Annexure-I. If the bidder fails to provide the separate amount details of composite tender as per the Annexure-I, he shall be disqualified in technical bid. Tenders without EMD or valid MSME/ UDYAM Certificate will be rejected straightaway.** EMD exemption for NSIC/ MSME/ registered units with UDYAM will be allowed as per rules. They have to submit Bid Security Declaration Form as per **Annexure-II**. Also, they must enclose the UDYAM Registration Certificate as proof of their being MSME registered on the UDYAM Registration Portal. The certificate shall be of latest but before the deadline for the bid submission. **Failure to enclose/upload such document may lead to non-availing such benefit.**

(C) Manpower providing Agencies fulfilling the conditions may submit online tender to the Director, CSIR-Central Road Research Institute on GeM Portal. The tenderer may ensure that all the requisite documents i.e. PAN issued by Income Tax Department, Contract Labour License (Central), registration under ESIC, EPF and GST Act, satisfactory performance certificates issued by the organizations for providing manpower services in the last Five (05) years etc. are to be submitted along with EMD (@ 2%) amounting to Rs. 17,23,842/- (Rupees Seventeen Lakh Twenty Three Thousand Eight Hundred Forty Two only) in favour of Director, CSIR-Central Road Research Institute,

A/c No. SBI-30268867237, IFSC–SBIN0010442 through NEFT/ RTGS/ IMPS/ Online etc. or the valid MSME/ UDYAM Registration Certificate for exemption from EMD submission. Document can be downloaded from Institute website as per procedure mentioned above. The Institute will follow the latest Government of India rules and regulations as applicable from time to time.

(D) While Submitting the tender, the contractor/ firm must carefully read the NIT terms & conditions and submit all the mandatory required documents, EMD or MSME/ Udyam Registration Certificate etc. as per detailed NIT. Failing to submit any one, the tender will be outrightly rejected.

(E) Director, CSIR-Central Road Research Institute reserves the right to accept or reject any or all the tenders received or accept any or all the tenders wholly or partially, without assigning any reason thereof. In case of holiday on any particular day, the tender will be opened on next working day at the same time.

Sd-

**Sr. Controller of Administration
CSIR-CRRI, New Delhi-110025**

2. GENERAL INSTRUCTIONS TO THE BIDDERS:

- i. The Manpower providing Agency is to provide Contractual Manpower at the premises of CSIR-Central Road Research Institute, Delhi-Mathura Road, New Delhi-110025 & CSIR-CRR/ Staff Colony, Maharani Bagh, New Delhi-110065.
- ii. At all the places, where Manpower Services are to be provided, bidder shall engage physically and mentally fit personnel and shall provide **approx. 221 manpower** in various categories i.e. **Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled**, as and when required, from time to time at the premises of CSIR-Central Road Research Institute, Delhi-Mathura Road, New Delhi-110025 & CSIR-CRR/ Staff Colony, Maharani Bagh, New Delhi-110065. **The actual number of the manpower can be increased or decreased depending on the requirement of this Institute.** It will be the sole responsibility of the contractor to abide by the provisions of the following acts, as to the workers engaged by him, for performance of this contract:

Contract Labour (Regulation & Abolition) Act, 1970; Employees State Insurance Act; Workmen Compensation Act, 1923, Payment of Wages Act, 1936, The Employees Provident Fund (and Miscellaneous Provisions) Act, 1952; Payment of Bonus Act, 1965, The Minimum Wages Act, 1948, Employer's Liability Act, 1938, Employment of Children Act, 1938, Employment of Labour/ Contract Labour Act, Industrial Employment Act and/or any other Rules / Regulations and/or statutes that may be applicable to them.

- iii. Wages rate in r/o Contractual Manpower i.e. **Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled**, specific to research domain related to Road Research (such as office work, Laboratory work, Computer work, various field surveys, day to day routine work etc.) will be payable as per Minimum Wages declared by **Government of India or State Government, whichever is higher and amended from time to time.** The Bidder must quote only, his Service Charge online in percentage (%) both in numbers and words. All statutory liabilities/taxes & EPF, ESIC, Bonus and GST etc. will be reimbursed by CSIR-Central Road Research Institute on production of documentary proof, as per existing amended rules.
- iv. Information regarding any litigation, current or during the last 05 years, in which the Bidder is involved, the parties concerned and the disputed amount has to be submitted in the first instance at the time of Tender submission.

3. ELIGIBILITY OF THE BIDDERS:

- i. The manpower providing agency should be in the manpower contract business for atleast Five (05) Years consecutively.
- ii. The manpower providing agency should have registration under the Company's Act.
- iii. The manpower providing agency should submit up-to-date Audited Balance Sheet, Profit & Loss Account statement and Income Tax Return (ITR) filed by Firm/Agency in the last 03 Financial years.
- iv. The Agency should have minimum 500 (Five Hundred) manpower on its payrolls (Refer Annexure-VIII).
- v. The Agency has to produce Satisfactory Performance Certificate from organizations where the contractor has provided Manpower services during the last Five (05) years, as per the **Para B at page No. 5.**
- vi. The agency should have PAN, GST Number, EPF & ESIC Registration Number.
- vii. The Agency should have Registration Certificate of Establishment under Department of Labour.

- viii. The prospective bidder must have his/her office / Branch office in Delhi / Delhi NCR. **Proof of office address must be submitted by the contractor.**
- ix. Tender without EMD or valid MSME/ UDYAM Certificate will be rejected without any further notice.
- x. Solvency Certificate amounting to Rs. 3 Crores or more, issued by the Nationalised Bank must be submitted.
- xi. The Annual Financial Turnover Certificate of the Agency for the last 03 Financial years must be submitted for amounting to Rs. 04 Crores or more per year as per the Annexure-V.
- xii. The Bidder should not have any relationship with any of the CSIR-CRRRI employee (Refer Annexure-VII).
- xiii. The Bidder should not be engaged in any Fraud and Corrupt Practices (Refer Annexure -VI).
- xiv. The Bidder should not be blacklisted/ debarred by any Central Govt./ State Govt./ Autonomous Bodies/ PSUs/ CSIR or its laboratories and is not under any liquidation, Bankruptcy, Court receivership or similar proceedings (Refer Annexure-III).
- xv. **Integrity Pact:** Submission of the Integrity pact in the prescribed format (**Annexure-IV**) is mandatory. Bid received without Integrity pact duly signed by the authorized signatory of bidder along with official seal shall be rejected forthwith. Integrity pact binds both buyers and sellers to ethical conduct and transparency in all activities from pre-selection of bidders, bidding and contracting, implementation, completion and operation related to the contract activities.

4. **IEM / INTEGRITY PACT:**

In order to ensure transparency and probity in public procurement activities, the service providers/ bidders are required to enter into "Integrity Pact" as notified by the CVC vide Circular No. 015/VGL/091 dated 13.01.2017 and amended from time to time. **Only those bidders/ service providers who commit themselves to such a pact with CSIR-CRRRI would be considered competent to participate in the bidding process.**

The following Independent External Monitors (IEMs) have been appointed by CSIR, in terms of Integrity Pact (IP) which forms part of CSIR Tenders/ Contracts:

1. Shri Jagadip Narayan Singh, IAS (Retd),
E-Mail: jagadipsingh@yahoo.com
2. Shri Arun Kumar Gupta, Ex-CMD, SCI, E-Mail: guptaarun55@rediffmail.com

5. **ONE BID FOR EACH BIDDER:**

- i. Each bidder shall submit **only one** tender either by himself or by his partner. If a bidder or any of the partners participate in more than one bid, the bids are liable to be rejected. Joint Venture will also not to be entertained.
- ii. Bids of all those firms whose past performance in last 05 years in CSIR & its Laboratories has been remained unsatisfactory, shall not be considered and shall be liable to be rejected out rightly.
- iii. Evidence of adequacy of working capital for the smooth execution of this contract (*access to line(s) of credit and availability of other financial resources*) will have to be submitted.
- iv. If a firm quotes NIL charges/ consideration, the bid shall be treated as unresponsive and will not be considered.

6. VISIT TO CSIR-CENTRAL ROAD RESEARCH INSTITUTE:

The bidder is required to provide contractual manpower services at the premises of CSIR-CRRRI and is advised to visit and acquaint himself with the operational system. The cost of visiting shall be borne by the bidder. It shall be deemed that the contractor has undertaken a visit to the CSIR-CRRRI and CSIR-CRRRI Staff colony (MBSQ) and is aware of the operational conditions prior to the submission of the tender documents. The bidder shall not make or cause to be made any alteration, erasure or obliteration to the text of the tender document.

7. CLARIFICATION FOR TENDER DOCUMENT:

- i. In case the bidder has any doubt about the meaning of anything contained in the Tender document, he shall seek clarification from the Sr. CoA, CSIR-CRRRI on coa.crrri@nic.in/ Administrative Officer, CSIR-CRRRI on ao.crrri@nic.in or on Telephone Numbers 011-26312412 or 011-26311643, before submitting his bid and such clarification, along with all details on which clarification had been sought, will also be forwarded to all bidders without disclosing the identity of the bidder seeking clarification. All communication between the bidder and the CSIR-CRRRI shall be carried out in writing.
- ii. **A pre-bid meeting for all interested bidders would also be conducted at 02:30 P.M. on 06/05/2025 in CSIR-CRRRI, Delhi-Mathura Road, New Delhi-110025. All interested Bidders will be allowed to seek clarification and get their doubts cleared before submitted their bid on GeM Portal. Also, in this pre-bid meeting, the interested bidders will be apprised the conditions and scope of work taken in the Tender document.**
- iii. Except for any such written clarification issued by the Controller of Administration, CSIR-CRRRI which is expressly stated to be an addendum to the tender document issued by the CSIR-CRRRI, no written or oral communication, presentation or explanation by any other employee of the CSIR-CRRRI shall be taken to bind or fetter the CSIR-CRRRI under the contract.

8. PREPARATION OF BIDS:

- i. The bidders/ tenderers must submit their quote in compliance with OM. No. F.6/1/2023-PPD dated 23.06.2023 & 06.01.2023 issued by Dept. of Expenditure, Ministry of Finance, Govt. of India. The minimum service charges so fixed will be 3.85% on minimum wages (excluding Taxes, EPF, ESIC, GST & bonus etc) as mentioned in price bid, failing which the bid will be non-responsive and such bids will not be considered.
- ii. Conditional bids / offers shall be summarily rejected.

9. BID SECURITY OR VALID EXEMPTION CERTIFICATE viz. MSME/ UDYAM CERTIFICATE:

- i. The contractor shall deposit Earnest Money Deposit (EMD) @ 2% for an amount of Rs. 17,23,842/- (Rupees Seventeen Lakh Twenty Three Thousand Eight Hundred Forty Two only) through NEFT/ RTGS/ IMPS/ Online in favour of Director, CSIR-Central Road Research Institute, New Delhi, A/c No. SBI-30268867237, IFSC-SBIN0010442 or the valid MSME/ UDYAM Registration Certificate for exemption from EMD submission. The Bid Security should remain valid for a period of ninety days beyond the final bid validity period.
- ii. EMD of the unsuccessful bidders will be returned to them **without interest**, after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.

- iii. Earnest Money Deposit of Rs. 17,23,842/- (Rupees Seventeen Lakh Twenty Three Thousand Eight Hundred Forty Two only) of the successful bidder shall be returned after submission of Performance Guarantee **(5% of work awarded cost)** issued by a Nationalised Bank. **No payment shall be released till the Performance Guarantee is submitted.**
- iv. CSIR-CRRI reserves the right to adjust the Security Deposit/ Bank Guarantee fully or in part, in lieu of unpaid dues payable to CSIR-CRRI by the contractor to any of its contract workers for the period of their engagement at CSIR-CRRI. In case of pendency of any dispute related to such non-payment/ less payment of wages or non-compliance of statutory obligations by the contractor which may possibly result into financial liabilities for CSIR-CRRI, CSIR-CRRI reserves its right to withhold the amount payable to the contractor or such security deposit. The said security amount shall be refunded to the contractor subject to production of proof of compliance of all statutory provisions.
- v. If the bidder withdraws his bid during the period of validity of the tender or if the successful bidder refuses or neglects to execute the Contract or fails to provide the required number of contractual manpower or fails to furnish the required Performance Guarantee within the time frame specified by the CSIR-Central Road Research Institute, in this case, EMD shall be forfeited and without prejudice to any other right or remedy, CSIR-CRRI shall be at the liberty to debar the bidder from future tendering in CSIR-CRRI for a period as decided by the Competent Authority and further, the bidder shall not be allowed to participate in the re-tendering process for this work.

10. ACCEPTANCE OF BIDS:

- i. CSIR-CRRI reserves the right to accept any tender and to reject any or all the tenders and is not bound to accept the lowest or any tender and may at any time by notice in writing to the bidders terminate the tendering process. Tender without EMD or Exemption Certificate(s) will be rejected without any further notice. No representation will be entertained in this regard.
- ii. Tender will be rejected, if it is found that the contractor is black listed on previous occasions by any of the Govt. Departments/ Institutions/ Local Bodies/ Municipalities/Public Sector Undertakings, Autonomous Bodies/ CSIR or its laboratories etc.

11. AWARD OF CONTRACT:

- i. The successful bidder will be required to execute an agreement in the form appended hereto within a period of 15 days from the date of issue of Work Award Letter on a Non-judicial stamp paper of appropriate value before taking up the contract.
- ii. The successful bidder shall be required to furnish a Performance Guarantee **(5% of work awarded cost)** within 15 days of receipt of Work Award Letter for an appropriate amount in the form of Bank Guarantee/ FDR from a nationalised bank in favor of the Director, Central Road Research Institute, New Delhi **as per Annexure-X**. The Performance Guarantee shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations. In case, the contract period is extended further, the validity of Performance Guarantee shall also be extended by the contractor accordingly.

12. CANCELLATION OF CONTRACT:

- i. Notwithstanding any other provisions made in the contract, the Employer reserves the absolute right to terminate the contract forthwith, if it is found that continuation of the contract is not in Public interest. The contractor is not eligible for any compensation or claim in the event of such cancellation.
- ii. If at any later date, it is found that the document(s) and certificate(s) submitted by the Contractor are forged or have been manipulated, the work order issued to the Contractor shall be cancelled and Performance Guarantee issued to the CSIR-CRRI shall be forfeited without any claim whatsoever on Employer and the contractor is liable for action as appropriate under the extant laws.

13. TERMS AND CONDITIONS OF THE CONTRACT FOR PROVIDING MANPOWER SERVICES:

- i. The Contractor will maintain the monthly biometric attendance of all contractual manpower and will provide the same alongwith the monthly wage bill. This will be countersigned by the Officer/ Authorized official/ Head of the concerned Division/ Section of the CSIR-Central Road Research Institute. While raising the bill, the deployment particulars of the personnel engaged during each month should be shown.
- ii. Adequate supervision shall be provided by the contractor to ensure satisfactory performance of the said deployed contractual manpower in accordance with the prevailing assignment instructions agreed upon between the two parties. In order to exercise effective control & supervision over the contractual manpower deployed by the Contractor, the supervisory staff of the Institute will supervise in their areas of responsibility.
- iii. **The manpower deployed by the contractor shall have no right, whatsoever, for any appointment in the Institute in temporary/ adhoc/ daily wages/ regular capacity on the basis of their work as Contractual worker in the Institute.**
- iv. All necessary documents will be supplied immediately as required and regular meetings will be held with the CSIR-Central Road Research Institute.
- v. Contractor and its deployed contractual manpower shall take proper and reasonable precautions to preserve the Institute from theft, loss, destruction, waste or misuse of its property. The deployed contractual manpower by the manpower agency will not misuse any responsibility given to them by the CSIR-Central Road Research Institute and shall not knowingly lend to any person or company any of the property of the CSIR-CRRI under its control.
- vi. The deployed contractual manpower shall not accept any gratification/bribe/enticement or reward in any form.
- vii. The contractor shall have the responsibility to ensure correct and satisfactory performance of his liabilities and responsibilities under the contract at his own cost.
- viii. **In past, it has been observed that after award of tender, the contractor/ firm illegally demanded money from the workers for recommending as a contractual job in CSIR-CRRI under his/ her agency. If the worker, fails to pay the demanded amount, he was either rejected or harassed in different ways. Now, all the contractors who are participating in this tender are instructed that after award of contract, they should not demand any**

money from any of the contractual workers who are deployed in different divisions/ section of CSIR-CRRI for performing their duties. If any complaint regarding this, will be received in CSIR-CRRI, appropriate action will be taken by the Competent Authority. The matter may also be forwarded to the Labour Commission for the information/ necessary action at their end.

- ix. Under the terms of their engagement agreement with the Contractor, its deployed contractual manpower shall not do any professional or other work for reward or otherwise either directly or indirectly, except for and on behalf of the Contractor.
- x. The personnel engaged must be extremely courteous and display pleasant mannerisms in dealing with the Staff and Visitors of CSIR-CRRI and they should project an image of utmost discipline and devotion to duty. They should not have any addictions, nor indulge in any vice or addiction while on duty. During their duty time, they must not talk for prolonged periods/ use social media/ view movies or videos or do any other work on their mobile phone or on mobile phone of any other person. If observed or found doing so, the contracting firm shall immediately remove such person and provide immediate replacement to CSIR-CRRI. The CSIR-CRRI shall have the right to have any contractual manpower removed in case of any complaints or as decided by representative of the CSIR-CRRI, if the person is not performing the job satisfactorily or otherwise. The contractor shall have to arrange the suitable replacement in all such cases on immediate basis.
- xi. General duty timings of the contractor's workers shall be 9:00 AM to 5:30 PM, with lunch break from 1:00 PM to 1:30 PM. Sunday shall be an off day for all workers. The Contractor shall not employ and staff for more than 08 Hours a day. In case of shift duty, each shift will be of 08 Hours only. No overtime shall be paid to contract workers. For any extra duties, alternate standby persons shall have to be provided by the contractor.
- xii. The number of man-days per month is 26 for the purpose of calculation of wages. Therefore, the contract staff deployed by the Agency have to work on Saturday, if the division where they are deployed, is working for completion of Project. If deployed manpower of the Agency fails to attend to the work on Saturday, they will not be entitled to wages for that Saturday. Further, if they remain absent consecutively for two Saturdays, such manpower should be replaced by the Agency.
- xiii. The payment to the contractor would be made on monthly basis based on the actual attendance generated by Biometric Machine, by the contractor and based on the documentary proof jointly signed by Officer/ representative of the CSIR-CRRI and the contractor/ his representative/ personnel authorized by him. No other claim on whatsoever account shall be entertained by this Institute.
- xiv. Any damage or loss caused by contractor's personnel to CSIR-CRRI in whatsoever form shall be fully recovered from the contractor.
- xv. In case, if the personnel deployed by the contractor under the contract fails to report for duty in time and the contractor is unable to provide suitable substitute in time, for the same, it will be treated as absence and penalty as mentioned in this agreement shall be levied.
- xvi. Any liability arising out of any litigation (including those in consumer courts) due to any act of contractor's personnel shall be directly borne by the contractor including all expenses/ fines, etc. The contractor's personnel shall attend the court as and when required.

- xvii. The contractor shall have and maintain his own Establishment/ Administration etc. at his own cost to ensure effective and satisfactory performance of his liabilities and responsibilities under the contract.
- xviii. **Labour License under the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, will be obtained on the prescribed proforma by the contractor from the office of the concerned Regional Labour Commissioner within 02 months after the date of award of work by CSIR-CRRI, failing which the Award of work is liable to be cancelled/ terminated or any action taken by the Competent Authority will be final and binding on the contractor. A Certified copy of the Labour License should be made available to CSIR-CRRI by the Contractor within 02 months' time.**
- xix. **Valid Character & Antecedent Certificate of the Contractor issued by the District Magistrate/ Competent Authority shall be submitted within 15 days after the date of award of work by CSIR-CRRI.**
- xx. The Bidder shall submit a written Power of Attorney authorizing the signatories of the bid to participate in the bid.
- xxi. Memorandum of Understanding has to be provided in case the Bidder comprises of Partnership firm.
- xxii. Consistent history of Litigation or Arbitration awards against the applicant, may result in disqualification.
- xxiii. The Bidder shall submit full details of his ownership and control and shall submit the Certificate of Incorporation along with its Memorandum of Articles of Association, if it is a Company or Society etc.
- xxiv. Each Bidder is required to confirm and declare with his bid that no agent, middleman or any intermediary has been, or will be engaged to provide any services, or any other item or work related to the award and performance of this contract. They will have to further confirm and declare that no agency commission or any payment which may be construed as an agency commission has been or will be paid and that the price bid will not include any such amount. If the CSIR-CRRI subsequently finds to the contrary, the Director, CSIR-Central Road Research Institute reserves the right to declare the Bidder as non-compliant and declare rejection of his bid and treat the contract, if already awarded to the Bidder, to be null and void.
- xxv. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.
- xxvi. **Relationship with Employees:** CSIR-CRRI debar parties having relatives working in CSIR-CRRI, New Delhi from bidding. A certificate regarding non-relationship with any of the CSIR-CRRI employee as per **Annexure-VII** in the tender form is to be submitted. (Note: A person shall be deemed to be a relative of another if , and only if, (a) they are members of a Hindu undivided family (b) they are husband and wife (c) the one is related to the other in the following manner: father, mother (including step mother), son (including step son), Son's wife, daughter (including step daughter), Father's father, Son's son, Son's wife , Son's Daughter, Son's Daughter's husband, Daughter's husband, Daughter's Son, Daughter's son's wife, Daughter's

Daughter's husband, Brother (including step brother), brother's wife, Sister (including step sister), Sister's husband.

- xxvii. Contractor has to submit the following documents within two months of award of contract:
- (i) Details of outsourced staff as per **Annexure-XI**.
 - (ii) Copies of proof of age in the form of AADHAAR Card/Qualifications Certificate/Voter ID/Birth Certificate/Driving Licence etc. should be submitted before the manpower is supplied.
 - (iii) ID cards of staff
 - (iv) Copies of ESI Cards
 - (v) Maintenance of statutory registers under various Labour Laws
 - (vi) Deployment of field officer in campus at contractor's cost
 - (vii) Any other things as required by CSIR-CRR/ from time to time for the smooth and successful execution of contract etc.
- xxviii. The contractor shall disburse the wages to its personnel deployed in the CSIR-CRR/ by **7th of every month without fail**, online/ through ECS directly in the bank account of contractual personnel as per extant Labour Laws, irrespective of delay on account of administrative or other reason. The contractor shall provide monthly wage slips to the persons deployed, clearly indicating wage rate, number of duties performed, deductions towards ESI, EPF etc.
- xxix. Contractor will be fully responsible for any accident or mishaps involving personnel engaged by the contractor and the contractor solely would be liable to pay any claims made by these victims. The contractor shall indemnify the CSIR-CRR/ from any claims arising out of accidents, disabilities of any nature or death arising out of any of the provisions under law, or any other nature in respect of all the personnel engaged by the contractor. The contractor will fully indemnify CSIR-CRR/ against all claims in this regard.
- xxx. The persons deployed should be neither below 18 years nor above 55 years of age. They should be physically and mentally sound, without any criminal antecedence, well disciplined, polite with good behavior. The workers should be most reliable, trust worthy, alert and efficient.
- xxxi. The Contractor shall not lease or sub-contract the whole or any part of the contract to anybody without the prior permission of the Director, CSIR-CRR/.
- xxxii. No staff deployed by the contractor should smoke, chew paan/ Gutka or consume Liquor or be found in an inebriated state within the Campus. Non-compliance may lead to suitable penalty/termination of contract.
- xxxiii. The contractor shall be fully responsible for providing minimum wages, EPF, ESI etc. in accordance with the terms and conditions of the agreement, to the personnel deployed. As and when, any of personnel comes late or proceeds on leave or absents himself/ herself, it will be the prime responsibility of the contractor to provide a suitable substitute on immediate basis.
- xxxiv. Contractor has to make suitable arrangement at his own cost (inclusive of installation, operation and maintenance) for biometric attendance, for opening and closing hours of contractual manpower assigned for specific job only. Computer generated real time record of biometric attendance will be accepted as attendance and record of same must be accessible to controlling authorities of CSIR-CRR/ and installation of machines shall be made at specified location as per instruction issued to contractor by CSIR-CRR/.

14. SCOPE OF WORK FOR PROVIDING MANPOWER SERVICES:

Tender for supply of manpower services in various categories i.e. **Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled**, specific to research domain related to road research (such as Office work, Laboratory work, Computer work, Various fields surveys, day to day routine work etc.) or any other work assigned by the concerned Heads.

- a. **Locations and Manpower Required:** The contractor shall be responsible for providing Contractual Manpower in the CSIR-CRRI campus located at Delhi-Mathura Road, New Delhi-110025 and CSIR-CRRI Staff Colony, Maharani Bagh, New Delhi-110065 as under:

Total Number of Manpower required: 221 Personnel

S.NO.	CATEGORY	TOTAL
1	Highly Skilled	As per functional requirement
2	Skilled/ Clerical	137
3	Semi-Skilled/ Unskilled Supervisory	46
4	Un-Skilled	38
	TOTAL	221

NOTE: The number of manpower mentioned in the Scope of work may be increased or decreased with the approval of the Director, CSIR-CRRI as per the requirement of the Institute.

- b. Since, CSIR-CRRI is engaged in carrying out research and development projects on design, construction and maintenance of roads and runways, traffic and transportation planning of mega and medium cities, management of roads in different terrains, improvement of marginal materials, utilization of industrial waste in road construction etc., the contractor shall deploy the contractual workers as per the requirement of the Institute. The deployed contractual workers should possess the required qualification/experience/expertise in the respective administrative/technical fields and will be produced on demand.
- c. **Special nature of work:** Deployment of Electricians with 'B' license for operation and maintenance of Electrical Sub-station round the clock, plumbing & carpentry works etc.
- d. The Persons deployed should be neither below 18 years nor above 55 years of age. They should be physically and mentally sound, without any criminal antecedence, well disciplined, polite with good behavior. The workers should be most reliable, trust worthy, alert and efficient. In case of any complaint or any unusual behavior/ illegal or political activities of the worker, he/she should be replaced within 24 hours after receipt of intimation from the Institute.
- e. The contract personnel shall undergo medical examinations at the expense of the contractor to ensure that they are free from any communicable diseases and medical examination certificate to be furnished as and when required by the institute at the cost of the contractor.
- f. The contractor shall be responsible for making overall arrangements regarding deployment of contractual manpower in the CSIR-CRRI.

- g. The contractor will ensure that the instructions issued by CSIR-CRR to the contractor and its deployed contractual workers, are strictly followed and there should be no lapse of any kind.
- h. Deployment of contractual workers will be as per the instructions of the authorities of the CSIR-CRR and the same will be monitored personally by the concerned authorities from time to time for its optimum utilization.
- i. Any other provisions as advised by the Director, CSIR-CRR may be incorporated in the agreement at later stage. The same shall also be binding on the contractor.

15. PAYMENT CONDITIONS:

- i. Salaries of contract workers shall be deposited by the contractor directly into their bank accounts or paid through RTGS/NEFT by **7th of every month**. The contractor will be required to pay Salaries/ Wages of contractual staff deployed at CSIR-CRR, first from his own resources and then later claim reimbursement from CSIR-CRR. The contractor is required to submit valid, genuine and satisfactory proof of payment of wages/salary in the bank account of each contractual worker at the time of claiming reimbursement of wage bill.
- ii. The contractor will submit the monthly bill for reimbursement **in duplicate alongwith the soft copy of the bill (PDF File)**, complete in all manners after satisfactory completion of the work and payment to the workers, to the office for reimbursement. The office on the receipt of the bill alongwith biometric attendance record will process the bill for payment.
- iii. The contracting Agency shall submit the copies of separate challans viz. ESI, EPF and other taxes in respect of the labour/ workers deployed at CSIR-CRR along with a list (names) of labours/ workers engaged by the contractor at the time of submitting his bill for payment failing which CSIR-CRR will withhold the payment of ESI and EPF as the case may be without prejudice to the right of CSIR-CRR to take any other action on the same. The EPF may be deposited with the respective EPFO authorities within seven days of close of every month. Particulars/ Details of workers engaged by the contractor (in various categories) shall be submitted to CSIR-CRR within 30 days of award of contract as per **Annexure-XI**. The contractor shall arrange the ESIC Card made in new digital format in respect of the contract workers engaged by him in CSIR-CRR within one month of award of contract.
- iv. Income tax and other statutory levies, as applicable from time to time, will be deducted from the bill of the contractor.
- v. In case of any delay in processing of the bills, the contractor would be required to ensure the payment of its workers by 7th of every month and there be no linkage between this payment and settlement of the contractor's bill from the CSIR-CRR.
- vi. The contractor shall remit the statutory remittances of EPF/ESI/GST every month as per rules extant exclusively for CSIR-CRR and shall not combine with the remittances of any other firm.

16. ESSENTIAL REQUIRED DOCUMENTS FOR E-TENDERING:

The Technical Bid should consist of the following documents, to be attached as PDF file online before opening of tender:

1.	EMD (Earnest Money Deposit) @ 2% amounting to Rs. 17,23,842/- (Rupees Seventeen Lakh Twenty Three Thousand Eight Hundred Forty Two only) or Proof of Exemption from payment of EMD viz. UDYAM registration certificate of MSME/ NSIC, for the manpower services.
2.	Proof of Local (Delhi NCR) Office Address.
3.	Copy of Registration Certificate of Establishment under Department of Labour.
4.	Copies of Audited Balance Sheet, Profit & Loss Account statement and Income Tax Return (ITR) filed by Firm/Agency in the last 03 Financial years.
5.	Copy of the Registration Certificate of the Bidder under Company's Act.
6.	Copy of PAN card of Bidder.
7.	Copy of GST Registration Certificate of the Bidder
8.	Copy of EPF Registration Certificate of the Bidder
9.	Copy of ESIC Registration Certificate of the Bidder
10.	<p>Copies of Experience Certificate(s) indicating work completion period with satisfactory performance certificate issued by concerned authorized awarding agency/ department for providing manpower services (Similar work) in CSIR laboratories/ Offices of Central Govt./ Offices of State Govt./ Offices of Semi Govt. Bodies/ Autonomous Bodies/ Public Sector Undertakings/ Govt. National Laboratories or Govt. Institutes/ Govt. Hospitals during any of the last 05 years ending last day of month previous to the one in which bids are invited, as per the detail given below:</p> <ul style="list-style-type: none"> ● Three (03) Manpower Services Contracts of 40% of estimated cost, each amounting to Rs. 3,44,76,833/-. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> ● Two (02) Manpower Services Contracts of 60% of estimated cost, each amounting to Rs. 5,17,15,249/-. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> ● One (01) Manpower Services Contract of 80% of estimated cost amounting to Rs. 6,89,53,666/-. <p>If any bidder furnished a composite certificate which include Manpower work (as per NIT), Housekeeping work, Security work, Pest control work, in that case, an amount of work executed for Manpower work must be bifurcated and provided as per Annexure-I at Page No. 21.</p> <p><u>If the bidder fails to provide the separate amount details of composite tender as per the Annexure-I, he shall be disqualified in technical bid.</u></p>
11.	Copy of Bank Solvency Certificate of the Bidder amounting to Rs. 03 Crores or more , issued by the Nationalised Bank.
12.	Annexure-II (reg. Bid Securing Declaration) at Page No. 22
13.	Self-Attested Undertaking on the company's letter head as per Annexure-III at Page No. 23
14.	Annexure-IV (Pre-Contract Integrity Pact) duly signed by the authorized signatory of the firm alongwith official seal at Page No. 24-29

15.	Copy of Annual Financial Turnover Certificate of the last 03 consecutive Financial years amounting to Rs. 04 crores or more per year , certified by Chartered Accountant (Annexure-V) at Page No. 30
16.	Annexure-VI (Declaration about Fraud and Corrupt Practices) at Page No. 31
17.	Annexure-VII (No Relation Certificate) at Page No. 32
18.	Self-Declaration on Company's Letter Head for 500 (Five Hundred) Manpower on its payroll (Annexure-VIII) at Page No. 33

17. VALIDITY OF THE BID:

The Bid shall remain valid for acceptance for a period of 90 days from the last date of submission of tender.

18. OPENING AND EVALUATION OF TENDERS:

- i. The Tender Opening Committee duly constituted by CSIR-CRRI will open the Pre-qualification Technical Bids online on **GeM Portal**.
- ii. The bid of any bidder who has not complied with one or more of the conditions of the tender prescribed in the terms and conditions will be summarily rejected.
- iii. Conditional tender will also be summarily rejected.
- iv. Subsequently, the technical bids will be evaluated by the Committee constituted by CSIR-CRRI.
- v. Thereafter, the Financial Bids of only eligible bidders will be opened.
- vi. The L1 bidder shall be decided keeping in view the component of service charge after complying will all Labour Statutory related Laws. **In case of more than L1 bidders, it will be dealt by prevailing GeM rules/ tools at that time.**
- vii. The Percentage of the Service Charge shall remain firm during the contract period.
- viii. The contract value may increase or decrease depending upon the actual number of manpower deployed as per the requirement on monthly basis.

CHECK-LIST OF DOCUMENTS REQUIRED FOR TECHNICAL QUALIFICATION

Following documents (legible and clear) to be attached online with tender. Bidders are requested to upload only the relevant documents as mentioned/required in the Tender Document. **They are advised to refrain from uploading unnecessary voluminous documents which makes the Bid Document cumbersome and results in delay of Technical Evaluation process:**

Sl. No.	Documents Required (Packet-I)	Financial Bid/ Price Bid (Packet-II)	
1.	EMD (Earnest Money Deposit) @ 2% amounting to Rs. 17,23,842/- (Rupees Seventeen Lakh Twenty Three Thousand Eight Hundred Forty Two only) or Proof of Exemption from payment of EMD viz. UDYAM registration certificate of MSME/ NSIC, for the manpower services.		
2.	Proof of Local (Delhi NCR) Office Address.		
3.	Copy of Registration Certificate of Establishment under Department of Labour.		
4.	Copies of Audited Balance Sheet, Profit & Loss Account statement and Income Tax Return (ITR) filed by Firm/Agency in the last 03 Financial years.		
5.	Copy of the Registration Certificate of the Bidder under Company's Act.		
6.	Copy of PAN card of Bidder.		
7.	Copy of GST Registration Certificate of the Bidder		
8.	Copy of EPF Registration Certificate of the Bidder		
9.	Copy of ESIC Registration Certificate of the Bidder		
10.	<p>Copies of <u>Experience Certificate(s)</u> indicating <u>work completion period</u> with <u>satisfactory performance certificate</u> issued by concerned authorized awarding agency/ department for providing manpower services (Similar work) in CSIR laboratories/ Offices of Central Govt./ Offices of State Govt./ Offices of Semi Govt. Bodies/ Autonomous Bodies/ Public Sector Undertakings/ Govt. National Laboratories or Govt. Institutes/ Govt. Hospitals during any of the last 05 years ending last day of month previous to the one in which bids are invited, as per the detail given below:</p> <ul style="list-style-type: none"> ● Three (03) Manpower Services Contracts of 40% of estimated cost, each amounting to Rs. 3,44,76,833/-. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> ● Two (02) Manpower Services Contracts of 60% of estimated cost, each amounting to Rs. 5,17,15,249/-. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> ● One (01) Manpower Services Contract of 80% of estimated cost amounting to Rs. 6,89,53,666/-. <p>If any bidder furnished a composite certificate which include Manpower work (as per NIT), Housekeeping work, Security work, Pest control work, in that case, an amount of work executed for Manpower work must be bifurcated and provided as per <u>Annexure-I at Page No. 21</u>.</p> <p><u>If the bidder fails to provide the separate amount details of composite tender as per the Annexure-I, he shall be disqualified in technical bid.</u></p>		Price quoted by the bidder for Financial Bid
11.	Copy of Bank Solvency Certificate of the Bidder amounting to Rs. 03 Crores or more , issued by the Nationalised Bank.		

12.	Annexure-II (reg. Bid Securing Declaration) at Page No. 22	
13.	Self-Attested Undertaking on the company's letter head as per Annexure-III at Page No. 23	
14.	Annexure-IV (Pre-Contract Integrity Pact) duly signed by the authorized signatory of the firm alongwith official seal at Page No. 24-29	
15.	Copy of Annual Financial Turnover Certificate of the last 03 consecutive Financial years amounting to Rs. 04 crores or more per year , certified by Chartered Accountant (Annexure-V) at Page No. 30	
16.	Annexure-VI (Declaration about Fraud and Corrupt Practices) at Page No. 31	
17.	Annexure-VII (No Relation Certificate) at Page No. 32	
18.	Self-Declaration on Company's Letter Head for 500 (Five Hundred) Manpower on its payroll (Annexure-VIII) at Page No. 33	

Signature of the Bidder/Authorized Person
(Name and Address of the Bidder)

ANNEXURE-I**WORK EXPERIENCE**

The bidder must attach copies of **Experience Certificate(s) i.e work award letter and successful completion certificate** in respect of Manpower Services (similar work) provided by them in Govt./Semi- Govt./Autonomous Bodies/PSU/CSIR/Govt. funded organizations, preferably in PDF format and details should also be filled in below format. **(unnecessary/ irrelevant certificates should be avoided)**

S.No.	Name of Work/ Project with address	Total Value of Work Executed	If the bidder enclosed Composite successfully completed similar works experience certificate of Manpower Contract, Housekeeping, pest-control, Security etc., in that case, an amount of work executed for manpower services (similar) be bifurcated and provided as per the details below.		The Actual time of completion of work		Name contract no. of Organization/Engineer -in charge (if any)	Remarks
					Date of start of work	Date of Completion of work		
A	B	C	Amount of Manpower services. (Rs.)	Amount of Housekeeping, pest-control, Security/any other work (if any) (Rs.)	F	G	H	I

(Signature of the Authorized Person)

Name:

Stamp:

Annexure-II

Bid Security Declaration Form

Date:

Bid No.....

To (insert complete name and address of the purchaser)

I/ We, the Undersigned, declare that:

I/We_____ understand that, according to your conditions, bids must be supported by a bid securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year or as decided by the Competent Authority, from the date notification, if I am/We are in a branch of any obligation under the bid conditions, because I/We.

- a) Have withdrawn/modified/amended, impairs or derogated from the tender, my/our Bid during the period of bid validity specified in the form of Bid: or
- b) Having been notified of the acceptance of our Bid by the purchaser/ tenderer during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Guarantee, in accordance with the instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder(s), upon the earlier of (i) the receipt of your notification of the name of the successful Bidder: or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duty authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated onday of(insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

Annexure-III

(On the Letter Head of the Bidder)

UNDERTAKING

I _____ age _____ Years is resident of
.....do hereby solemnly stated on oath that, I am sole
proprietor/Owner/Power of attorney holder of the firm/Company

1. That my firm/company is presently not black listed/debar by any Central Govt./State Govt./Autonomous bodies/PSU's/ CSIR or its laboratories etc.
2. That the firm/company is not under any liquidation, Bankrupt, Court receivership or similar proceedings.
3. That I have carefully gone through, read, thoroughly studied and understood all terms & conditions, specifications included in the tender document (Tender form, Detail Tender Notice, Conditions and Specifications). I hereby accept all these conditions. I agree to abide by the terms & conditions, Specifications laid down in the tender document.
4. I do hereby state on oath that the documents uploaded by me, of this tender, are true, correct and bonafide. There are no errors and omissions in the uploaded documents. In case in future, if it is found that, any of the uploaded document / information is false / wrong, I will be personally responsible for the same and I will be liable for legal action against me.

Name:
Address:
Signature of the Tenderer:
Date:

ANNEXURE-IV**PRE-CONTRACT INTEGRITY PACT****General**

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on _____ day of the month of _____ 2024, between, on one hand, the President of India acting through Shri....., Designation of the officer, Ministry/Department, Government of India (hereinafter called the "BUYER", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part and M/s _____ represented by Shri _____, Chief Executive Officer (hereinafter called the "BIDDER/Seller" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the BUYER proposes to procure (Name of the Stores/Equipment/Item) and the BIDDER/Seller is willing to offer/has offered the stores and

WHEREAS the BIDDER is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is a Ministry/Department of the Government of India/PSU performing its functions on behalf of the President of India.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to :-

Enabling the BUYER to obtain the desired said stores/equipment at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

Commitments of the Buyer:

- 1.1. The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person. organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or Implementation process related to the contract.
- 1.2 The BUYER will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.
- 1.3 All the officials of the BUYER will report to the appropriate Government office any attempted or

completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

Commitments of Bidders

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:
 - 3.1 The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
 - 3.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favor or disfavor to any person in relation to the contract or any other contract with the Government.
 - 3.3 BIDDERS shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.
 - 3.4 BIDDERS shall disclose the payments to be made by them to agents/brokers or any other intermediary, in connection with this bid/contract.
 - 3.5 The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/integrator/ authorized government sponsored export entity of the defence stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.
 - 3.6 The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
 - 3.7 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

- 3.8 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 3.9 The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.
- 3.10 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 3.11 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.
- 3.12 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.

The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act 1956.

- 3.13 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER.

4. Previous Transgression

- 4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the tender process.
- 4.2 The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. Earnest Money (Security Deposit)

- 5.1 While submitting commercial bid, the BIDDER shall deposit an amount _____ (to be specified in RFP) as Earnest Money/Security Deposit, with the BUYER through any of the following instruments:
 - i. Bank Draft or a Pay Order in favor of _____.
 - ii. A confirmed guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the BUYER shall be treated as conclusive proof of payment.
 - iii. Any other mode or through any other instrument (to be specified in the RFP).
- 5.2 The Earnest Money/Security Deposit shall be valid upto a period of five years or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.

- 5.3 In case of the successful BIDDER a clause would also be incorporated in the Article pertaining to Performance Bond in the Purchase Contract that the provisions of Sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.
- 5.4 No interest shall be payable by the BUYER to the BIDDER on Earnest Money/Security Deposit for the period of its currency.

6. Sanctions for Violations

- 6.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:
- i. To immediately, call off the pre contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
 - ii. The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit / Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
 - iii. To immediately cancel the contract if already signed, without giving any compensation to the BIDDER.
 - iv. To recover all sums already paid by the BUYER, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
 - v. To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
 - vi. To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
 - vii. To debar the BIDDER from participating in future bidding processes of the Government of India for a minimum period of five years, which may be further extended at the discretion of the BUYER.
 - viii. To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
 - ix. In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.
 - x. Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of Pact.
- 6.2 The BUYER will be entitled to take all or any of the actions mentioned at para 6.1(i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.
- 6.3 The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER

can approach the Independent Monitor(s) appointed for the purposes of this Pact.

7. Fall Clause

- 7.1 The BIDDER undertakes that it has not supplied/is not supplying similar product/systems or sub systems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage that similar product/systems or sub systems was supplied by the BIDDER to any other Ministry/Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

8. Independent Monitors

- 8.1 The BUYER has appointed Independent Monitors (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission (Names and Addresses of the Monitors to be given).
- 8.2 The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 8.3 The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- 8.4 Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.
- 8.5 As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the BUYER.
- 8.6 The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.
- 8.7 The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.
- 8.8 The Monitor will submit a written report to the designated Authority of BUYER/Secretary in the Department/ within 8 to 10 weeks from the date of reference of intimation to him by the BUYER/BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

9. Facilitation of investigation

In case of any allegation of violation of any provisions of this Pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

10. Law and Place of Jurisdiction

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER.

11. Other Legal Actions

The actions stipulated in this integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. Validity

12.1 The validity of this Integrity Pact shall be from date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/ Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

12.2 Should one or several provisions of this Pact turn out to be invalid, the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

13. The parties hereby sign this Integrity Pact at _____ on _____

BUYER
Name of the Officer.
Designation
Deptt./MINISTRY/PSU

BIDDER
CHIEF EXECUTIVE OFFICER

Witness
1. _____

Witness
1. _____

2. _____

2. _____

*Provisions of these clauses would need to be amended/deleted in line with the policy of the BUYER in regard to involvement of Indian agents of foreign Suppliers.

ANNEXURE – V

(to be submitted on bidder's official Letter Head)

ANNUAL TURNOVER

UDIN No. *	
Annual Turnover during last three financial (Minimum Average Annual Turnover should be Minimum Rs. 4.00 Crore or more)	
Annual Turnover	Amount (in Rs.) In figure and in words
YEAR 2022-23*	
YEAR 2023-24*	
YEAR 2024-25*	
Average Annual Turn Over	Rs.

I hereby declare that the above statement is correct to the best of my knowledge. Further, I understand that during verification of documents, If any statement/above information is found incorrect, I shall forfeit any claim for bid.

SIGNATURE OF THE BIDDER WITH STAMP

ANNEXURE – VI

DECLARATION ABOUT FRAUD AND CORRUPT PRACTICES

(To be executed by the bidder on Rs. 10/- Stamp paper & attested by Public Notary / Executive Magistrate)

I/We certify that during the last 3 years, I/we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public/ private authority nor have had any contract terminated by any public authority for breach on our part.

We declare that:

- a) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, coercive practice, undesirable practice or restrictive practice in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise, any Government, Central or State or CSIR & its Laboratories;
- b) We have taken steps to ensure that in conformity with the provisions against Corrupt Practices and no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- c) We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicated or adverse orders passed by a regulatory authority, which could cast a doubt on our ability to undertake the contract or which relates to a grave offence that outrages the moral sense of the community.
- d) We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law.
- e) We certify that, we are remitting statutory dues/ taxes regularly to Government and no default was made in this regard.
- f) We further certify that no investigation by a regulatory authority is pending either against us or against our CEO or any of our directors / managers / employees.

Signature of authorized person
Name & Designation with office Seal

ANNEXURE - VII

NO RELATION CERTIFICATE

I S/o R/o
.....hereby certify that none of my relative (s) as defined in Point No. xx of Clause 14 (Terms & Conditions of the Contract for providing manpower services) of the tender document is/are employed in CSIR-CRR/ CSIR as per details given in tender document. In case at any stage, if it is found that the information given by me is false/ incorrect, CSIR-CRR/ CSIR shall have the absolute right to take any action as deemed fit without any prior intimation to me.

SIGNATURE OF THE BIDDER
SEAL OF FIRM / COMPANY

ANNEXURE-VIII

(to be submitted on bidder's official Letter Head)

SELF-DECLARATION

I hereby undertake to declare that _____ (Name of the Bidder) has 500 (Five Hundred) Manpower on its payroll.

SIGNATURE OF THE BIDDER
SEAL OF FIRM / COMPANY

Annexure-IX

**Format of Agreement to be signed on award of Tender
(No. 128/Manpower Services/ CRRI/2024-25/E-II, dated DD-MM-YYYY)**

This AGREEMENT made on this _____ day of Two Thousand Twenty Five between the COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH, a Society registered under the Societies Registration Act and having its office at Anusandhan Bhawan, Rafi Marg, New Delhi (hereinafter referred to as CSIR) of the ONE PART

And

M/s _____ at _____ (hereinafter referred to as Contractor) of the OTHER PART.

WHEREAS, the CSIR-CRRI is desirous of awarding the contract for providing the manpower services under various categories i.e. **Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled** at CSIR-Central Road Research Institute which is a constituent unit of CSIR (hereinafter referred to as the Lab./Instt.). The manpower requirement is for carrying out R&D laboratory and field work support activities (S&T jobs) and office work assistance at CSIR-Central Road Research Institute, Mathura Road, New Delhi-110025 and at CSIR-CRRI Staff Colony, Maharani Bagh, New Delhi -110065 on the terms and conditions hereinafter stated, as per the Service Charge @ _____ % (_____ percent only) on the total monthly manpower minimum wages.

WHEREAS, the Contractor has represented that he is registered as Contractor under the provisions of Contract Labour (Regulation and Abolition) Act, 1970 and has further represented that he is eligible to get this contract and there is no legal or any other bar for him in this respect. Any obligations and/ or formalities which are required to be fulfilled under the said Act or any amendment thereto for the purpose of entering into and/ or execution of this contract shall be carried out by the contractor at his own expenses etc. and the contractor shall report the compliance thereof to the CSIR-CRRI. The contractor shall be solely liable for any violation of the provisions of the said Act or any other Act/ Provisions concerning the above subject.

WHEREAS, CSIR-CRRI has agreed to award the contract for providing Manpower Services hereinafter mentioned as per the work assigned details.

AND WHEREAS, the contractor has agreed to furnish to CSIR-Central Road Research Institute, a Performance Bank Guarantee (PBG)/ Security Deposit of Rs.....(Rupees) which is 3% of the awarded value i.e.for the period of one (01) year further extendable by one year on Satisfactory Performance, before the commencement of work.

NOW, THEREFORE, BY THESE ARTICLES AND ON THE PREMISES mentioned above, the parties have agreed to as under:

A. GENERAL CONDITIONS:

1. That it is expressly understood and agreed between the parties to this Agreement that the persons deployed by the contractor for the services mentioned above shall be the employees of the contractor for all intents and purposes and that the persons so deployed shall remain under the control and supervision of the contractor and in no case, shall a relationship of employer and employee between the said persons and the CSIR-CRRRI shall accrue/arise implicitly or explicitly.
2. That 'on taking over the responsibility of providing contractual manpower, the contractor shall formulate the mechanism and duty assignment in consultation with Director of the CSIR-CRRRI or his nominee. Subsequently, the contractor shall review the manpower arrangement from time to time and advise the Director of the CSIR-CRRRI for further streamlining the system. The contractor shall further be bound by and carry out the directions/ instructions given to him by the Director of the CSIR-CRRRI or the officer designated by the Director in this respect from time to time.
3. That the Director, CSIR-CRRRI or any other person authorized by the Director shall be at liberty to carry out surprise check on the persons so deployed by the contractor in order to ensure that persons deployed by him are doing their duties.
4. That in case any of the persons so deployed by the contractor does not come upto the mark or does not perform his/ her duties properly or indulges in any unlawful activities or riots or disorderly conduct, the contractor shall immediately withdraw and take suitable action against such persons on the report of the CSIR-CRRRI in this respect. Further, the contractor shall immediately replace the particular person so deployed on the demand of the Director of CSIR-CRRRI in case of any of the aforesaid acts on the part of the said person.
5. The number of Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled workers will be purely need based. Therefore, the number of contractual workers may increase or decrease as per requirement. Director, CSIR-CRRRI will be under no obligation to engage any specific number of contractual workers during the period of contract.

B. SPECIAL TERMS AND CONDITIONS OF THE CONTRACT:

1. The Contractor will maintain the monthly biometric attendance of all contractual manpower and will provide the same alongwith the monthly wage bill. This will be countersigned by the Officer/ Authorized official/ Head of the concerned Division/ Section of the CSIR-Central Road Research Institute. While raising the bill, the deployment particulars of the personnel engaged during each month should be shown.
2. Adequate supervision shall be provided by the contractor to ensure satisfactory performance of the said deployed contractual manpower in accordance with the prevailing assignment instructions agreed upon between the two parties. In order to exercise effective control & supervision over the contractual manpower deployed by the Contractor, the supervisory staff of the Institute will supervise in their areas of responsibility.
3. **The manpower deployed by the contractor shall have no right, whatsoever, for any appointment in the Institute in temporary/ adhoc/ daily wages/ regular capacity on the basis of their work as Contractual worker in the Institute.**
4. All necessary documents will be supplied immediately as required and regular meetings will be held with the CSIR-Central Road Research Institute.

5. Contractor and its deployed contractual manpower shall take proper and reasonable precautions to preserve the Institute from theft, loss, destruction, waste or misuse of its property. The deployed contractual manpower by the manpower agency will not misuse any responsibility given to them by the CSIR-Central Road Research Institute and shall not knowingly lend to any person or company any of the property of the CSIR-CRRRI under its control.
6. The deployed contractual manpower shall not accept any gratification/bribe/enticement or reward in any form.
7. The contractor shall have the responsibility to ensure correct and satisfactory performance of his liabilities and responsibilities under the contract at his own cost.
8. **In past, it has been observed that after award of tender, the contractor/ firm illegally demanded money from the workers for recommending as a contractual job in CSIR-CRRRI under his/ her agency. If the worker, fails to pay the demanded amount, he was either rejected or harassed in different ways. Now, all the contractors who are participating in this tender are instructed that after award of contract, they should not demand any money from any of the contractual workers who are deployed in different divisions/ section of CSIR-CRRRI for performing their duties. If any complaint regarding this, will be received in CSIR-CRRRI, appropriate action will be taken by the Competent Authority. The matter may also be forwarded to the Labour Commission for the information/ necessary action at their end.**
9. Under the terms of their engagement agreement with the Contractor, its deployed contractual manpower shall not do any professional or other work for reward or otherwise either directly or indirectly, except for and on behalf of the Contractor.
10. The personnel engaged must be extremely courteous and display pleasant mannerisms in dealing with the Staff and Visitors of CSIR-CRRRI and they should project an image of utmost discipline and devotion to duty. They should not have any addictions, nor indulge in any vice or addiction while on duty. During their duty time, they must not talk for prolonged periods/ use social media/ view movies or videos or do any other work on their mobile phone or on mobile phone of any other person. If observed or found doing so, the contracting firm shall immediately remove such person and provide immediate replacement to CSIR-CRRRI. The CSIR-CRRRI shall have the right to have any contractual manpower removed in case of any complaints or as decided by representative of the CSIR-CRRRI, if the person is not performing the job satisfactorily or otherwise. The contractor shall have to arrange the suitable replacement in all such cases on immediate basis.
11. General duty timings of the contractor's workers shall be 9:00 AM to 5:30 PM, with lunch break from 1:00 PM to 1:30 PM. Sunday shall be an off day for all workers. The Contractor shall not employ and staff for more than 08 Hours a day. In case of shift duty, each shift will be of 08 Hours only. No overtime shall be paid to contract workers. For any extra duties, alternate standby persons shall have to be provided by the contractor.
12. The number of man-days per month is 26 for the purpose of calculation of wages. Therefore, the contract staff deployed by the Agency have to work on Saturday, if the division where they are deployed, is working for completion of Project. If deployed manpower of the Agency fails to attend to the work on Saturday, they will not be entitled to wages for that Saturday. Further, if they remain absent consecutively for two Saturdays, such manpower should be replaced by the Agency.

13. The payment to the contractor would be made on monthly basis based on the actual attendance generated by Biometric Machine, by the contractor and based on the documentary proof jointly signed by Officer/ representative of the CSIR-CRRI and the contractor/ his representative/ personnel authorized by him. No other claim on whatsoever account shall be entertained by this Institute.
14. Any damage or loss caused by contractor's personnel to CSIR-CRRI in whatsoever form shall be fully recovered from the contractor.
15. In case, if the personnel deployed by the contractor under the contract fails to report for duty in time and the contractor is unable to provide suitable substitute in time, for the same, it will be treated as absence and penalty as mentioned in this agreement shall be levied.
16. Any liability arising out of any litigation (including those in consumer courts) due to any act of contractor's personnel shall be directly borne by the contractor including all expenses/ fines, etc. The contractor's personnel shall attend the court as and when required.
17. The contractor shall have and maintain his own Establishment/ Administration etc. at his own cost to ensure effective and satisfactory performance of his liabilities and responsibilities under the contract.
- 18. Labour License under the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, will be obtained on the prescribed proforma by the contractor from the office of the concerned Regional Labour Commissioner within 02 months after the date of award of work by CSIR-CRRI, failing which the Award of work is liable to be cancelled/ terminated or any action taken by the Competent Authority will be final and binding on the contractor. A Certified copy of the Labour License should be made available to CSIR-CRRI by the Contractor within 02 months' time.**
- 19. Valid Character & Antecedent Certificate of the Contractor issued by the District Magistrate/ Competent Authority shall be submitted within 15 days after the date of award of work by CSIR-CRRI.**
20. The Bidder shall submit a written Power of Attorney authorizing the signatories of the bid to participate in the bid.
21. Memorandum of Understanding has to be provided in case the Bidder comprises of Partnership firm.
22. Consistent history of Litigation or Arbitration awards against the applicant, may result in disqualification.
23. The Bidder shall submit full details of his ownership and control and shall submit the Certificate of Incorporation along with its Memorandum of Articles of Association, if it is a Company or Society etc.
24. Each Bidder is required to confirm and declare with his bid that no agent, middleman or any intermediary has been, or will be engaged to provide any services, or any other item or work related to the award and performance of this contract. They will have to further confirm and declare that no agency commission or any payment which may be construed as an agency commission has been or will be paid and that the price bid will not include any such amount. If

the CSIR-CRR subsequently finds to the contrary, the Director, CSIR-Central Road Research Institute reserves the right to declare the Bidder as non-compliant and declare rejection of his bid and treat the contract, if already awarded to the Bidder, to be null and void.

25. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.
- 26. Relationship with Employees:** CSIR-CRR debar parties having relatives working in CSIR-CRR, New Delhi from bidding. A certificate regarding non-relationship with any of the CSIR-CRR employee as per **Annexure-VIII** in the tender form is to be submitted. (Note: A person shall be deemed to be a relative of another if , and only if, (a) they are members of a Hindu undivided family (b) they are husband and wife (c) the one is related to the other in the following manner: father, mother (including step mother), son (including step son), Son's wife, daughter (including step daughter), Father's father, Son's son, Son's wife , Son's Daughter, Son's Daughter's husband, Daughter's husband, Daughter's Son, Daughter's son's wife, Daughter's Daughter's husband, Brother (including step brother), brother's wife, Sister (including step sister), Sister's husband.
27. Contractor has to submit the following documents within two months of award of contract:
- i. Details of outsourced staff as per Annexure-XI.
 - ii. Copies of proof of age in the form of AADHAAR Card/Qualifications Certificate/Voter ID/Birth Certificate/Driving Licence etc. should be submitted before the manpower is supplied.
 - iii. ID cards of staff
 - iv. Copies of ESI Cards
 - v. Maintenance of statutory registers under various Labour Laws
 - vi. Deployment of field officer in campus at contractor's cost
 - vii. Any other things as required by CSIR-CRR from time to time for the smooth and successful execution of contract etc.
28. The contractor shall disburse the wages to its personnel deployed in the CSIR-CRR by **7th of every month without fail**, online/ through ECS directly in the bank account of contractual personnel as per extant Labour Laws, irrespective of delay on account of administrative or other reason. The contractor shall provide monthly wage slips to the persons deployed, clearly indicating wage rate, number of duties performed, deductions towards ESI, EPF etc.
29. Contractor will be fully responsible for any accident or mishaps involving personnel engaged by the contractor and the contractor solely would be liable to pay any claims made by these victims. The contractor shall indemnify the CSIR-CRR from any claims arising out of accidents, disabilities of any nature or death arising out of any of the provisions under law, or any other nature in respect of all the personnel engaged by the contractor. The contractor will fully indemnify CSIR-CRR against all claims in this regard.
30. The persons deployed should be neither below 18 years nor above 55 years of age. They should be physically and mentally sound, without any criminal antecedence, well disciplined, polite with good behavior. The workers should be most reliable, trust worthy, alert and efficient.
31. The Contractor shall not lease or sub-contract the whole or any part of the contract to anybody without the prior permission of the Director, CSIR-CRR.

32. No staff deployed by the contractor should smoke, chew paan/ Gutka or consume Liquor or be found in an inebriated state within the Campus. Non-compliance may lead to suitable penalty/termination of contract.
33. The contractor shall be fully responsible for providing minimum wages, EPF, ESI etc. in accordance with the terms and conditions of the agreement, to the personnel deployed. As and when, any of personnel comes late or proceeds on leave or absents himself/ herself, it will be the prime responsibility of the contractor to provide a suitable substitute on immediate basis.
34. Contractor has to make suitable arrangement at his own cost (inclusive of installation, operation and maintenance) for biometric attendance, for opening and closing hours of contractual manpower assigned for specific job only. Computer generated real time record of biometric attendance will be accepted as attendance and record of same must be accessible to controlling authorities of CSIR-CRRI and installation of machines shall be made at specified location as per instruction issued to contractor by CSIR-CRRI.

C. CONTRACTOR'S OBLIGATIONS:

1. That the contractor shall provide **Highly Skilled, Skilled/ Clerical, Semi-Skilled/ Unskilled Supervisory and Unskilled** categories specific to research domain related to road research (such as office work, laboratory work, computer work, various fields survey, day to day routine work etc.) in CSIR-CRRI Premises and CSIR-CRRI Staff Colony Maharani Bagh, New Delhi as mentioned in tender document.
2. A verification report in respect of all the personnel of contractor from the concerned police station of concerned residential areas should be submitted and the contractor should ensure that the manpower deputed should bear good moral character. Also, the details of employees (**Annexure-XI**) posted to the Institute along with Proof of Date of Birth, Aadhaar Card and Qualification should be handed over to the office of Sr. COA/ AO of the CSIR-CRRI. Any changes should be informed immediately.
3. That the Contractor shall ensure that the persons are punctual and well-disciplined, polite with good behavior and remain vigilant in performance of their duty. In case of any complaint or any unusual behavior/ illegal or political activities of the worker, he/she should be replaced within 24 hours after receipt of intimation from the Institute.
4. That performing the assigned work, the Contractor shall engage medically and physically fit persons and they shall undergo medical examinations at the expense of the contractor to ensure that they are free from any communicable diseases and medical examination certificate to be furnished as and when required by the institute at the cost of the contractor.
5. That the Contractor shall issue Identity Cards bearing their photograph/ Identification etc. and they shall be duty bound to display the identity cards at the time of duty.
6. That the Contractor shall ensure that the persons so deployed do not allow any property of the CSIR-CRRI to be taken out of the premises without a Gate Pass signed by the designated officials of the CSIR-CRRI. As a safeguard against any dishonesty connivance and/or ulterior motive, the specimen signatures of the officials designated and authorized to sign the Gate Pass will be intimated in writing to the contractor along with subsequent changes, if any. The Controller of Administration/ Administrative Officer of the CSIR-CRRI shall make suitable arrangement to ensure compliance.

7. That the contractor shall at his own cost, if required, take necessary insurance cover in respect of the aforesaid services rendered to CSIR-CRRI and shall comply with the statutory provisions of Contract Labour (Regulation & Abolition) Act, 1970; Employees State Insurance Act; Workman's Compensation Act, 1923, Payment of Wages Act, 1936, The Employees Provident Fund (and Miscellaneous Provisions) Act, 1952; Payment of Bonus Act, 1965, The Minimum Wages Act, 1948, Employer's Liability Act, 1938, Employment of Children Act, 1938 and/or any other Rules/ regulations and/or statutes that may be applicable to them and shall further keep the CSIR-CRRI indemnified from all acts of omission, fault, breaches and/or any claim, demand; loss; injury and expense arising out from the non-compliance' of the aforesaid statutory provision. Contractor's failure to fulfill any of the obligations hereunder and/or under the said Acts, rules & regulations and/or any bye-laws or rules framed under or any of these the CSIR-CRRI shall be entitled to recover any of the such losses or expenses which it may have to suffer or incur on account of such claims, demands, loss or injury from the contractor's monthly payments.
8. That the contractor shall submit the proof of having deposited the amount of contribution claimed by him on account of ESI & EPF towards the persons deployed at CSIR-CRRI in their respective names before submitting the bill for the subsequent month. In case the contractor fails to do so, the amount claimed towards ESI & EPF contribution shall be withheld till submission of required documents.
9. That the contractor shall particularly abide by the provisions of Minimum Wages Act, 1948 with Rules 1950 framed there-under, as amended from time to time, The contractor shall pay monthly wages to his workers at the rate of **minimum wages fixed by the Central Government or the State Government whichever is higher.**
10. That the contractor shall be required to maintain permanent attendance register/ muster roll within the building premises which shall be open for inspection and checking by the authorized officers of CSIR-CRRI.
11. That the Contractor shall make the payment of wages etc. to the persons so deployed **by 7th of every month** online/ through ECS directly in their bank account as per extant Labour Laws and shall furnish the copy of Biometric Attendance of all contractual workers alongwith the EPF, ESIC Challans & Statements to the Lab./Instt. as proof for having paid all the dues to the persons deployed by the Contractor for the work under the Agreement. The obligation is imposed on the Contractor to ensure that the Contractor is fulfilling his commitments towards his employees so deployed under various Labour Laws, having regard to the duties of the CSIR-CRRI in this respect as per the provisions of Contract Labour (Regulation & Abolition) Act,1970. The Contractor shall comply with or cause to be complied with the Labour Regulations made by CSIR-CRRI from time to time in regard to payment of wages, wage period, deductions from wages, recovery of wages not paid and deductions unauthorized made, maintenance of wage book, wage slip, publications of scale of wages and terms of employment inspection and submission of periodical returns. That the Director of the CSIR-CRRI or any other person authorized by the Director shall be at liberty to carry out surprise check on the persons so deployed by the Contractor in order to ensure that required number of persons are deployed and that they are doing their duties.
12. That the contractor shall take all reasonable precautions to prevent any unlawful, riotous or disorderly conduct or acts of his employees so deployed. The contractor shall ensure that persons to be deployed are not alcoholic, drug addict and do not indulge in any activity inimical/ prejudicial to the interest of CSIR-CRRI.

13. CSIR-CRRRI shall not be liable for any compensation in case of any fatal injury/ death caused to any of the Contractor's manpower while performing/ discharging their duties or otherwise.
14. That the persons so deployed shall remain under the control and supervision of the Contractor and the Contractor shall be liable for payment of their wages and all other dues etc. which the contractor is liable to pay under various Labour Regulations and other Statutory laws/ provisions.
15. That the Contractor shall conform to the provisions of Central/ State Act(s) or the Regulations on the subject as well as terms and conditions of this Agreement.
16. That the Contractor has represented that he is already registered under the Contract Labour (Regulation & Abolition) Act, 1970, as amended. Any obligations and/ or formalities which are required to be fulfilled under the said Act or any other Act for the purpose of entering into and/ or execution of this contract shall be carried out by the Contractor at his own expenses/ risk etc. and the Contractor shall report the compliance thereof to the CSIR-CRRRI. **The Contractor shall be solely liable for any violation of provisions of the said Act or any other Act and/ or any statutory provision or provisions of local government etc. which are in force during the period of his contract with the Institute.**
17. In the event of local problems arising while discharging the functions of CSIR-CRRRI, the Contractor will deal with them appropriately and he will not bring CSIR-CRRRI on the scene for such matters. The Controller of Administration/ Administrative Officer should be kept informed of any such occurrence and the solution found.
18. That in case any of the persons so deployed by the Contractor does not come up to the mark or performs his/her duties properly or indulges in any unlawful or disorderly conduct, the Contractor shall take suitable action against such employee under intimation to CSIR-CRRRI in this respect. The Contractor shall immediately replace the particular person so deployed on the demand of the Director, CSIR-CRRRI in case of any of the aforesaid act on the part of the person so deployed or otherwise.
19. That the Contractor shall deploy his persons in such a way that the persons get weekly rest. The working hours for which the work is taken from them and leave availed by them are adhering to relevant provisions of the Shops and Establishment Act. The Contractor shall in all dealings with the persons in his employment have due regard to all National Holidays, recognized festivals, appropriate days of rest and religious or other customs etc. and control their services in humane & just manner accordingly.
20. Contractor has to make suitable arrangement at his own cost (inclusive of installation, operation and maintenance) for biometric attendance, for opening and closing hours of contractual manpower assigned for specific job only. Computer generated real time record of biometric attendance will be accepted as attendance and record of same must be accessible to controlling authorities of CSIR-CRRRI and installation of machines shall be made at specified location as per instruction issued to contractor by CSIR-CRRRI.
21. In the event of the Contractor committing a default or breach of any of the provisions of the Labour Laws including the provisions of Contract Labour (Regulation & Abolition) Act, 1970, as amended from time to time or furnishing any information or submitting or filing any settlement under the provision of the said regulations and rules which is materially incorrect, they shall without prejudice to any other liability, be penalized leading to a deduction up to a maximum of 10% of the total amount of bill for a particular month for every defaults, breach or furnishing, making, submitting, filing such materially incorrect statement and in the event of the Contractor defaulting continuously in this respect, the performance security/ money shall be liable to be forfeited or appropriated.

D. CSIR –CRR OBLIGATIONS:

1. That in consideration of the services rendered by the Contractor as stated above, he shall be paid a service charge as quoted in the Financial Bid/ Price Bid on monthly basis. Such payment shall be made on the basis of the bills completed in all manner raised by the Contractor and duly certified by the officers designated by CSIR-CRR in this regard. The contractor must pay the wages, ESIC, EPF, GST and other statutory dues first from his own pocket and later on claim reimbursement from CSIR-CRR subject to submission of valid proof of all payments and the reimbursement bills complete in all manners.
2. That the aforesaid amount has been agreed to be paid by CSIR-CRR to the Contractor.
3. That the payment on account of enhancement/ escalation charges on account of revision in wages by the appropriate Govt. (Govt. of India) from time to time shall be payable by CSIR-CRR to the contractor.
4. That the security deposit will be refunded to the Contractor within two months of the expiry of the contract only on the satisfactory performance of the contract.

E. PAYMENT CONDITIONS:

1. Salaries of contract workers shall be deposited by the contractor directly into their bank accounts or paid through RTGS/NEFT by **7th of every month**. The contractor will be required to pay Salaries/ Wages of contractual staff deployed at CSIR-CRR, first from his own resources and then later claim reimbursement from CSIR-CRR. The contractor is required to submit valid, genuine and satisfactory proof of deposition of wages/salary in the bank account of each contractual worker at the time of claiming reimbursement of wage bill.
2. The contractor will submit the monthly bill for reimbursement **in duplicate alongwith the soft copy of the bill (PDF File)**, complete in all manners after satisfactory completion of the work and payment to the workers, to the office for reimbursement. The office on the receipt of the bill alongwith biometric attendance record will process the bill for payment.
3. The contracting Agency shall submit the copies of separate challans viz. ESI, EPF and other taxes in respect of the labour/ workers deployed at CSIR-CRR along with a list (names) of labours/ workers engaged by the contractor at the time of submitting his bill for payment failing which CSIR-CRR will withhold the payment of ESI and EPF as the case may be without prejudice to the right of CSIR-CRR to take any other action on the same. The EPF may be deposited with the respective EPFO authorities within seven days of close of every month. Particulars/ Details of workers engaged by the contractor (in various categories) shall be submitted to CSIR-CRR within 30 days of award of contract as per Annexure-XI. The contractor shall arrange the ESIC Card made in new digital format in respect of the contract workers engaged by him in CSIR-CRR within one month of award of contract.
4. Income tax and other statutory levies, as applicable from time to time, will be deducted from the bill of the contractor.
5. In case of any delay in processing of the bills, the contractor would be required to ensure the payment of its workers by 7th of every month and there be no linkage between this payment and settlement of the contractor's bill from the CSIR-CRR.

6. The contractor shall remit the statutory remittances of EPF/ESI/GST every month as per rules extant exclusively for CSIR- CRR and shall not combine with the remittances of any other firm.

F. INDEMNIFICATION:

1. That the Contractor shall keep the CSIR-CRR indemnified against all claims whatsoever in respect of the employees deployed by the Contractor. In case any employee of the Contractor so deployed enters into dispute of any nature whatsoever, it will be the prior & primary responsibility of the Contractor to contest the same as first Respondent. In case, CSIR-CRR is made party and is compelled to contest the case, the CSIR-CRR will be reimbursed for the actual expenses incurred towards Counsel fee and other expenses by the Contractor on demand. Further, the Contractor shall ensure that no financial or any other liability comes on CSIR-CRR in this respect of any nature whatsoever and shall keep CSIR-CRR indemnified in this respect.
2. The Contractor shall further keep the CSIR-CRR indemnified against any loss to the CSIR-CRR property and assets i.e. moveable and immovable.
3. The CSIR-CRR shall have further right to adjust and/ or deduct any of the amounts as aforesaid from the payments due to the Contractor under this Contract for providing manpower services.
4. That the Contractor shall furnish an indemnity bond from the General Insurance Corporation/ Scheduled Insurance Companies at its own cost to indemnify CSIR-CRR against any claim arising out of or connected with this agreement.

G. PENALTIES/ LIABILITIES:

1. That the contractor shall be responsible for faithful compliance of the terms and conditions of this agreement. In the event of any breach of the agreement, the same may be terminated and the security deposit will be forfeited and further work may be got done from another agency at their risk and cost.
2. That if the contractor violates any of the terms and conditions of this agreement or commits any fault or their services are not to the entire satisfaction of officer authorized by the Director, CSIR-CRR, a penalty leading to a deduction upto a **maximum of 10% of the total amount of bill for a particular month will be imposed.**
3. The security money so deposited shall be liable to be forfeited or appropriated in the event of unsatisfactory performance of the contractor and/or loss/damage if any, sustained by the Laboratory/ Institute on account of the failure or negligence of the workers deployed by him or in the event of breach of the agreement by the Contractor.

H. COMMENCEMENT AND TERMINATION:

2. That this agreement shall come into force with effect from _____ and shall remain in force for a period of one year. The agreement may be further extended for another one year on the same terms and conditions, subject to satisfactory performance of the Contractor/ Firm.
2. That this agreement may be terminated on any of the following contingency:
 - a) On the expiry of the contract period as stated above.

- b) By giving one month's notice in writing by CSIR-CRRRI on account of any reason or No Reason:
- i. For committing breach by the Contractor of any of the terms & conditions of this agreement;
 - ii. On assigning the contract or any part thereof or any benefit or interest therein or there under by the Contractor to any third person for sub-letting whole or part of the contract to any third person.
- (c) On Contractor being declared insolvent by a competent Court of Law.
3. During the notice period for termination of the contract, in the situation contemplated above, the Contractor shall keep on discharging his duties as before till the expiry of notice period. It shall be the duty of the Contractor to remove all the persons deployed by him, on termination of the contract on any ground whatsoever and ensure that no person creates any disruption/ hindrance/ problem of any nature for CSIR-CRRRI.

I. ARBITRATION:

1. In the event of any question/ dispute/ difference arising under the agreement or in connection herewith (except as to matters the decision of which is specially provided under this agreement) the same shall be referred to the Delhi International Arbitration Centre for appointment of Arbitrator to adjudicate the dispute.
2. The award of the Arbitrator shall be final and binding on the parties. The Arbitrator may give interim award(s) and/or directions, as may be required.
3. Subject to aforesaid provisions, the Arbitration and Conciliation Act, 1996 and the rules made thereunder and any modification thereof from time to time being in force shall be deemed to apply to the Arbitration proceedings under this clause.

J. FORCE MAJEURE:

1. None of the parties shall be liable or responsible for any failure to perform or delay in performance of their respective obligations under this Agreement, if such failure or delay is attributable to or arises out of any "Force Majeure" event, provided that notice of occurrence of any "Force Majeure" event is given any party claiming "Force Majeure" to the other party within a period of two days of such occurrence and such notice includes reasonably satisfactory evidence of the "Force Majeure" event and the obligation/s the performance of which could be delayed or prevented thereby.
2. To the extent that the event is not within the reasonable control of the party whose performance under this contract is affected thereby, the term "Force Majeure" as used in this Agreement shall mean and include any of the following events: War, hostilities, acts of the public enemy or belligerents, sabotage, blockage, revolution, insurrection, riot, or disorder; expropriation, requisition, confiscation or nationalization; act of God; fire, frost, earthquake, storm, lighting or to government taking over whether or not by formal requisition; epidemic, quarantine, strikes or combination of workmen, lockouts or other labour disturbances; explosion, accidents by fire or otherwise to CSIR-CRRRI.
3. The parties shall exercise reasonable diligence to resume normal performance; the parties shall continue to perform their obligations under this Agreement to the extent not prevented by

such event of "Force Majeure".

4. For all matters affected by an event of "Force Majeure", the parties shall consult with a view to ending the "Force Majeure" and to mitigating the effects thereof during the period of "Force Majeure".

IN WITNESS WHEREOF, the parties hereto have signed these presents on the date, month and year first above written.

For and on behalf of
The Contractor

For and on behalf of
Council of Scientific and Industrial Research
Anusandhan Bhavan, 2 Rafi Marg, New Delhi-110001.

Witness:

1. _____
2. _____

1. _____
2. _____

Counter-signed by: _____
CoFA/ FAO of CSIR-CRRI, New Delhi

Annexure-X**PERFORMANCE GUARANTEE**

To,

Council of Scientific & Industrial Research

In consideration of Council of Scientific & Industrial Research (hereinafter) called "The Council" having awarded to M/s _____ a Company registered under the Companies Act 1956 (hereinafter) called the Contractor, a contract for (hereinafter) called the said contract under the terms and conditions of an Agreement dated _____ made between the Council and the Contractor hereinafter called and said agreement and Council agreed to accept a Deed of Guarantee as herein provided for Rs. _____ (Rupees _____ only) from a Nationalised Bank towards due performance of the contract by the Contractor as per the terms and conditions of the contract on the condition that the Bank on demand from the Council and without demur pay to the Council the aforesaid amount.

We, _____ Bank Ltd., (hereinafter) referred to as the 'bank' do hereby undertake to pay to the Council and amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the Council by reasons of any breach or breaches of any of the terms of conditions of the said agreement by the said contractor.

We, _____ Bank Ltd., do hereby undertake to pay the amounts due and payable under this Guarantee without any demur, merely on a demand from the Council by stating the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Council for reasons of any breach by the said contractor (s) of any of the terms & conditions contained in the said Agreement or by reason of the contractor (s) failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards and amount due and payable by the Bank under this guarantee. However, out liability under this guarantee shall be restricted to an amount not exceeding Rs _____.

This guarantee shall come into force immediately and continue in force and remain valid till six months after the completion of all works under the said contract which according to the terms of the said contract, should be six months from the probable date of completion viz., the _____ day of _____. If, however, the period of the completion of the works under said contract is for any reason extended and upon such extension if the Contractor fails, before the terms of this guarantee expires, to furnish a fresh or renewed guarantee for the extended period, the Bank shall pay to Council the said sum of Rs _____ or such lesser sum as Council may demand.

This guarantee shall not be affected by any change in the constitution of the Bank or of the Contractor.

Notwithstanding anything hereinbefore contained, the liability of the Bank under this guarantee is restricted to Rs _____ (Rupees _____ only) and the guarantee shall remain in force till _____ day of _____ 20 _____ unless claim or demand under this guarantee is presented to the bank within sixty days from that date all the rights of Council under this guarantee shall be forfeited and the Bank shall be released and discharged from all obligations hereunder.

Annexure-XI**Details of Contractual Manpower deployed by the Contractor.**

Sl. No.	Name of Workers	Mobile No.	Address (Local & Permanent)	Qualification	Date of Birth	Aadhaar No.	I-Card No. issued by the Contractor	Signature	Remarks, if any

Annexure-XII

सीएसआईआर-सीआरआरआरआई, दिल्ली मथुरा रोड, नई दिल्ली – 110025.

CSIR-CRRI, Delhi Mathura Road, New Delhi – 110025.

□□□□□ / NOTICE

(Part – 1)

अनुबन्ध श्रमिक (अधिनियम एवं उन्मूलन) 1970 CONTRACT LABOUR (REGULATION & ABOLITION) 1970		
1.	कार्य का विवरण Nature of Work	
2.	फ़र्म का नाम Name of Firm	
3.	मजदूरी की दर Rate of Wages	HIGHLY SKILLED/ अत्यधिक कुशल
		SKILLED/ CLERICAL कुशल
		SEMI-SKILLED/ UNSKILLED SUPERVISORY/ अर्ध-कुशल/अकुशल पर्यवेक्षक
		UN-SKILLED अकुशल
4.	मजदूरी की अवधि (दिनों में) Wage Period (In Days)	
5.	कार्य समय Hours of Work	
6.	साप्ताहिक अवकाश Weekly Rest	
7.	मजदूरी भुगतान की तिथि Date of Payment of Wages	
8.	बकाया मजदूरी के दिन Days of Unpaid Wages	
9.	उप. मुख्य श्रम आयुक्त Dy. Chief Labour Commissioner	
10.	सहायक श्रम आयुक्त Assistant Labour Commissioner	
11.	श्रम परिवर्तन अधिकारी Labour Enforcement Officer	

(Part – 2)

वह स्थान जहां फर्म द्वारा संविदा कर्मचारी (निविदा दस्तावेज़ के अनुसार) तैनात किए गए हैं।

Addresses where Contractual Staff deployed by the Firm.

- a. सीएसआईआर-सीआरआरआई, दिल्ली मथुरा रोड, पी.ओ. सीआरआरआई, नई दिल्ली – 110025.
CSIR-CRRI, Delhi Mathura Road, Post Office CSIR-CRRI, New Delhi – 110025.
- b. सीएसआईआर-सीआरआरआई, एमबीएसक्यू आवासीय कॉलोनी, महारानी बाग, नई दिल्ली – 110065.
CSIR-CRRI, MBSQ Residential Colony, Maharani Bagh, New Delhi – 110065.