

**URANIUM CORPORATION OF INDIA LIMITED**  
(A Government of India Enterprise)  
**TURAMDIH, P. O.: SUNDERNAGAR - 832107**  
**DIST.: SINGHBHUM (E), JHARKHAND**  
**CIN: U 12000 JH 1967 GOI 000806**

Ref : UCIL/ITC/TMD/2024

Date : 05.11.2024

**अति अल्पकालीन निविदा आमंत्रण सूचना**

निम्नलिखित कार्य के लिये कोटेशन आमंत्रित किये जाते हैं:

१	कार्य का नाम	Deployment of 03 (Three) nos. of full time Instructors for 03 (three) months in Industrial Training Centre (ITC), U.C.I.L, Turamdih Township
२	अग्रधन की राशि	Nil
३	निविदा की राशि	Rs. 355473.18/- (Inclusive of GST)
४	परिमाण विपत्र का मूल्य	Nil
५	कार्य की अवधि	3 (three) months
६	निविदा डाउनलोड करने की प्रारंभ तिथि	05/11/2024
७	निविदा डाउनलोड करने की अंतिम तिथि	11/11/2024
८	निविदा जमा करने की प्रारंभ तिथि	07/11/2024
९	निविदा जमा करने की अंतिम तिथि और समय	12/11/2024 upto 12:00 Noon
१०	निविदा खोलने की तिथि और समय	12/11/2024 at 3.30 PM
११	पी.क्यू.सी. और अग्रधन की हार्ड कॉपी खोलने की तिथि और समय	12/11/2024 at 3.30 PM

विस्तृत जानकारी के लिये निविदा दस्तावेज वेबसाईट <https://ucil.gov.in> में देखा जा सकता है

कृते  
यूरैनियम कॉर्पोरेशन ऑफ इंडिया लिमिटेड

ह०/-  
प्रधानाचार्य  
औद्योगिक प्रशिक्षण केंद्र (आईटीसी),  
यू.सी.आई.एल., तुरामडीह टाउनशिप

**URANIUM CORPORATION OF INDIA LIMITED**  
**(A Government of India Enterprise)**  
**Department of Atomic Energy**  
**CIN: U 12000 JH 1967 GOI 000806**

**INSTRUCTIONS TO BIDDERS (ITB)**

1. **Submission of Bids by Bidders:** - The bidders will submit their quotations offline. No conditional bid shall be allowed/ accepted. The financial bid should be sealed by the tenderer in covers duly marking these as 'QUOTATION' and marked with the address of Manager, Personnel, Turamdih Mine and the tender reference number on the envelopes. The quotation shall be submitted by the bidder well before the deadline (original or extended as the case may be) for submission.
2. The bidder must have **experience of execution/performing of contracts of works related to supply of manpower i.e. supply of technical teaching faculty/instructors for any Degree/Diploma/ITI institute/College i.e. Degree holder/Diploma holder/NCVT (ITI) as per norms of faculty required for the trades as per DGT norms**
3. The bidder must submit his bid strictly according to the price schedule format attached along with tender document.
4. Method of evaluation of L-1. L-1 will be considered in totality on the basis of net landed cost to the company (UCIL). In other words including all taxes, wages, PF, Bonus, ESI, duties, levies, cess, packing & forwarding, insurance, transportation, etc. shall be considered for determination of net landed cost.
5. Tenders (including all received by post/ courier and personal delivery) shall be deposited in a locked tender box kept at the office of Shri Sanjeev Ranjan, Manager (Personnel) Turamdih Mine/ Shri H.N. Rajak A.O. (Admin) Turamdih. In cases when it is unavoidable to submit the tenders by hand due to the bulky size of the tender documents the above officers shall receive the tender by hand as per the time schedule as mentioned therein.
6. All tenders received within the prescribed time will be opened by the officers appointed for this task at the time stated in the tender notice. In cases where date of opening becomes a declared holiday, due date of tender opening shall be next working day.
7. The tender opening date may be extended sufficiently in advance in case of change in specification /scope of work or on request of the prospective bidder with an intent to increase the response. Once the due date and time is over, date/time extension shall not be allowed irrespective of number of offers/bids received.  
Late tenders (tenders received after due date, time & place) shall not be considered under any circumstances. In such cases tenders shall be processed based on the available response.  
Once the price bid is opened the tender shall be decided on merits.
8. In case any unsigned offer is received, written confirmation from the bidder for ascertaining genuineness of such bid shall be taken without any change in price or commercial terms. In case of refusal/no response within a specified time to sign the bid, UCIL reserves the right to forfeit the EMD, if any and/or reject the tender.
9. Even if no authorized representative of bidder is present during the time of opening of tender, the tender can be opened as per the specified date and time following normal procedures.

## **SPECIAL CONDITIONS OF CONTRACT**

1. The tender is for the deployment of suitable and suitably qualified Instructors (03 nos.) for 03(three) months in ITC, UCIL Township, Turamdih and the Contractor has to ensure that the Instructors impart good quality training to the trainees of Industrial Training Centre (ITC), UCIL Township, Turamdih.

2. The Instructors' qualifications have to be as follows based on the NSQF (National Skill Qualification Framework, formulated by DGT, Directorate General of Training, Ministry of Skill Development and Entrepreneurship, Govt. of India) compliant, competency based curricula for the respective trades.

**(i). Instructor (Fitter): 01 no.**

Degree in Mechanical Engg. from recognized Engg. College/University with three year experience in the relevant field

or

Diploma in Mechanical Engg. from recognized Board of Technical Education with five years' post qualification experience in the relevant field.

Desirable: Preference will be given to a candidate with Craft Instructor Certificate (CIC) in "Fitter" trade.

**(ii). Instructor (Welder): 01 no.**

Diploma in Mechanical Engg. from recognized Board of Technical Education with three years' post qualification experience in the relevant field.

or

10th class pass + NTC (National Trade Certificate)/NAC (National Apprenticeship Certificate) in the trade of "Welder" with five years' post qualification experience in the relevant field.

Desirable: Preference will be given to a candidate with Craft Instructor Certificate (CIC) in "Welder" trade

**(iii). Instructor (Electrician): 01 no.**

Degree in Electrical/Electrical & Electronics Engg. from recognized Engg. College/University with three year experience in the relevant field

or

Diploma in Electrical/Electrical & Electronics Engg. from recognized Board of Technical Education with five years' post qualification experience in the relevant field.

Desirable: Preference will be given to a candidate with Craft Instructor Certificate (CIC) in "Electrician" trade.

3. Experience in the relevant field means "experience of training of trainees/students in NCVT affiliated ITIs.

4. Salary: The monthly salary to the Instructors shall be paid as per NIT.

**During the tenure of the Contract, if there is any upward revision of the salary of the above notification dt. 26<sup>th</sup> July, 2019 from DGT end, the instructors have to be paid accordingly. The Contractor, against claim, will be compensated with the increase in the salary along with PF, ESI & bonus at actual.**

**Current Basic Salary of each instructors per month = Rs. 26019/-**

**Monthly salary to the each Instructors = Rs. 26019 + PF +ESI+ Bonus (as per rule)**

- 5.** Age limit: Not more than 65 (Sixty-five) years as on 01-07-2024.
- 6.** Self certified (By the respective Instructor as well as the Contractor, subject to cross verification by the Corporation) photo copies of the credentials such as valid proof of date of birth (Towards age), educational & professional qualifications and relevant experience etc. of the Instructors being offered against this tender have to be uploaded in the technical bid.
- 7.** The instructors have to follow the time table (Including shifts, if any) of the Institute from time to time.
  - (i). They will have to work for 08 hours (With or without break)/day as per the time table of training fixed from time to time. If needed, they have to work for additional hours in exigencies such as urgent pending work etc. for which, no addl. compensation will be made.
  - (ii). They will have to work on all days except Sundays and Jharkhand Government holidays. If required, they will have to work on Sundays and Jharkhand Government holidays for which, no compensation of any sort will be made.
  - (iii). In addition to their core subjects, they will have to train the trainees in additional subjects as per requirement.
  - (iv). Leave: 3 (three) days for the contract period of 03 months, to be accrued @ 01 no. of casual leave/month.
- 8.** In addition to training of the trainees of the ITC, the Instructors will have to handle other/additional responsibility (If any) of the Institute handed over to them.
- 9.** The Contractor has to ensure that the full time Instructors engaged by him against this Contract are only engaged for ITC, UCIL Township, Turamdih and are not employed/engaged elsewhere.
- 10.** The monthly salary of each of the Instructors should be transferred “Online to their respective bank account from the Contractor’s bank account” by the first date of the successive month. No other payment mode is acceptable.
  - (i). Towards this, the relevant account nos. of the Contractor and those of the Instructors to be deployed by the Contractor must be furnished by the Contractor. This information must be supported by copies of the respective bank pass books (Along with photos) of the Contractor and the Instructors. All these copies must be certified by the Contractor as well as the Instructors (Subject to cross verification by the Corporation).
  - (ii). The print outs of the Contractor’s bank statement must be enclosed with the bills to prove the on line transfer of the monthly salary of the Instructors to their respective bank accounts.
- 11.** Against this tender, the Corporation will not be responsible for any disputes related to the salary, welfare measures etc. of the Instructors and the same will be the Contractor’s responsibility as per the extant rules to that effect.
- 12.** The Corporation will provide the infrastructure such as appropriate class rooms & workshops with requisite training facilities, tools & tackles, training and study material, stationery, etc. for the training.
- 13.** The Contractor must ensure that the Instructors employed by him are healthy, well dressed, punctual and disciplined. He has to ensure that they possess gate passes to enter UCIL premises as per the applicable norms.
- 14.** It will be the Contractor’s responsibility to ensure that the Instructors maintain the highest standards of housekeeping and safety, failing which necessary steps as deemed fit will be taken against the Contractor by the Corporation.
- 15.** The contractor should arrange insurance coverage for the Instructors as per rules for the whole period of contract and it shall be furnished to the Corporation before commencement of the work to indemnify the Corporation against all risks, damages, losses, claims for compensation etc. arising from Contract.

**16.** The Engineer-in-Charge shall have the authority enforce the immediate removal of any Instructor of the Contractor for non compliance to statutory requirements and poor performance and the Contractor or his authorized representative shall be bound to comply with the instructions in this regard. Otherwise, the contract may be terminated.

**17.** In case of any dispute in the matter of payment to the Instructors of the Contractor during the tenure of the Contract, the decision of the Engineer-in-Charge shall be final and binding on the contractor.

**18.** The Instructors of the Contractor shall at no stage, during the execution or after the termination of the contract, have any claim whatsoever for employment with the Corporation/ITC. ITC/Corporation shall have no obligation/liability whatsoever towards the regular employment of any employees of the contractor on any ground whatsoever.

**19.** The requirement of 03 nos. of full time Instructors may be reviewed by the Corporation at any stage/time against this tender and successful bidder has to execute the Contract for lesser nos. of Instructors at the same quoted rates, terms & conditions.

**20.** The Corporation may terminate the contract by giving 30 days notice, without any assigning any reasons whatsoever for the same.

**21.** Without prejudice to the right of the corporation as contained in clause 20 above, the contract may be terminated partly or fully and the security deposits forfeited, at the discretion of the Corporation without any notice to the contractor, in the following eventualities.

(a). Pertaining to breach of any terms and conditions of the Contract or violation of any Statutory Act/Regulations/Rules/Bye-laws/Orders by the Contractor.

(b). Stoppage of work on his own accord or unsatisfactory performance by the Contractor.

Assessment of the Engineer-in-Charge in this regard shall be final.

(c). Offering or giving or agreeing to give any person in the Corporation's service or to any other persons on his behalf, of any gift or consideration or any kind of inducement or reward for doing or for bearing to do or having done or having forborne to do any act in relation to obtaining of execution of this or any other contract from the Corporation.

(d). If the contractor has obtained the contract from the corporation as result of ring tendering or other non-bonafide methods of competitive tendering or by fraudulent manner or in factious name.

(e). If the contractor is declared insolvent or the firm/company goes into liquidation.

(f). If the contractor/assigns/transfers/sublets or attempts to assign/ transfer/sublet the entire work or any portion thereof.

(g). If it is found that the contractor has not been complying with the rules, regulations, and statutory obligations pertinent to his force. The decision of the Engineer in Charge in this regard shall be final.

(h). If the contractor indulges in any corrupt practice/illegal activity/ irregularity/misconduct.

(i). If it comes to the notice of the Engineer - in - Charge that the contractor has engaged any bonded labour.

(j). For any other reasons which the Corporation considers prejudicial to its own interest or to the interest of the public.

**22.** In the event of termination of contract under clause 21 above, the Corporation shall have the right to the get balance work executed by engaging any alternative agency/agencies or incurring expenditure and recover from the contractor, the said expenses/extra expenses incurred in this regard.

- 23.** After termination of the Contract, the work executed by the Contractor shall be jointly measured. In case, the Contractor or his representative does not attend the joint measurement, in spite of being notified in this regard, such measurement shall be carried out by the Corporation on its own and the measurement so arrived at shall be final and binding on the Contractor. The final bill shall be prepared on the basis of such measurement and payment made after affecting deductions of all penalties, recoveries, etc. recoverable from the contractor as per the terms and conditions of the contract.
- 24.** The quoted rates should be inclusive of all taxes & duties. GST/any new taxes will be reimbursed on production of documentary evidence.
- 25.** Conditional tender will be summarily rejected.
- 26.** The Contractor should have P. F No. & GST No. and they will produce documentary evidence for deposit of GST & P. F.
- 27.** All the Instructors deployed by the Contractor shall be enrolled as members of Provident Fund and shall have Universal Account Numbers (UAN).
- 28.** The bills of the Contractor will be cleared subject to the submission of a certificate by him that all the persons employed by him directly or indirectly are registered for EPF and that the contributions due to them have been credited to their respective accounts.
- 29.** Income tax: Income tax as per rules shall be recovered from bills.
- 30.** Duration of contract: 03 months from the date of starting work.
- 31.** Insurance and Execution Agreement should be done by the successful Contractor before the commencement of work without which the Contractor will not be allowed to start the work.
- 32.** Mode of Measurement: The mode of measurement is the number of months of deployment.
- 33.** Penalty: In case of non deployment of the requisite no. of Instructors by the successful tenderer on any working day (Other than holidays/leave as per the Tender), penalty will be imposed by deducting the proportional amount of the contract amount for the affected days considering 30 days for a month.
- 34.** In case payment of Instructors engaged for this work has not been made on stipulated payment day, Corporation shall compel the contractor to stop the work besides taking other suitable steps to make the payment to the workers at risk and cost of the Contractor.
- 35.** There will be no defect liability period for this work.
- 36.** All other terms and conditions shall be applicable as per General Conditions of UCIL's tender norms
- 37.** In case payment not made by the contractor and his bill laying to the company, in case company made payment directly to the staff and same deducted from the contractor retention money/ security money/work done value and also suitable panel action will be initiated against party's.

## PRICE PART

**Schedule of items and quantities for: Deployment of 03 (Three) nos. of full time Instructors  
for Industrial Training Centre (ITC), U.C.I.L. Township, Turamdih;**

**Period of contract: 03 months**

Item no.	Description of item	Qty.	Unit	Rate/month* (Rs.)	Rate in words (monthly)	Grand Total (Rs.) for 03 months
1	Deployment of 03 nos. Instructors for ITC as per direction of Engineer in Charge	03	Month		Rupees _____ _____ _____ only	

**Grand total in words:** \_\_\_\_\_

1. The monthly salary to the Instructors shall be as per NIT (excluding Instructor's contribution of PF, ESI & Bonus at the rates and as applicable from time to time).
2. **The quoted rates should be inclusive of statutory wages, PF, Bonus, ESI, all taxes & duties including GST. GST/any new taxes will be reimbursed on production of documentary evidence.**
3. All the rates must be written in figures and words without which tenders are liable to be rejected. If there is discrepancy between rates in figures and words, then rates in words will be taken as final.
4. Tenderer has to quote the rates based on the N.I.T. Conditions.
5. Conditional tender will be summarily rejected without any prejudice, hence tenderer are advice to quote their rates as per N. I. T conditions.

Signature and seal of Contractor

Date: