

भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र  
पृथ्वी विज्ञान मंत्रालय, भारत सरकार  
"ओशियन वैली", प्रगति नगर (बी. ओ), निज़ामपेट (एस. ओ), हैदराबाद - 500 090  
दूरभाष सं. 040-2388 6002 / 23886074 फैक्स : 040-2389 2910 / 2389 5001  
INDIAN NATIONAL CENTRE FOR OCEAN INFORMATION SERVICES  
Ministry of Earth Sciences, Government of India  
"Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090  
Phone No.040-2388 6002/23886074 Fax: 040-2389 2910/2389 5001

इंकोईस: क्रय: 06/2025

Ref. INCOIS: PUR: 06/2025

दिनांक: 10.04.2026

Date: 10.04.2026

सरकारी ई बाज़ार द्वारा निविदा सूचना आमंत्रण  
**Notice Inviting Tender through Government E Market Place (GeM)**

भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र, हैदराबाद भारत सरकार के पृथ्वी विज्ञान मंत्रालय के अंतर्गत एक स्वायत्त निकाय है।  
Indian National Centre for Ocean Information Services (INCOIS), Hyderabad is an autonomous body under Ministry of Earth Sciences, Government of India.

निम्न विवरणों के लिए पंजीकृत विक्रेताओं से निविदाओं/बोलियों को आमंत्रित किया जाता है। जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल सरकारी ई बाज़ार (जीईएम) <http://gem.gov.in/> द्वारा ऑनलाइन से ही जमा किया जाए। एनआईटी का संक्षिप्त विवरण नीचे दिया जा रहा है।

Tenders/Bids are invited from registered vendors of GeM for the following items. Being a GeM procurement, the bids has to be submitted online through **Government E- Market Place (GeM)** <http://gem.gov.in/> only. The brief details of NIT are appended below.

क्र. सं. Sl. No	कार्य का नाम Name of the Work	बोली संदर्भ सं. Bid Reference No.	बोली संख्या एवं दिनांक Bid Number and Date	बोली समाप्ति की तारीख और समय Bid end date and Time
(1)	प्री-मानसून सफाई, गाद निकासी, मलबा/झाड़ियों को हटाना तथा संबंधित कार्य, INCOIS कैम्पस, हैदराबाद में वर्षा जल संचयन/स्टॉर्म वाटर संचयन झील के लिए। "Pre-Monsoon Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting/Storm Water Accumulation Lake at INCOIS Campus, Hyderabad.	इंकोईस: क्रय: 06/2025 INCOIS: PUR: 06/2025	जीईएम/2026/बी/7434375 दिनांक: 10.04.2026 GEM/2026/B/7434375 dated 10.04.2026	04.05.2026 19:00:00

जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल जीईएम पोर्टल अर्थात बोली/आरए के खाने के अंतर्गत <http://gem.gov.in/> द्वारा ऑनलाइन से ही जमा किया जाए। किसी भी प्रकार की सहायता के लिए कृपया जीईएम पोर्टल की हेल्प लाइन से संपर्क करें। निम्न अधिकारियों से भी संपर्क किया जा सकता है: श्री वी सुब्रह्मण्यम (ईमेल: [manyam@incois.gov.in](mailto:manyam@incois.gov.in) दूरभाष सं. 040 2388 6022)/ श्री दसारी प्रसाद (ईमेल: [dasariprasad@incois.gov.in](mailto:dasariprasad@incois.gov.in) दूरभाष सं 040-2388 6082)

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., [http://gem.gov.in](http://gem.gov.in/) under the Bids/RAs column. For any assistance, please contact help line of GeM portal. The following officials may also be contacted: Mr. V. Subrahmanyam (email: [manyam@incois.gov.in](mailto:manyam@incois.gov.in); Phone No. 040 2388 6022)/Mr. Dasari Prasad (email: [dasariprasad@incois.gov.in](mailto:dasariprasad@incois.gov.in) Phone No. 040-2388 6082).



(V. Subrahmanyam)

प्रशासनिक अधिकारी (क्रय)/ Administrative Officer (Purchase)  
निविदा आमंत्रण प्राधिकारी, इंकोईस/  
Tender Inviting Authority, INCOIS







बिड संख्या/Bid Number: GEM/2026/B/7434375

दिनांक /Dated: 10-04-2026

## बिड दस्तावेज़ / Bid Document

## बिड विवरण/Bid Details

बिड बंद होने की तारीख/समय /Bid End Date/Time	04-05-2026 19:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	04-05-2026 19:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Earth Sciences
विभाग का नाम/Department Name	Department Of Earth Sciences
संगठन का नाम/Organisation Name	Earth Sciences Secretariate
कार्यालय का नाम/Office Name	Indian National Centre For Ocean Information Servi
वस्तु श्रेणी /Item Category	Custom Bid for Services - Pre-Monsoon Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting / Storm Water Accumulation Lake at INCOIS Campus, Hyderabad
समान श्रेणी/Similar Category	<ul style="list-style-type: none"><li>Hiring of Earth Moving Equipments, Material Handling Equipments and Cranes (per Hour basis)</li><li>Cleaning, Sanitation and Disinfection Service - Outcome Based</li></ul>
अनुबंध अवधि /Contract Period	1 Month(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	4 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Turnover	Yes   Partial   Turn over value - 2 (in lakhs)
टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Turnover	Yes   Partial   Turn over value - 2 (in lakhs)

<b>बिड विवरण/Bid Details</b>	
<b>विक्रेता से मांगे गए दस्तावेज़/Document required from seller</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?</b>	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
<b>बिड लगाने की समय सीमा स्वतः नहीं बढ़ने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension</b>	3
<b>दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended</b>	7
<b>ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count</b>	1
<b>बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled</b>	No
<b>बिड का प्रकार/Type of Bid</b>	Single Packet Bid
<b>तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation</b>	3 Days
<b>अनुमानित बिड मूल्य / Estimated Bid Value</b>	782000
<b>मूल्यांकन पद्धति/Evaluation Method</b>	Total value wise evaluation
<b>मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required</b>	Yes
<b>मध्यस्थता खंड/Arbitration Clause</b>	Yes ( <u>Arbitration clause document</u> ) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 Arbitration should not be routinely included in contracts
<b>सुलह खंड/Mediation Clause</b>	Yes ( <u>Mediation clause document</u> ) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 mediation clause should not be routinely included in contracts and pre-litigation mediation can be taken up without any such clause also

#### ईएमडी विवरण/EMD Detail

<b>एडवाइजरी बैंक/Advisory Bank</b>	State Bank of India
<b>ईएमडी राशि/EMD Amount</b>	16000

## ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

### लाभार्थी /Beneficiary :

DIRECTOR INCOIS

Payable at Hyderabad, Indian National Centre for Ocean Information Services, Ministry of Earth Sciences, Pragathi Nagar, Hyderabad-90

(Director Incois)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

### एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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### एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within $L1+X\%$	15

1. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in

bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the OM No.1 4 2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

6. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

7. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

8. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :**

PRICE BID - [1775824878.xlsx](#)

**अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required**

**Introduction about the project /services being proposed for procurement using custom bid functionality:**[1775822317.pdf](#)

**Scope of Work:**[1775822325.pdf](#)

**Payment Terms:**[1775822333.pdf](#)

**GEM Availability Report ( GAR):**[1775824289.pdf](#)

**Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:**[1775824298.pdf](#)

**Custom Bid For Services - Pre-Monsoon Cleaning, Desilting, Removal Of Debris/Bushes And Allied Works For The Rain Water Harvesting / Storm Water Accumulation Lake At INCOIS Campus, Hyderabad ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
कोर / Core	

विवरण/ Specification	मूल्य/ Values
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Pre-Monsoon Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting / Storm Water Accumulation Lake at INCOIS Campus, Hyderabad
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Reddipalli Velangini Giridhar	500090,Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Government of India, Ocean valley, Pragathi Nagar BO, Nizampet SO, Hyderabad - 50090 INDIA	Project / Lumpsum Based	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

**1. Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

**2. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**Pre-Monsoon Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting / Storm Water Accumulation Lake at INCOIS**

## **S Campus, Hyderabad**

**Contract completion Period:** The completion period for the entire work shall be within one (01) month from the date of issue of Work Order / Purchase Order (PO).

### **Payment terms:**

- i) 100% payment will be released within 15 days after completion of the entire work viz., **Cleaning, Desilting, Removal of Debris/Bushes and Allied Works of the lake** and submission of Ink Signed Original Invoice along with the following:
  - joint measurement of quantities;
  - recording of pre- and post-desilting levels
  - submission of photographs;
  - certification that excavated material has been removed/disposed at approved location;
  - certification that lake bed and slopes have been dressed and site cleaned;
  - submission of final completion report.

### **Note:**

- a) Payment shall be made on the basis of **actual quantities executed and measured jointly**, as certified by the INCOIS Engineer.
- b) The first & final bill shall be paid after full completion of the work and submission of all required records as per point (i) above.
- c) Payment for excavation/desilting shall be made in cubic metres based on net measured quantity in original position.
- d) Payment for carriage/disposal shall be made only on accepted measured quantity transported to approved location.
- e) The lump-sum/allied item, if retained in BOQ, shall be payable only after satisfactory completion of all residual and incidental works not specifically covered under measured items but required for full completion.

Statutory deductions such as GST-TDS, IT-TDS, labour cess, or any other deductions as applicable shall be made.

### **3. Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

### **4. Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

## अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer, is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

**This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.**

**However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.**

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---धन्यवाद/Thank You---**



INCOIS: PUR: 06 /2025

10.04.2026

**Request for the Proposal to provide Pre-Monsoon Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting / Storm Water Accumulation Lake at INCOIS Campus, Hyderabad**

Dear Sirs,

On behalf of Director, INCOIS bids are invited in "Single Bid System" (Techno - Commercial Bid) from vendors for Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting / Storm Water Accumulation Lake.

1.	Name of the work	:	Pre-Monsoon Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting / Storm Water Accumulation Lake at INCOIS Campus, Hyderabad
2.	BID Reference No.	:	INCOIS: PUR: 06/2025 dt. 10.04.2026
3.	Earnest Money Deposit (EMD)	:	Rs. 29,000/- (Rupees Twenty Nine thousand only)
4.	Last date for seeking clarifications	:	April 20, 2026 – 11.00 am
5.	Due date for Bid submission	:	May 04, 2026 - 05.00 pm
6.	Bid opening date	:	May 04, 2026 – 05.30 pm

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., <https://gem.gov.in>.

Postal Address	Location
Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090	Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Survey No.342/3, Beside ALEAP, Near Pragathi Nagar, Opp. JNTU-Kukatpally, Hyderabad 500 090, Ph.No.040-2388 6000,

**Index:**

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**1. Introduction**

Indian National Centre for Ocean Information Services (INCOIS), an autonomous institute under the Ministry of Earth Sciences, Government of India, has developed rain water harvesting and storm water accumulation facilities within its campus for conservation of rainwater, groundwater recharge support, and sustainable campus water management. One such rain water accumulation lake within the INCOIS campus requires pre-monsoon cleaning/desilting for restoration of its effective storage capacity and to ensure proper collection and retention of rainwater during the ensuing monsoon season. Over a period of time, the lake bed and side slopes have accumulated silt, debris, bushes, weeds, shrubs, and other unwanted growth/materials, which require systematic removal and proper disposal.

Accordingly, INCOIS intends to engage an experienced agency for **pre-monsoon cleaning, desilting, removal of debris/bushes and allied works** for the said lake at INCOIS Campus, Hyderabad, in accordance with the Bill of Quantities, technical specifications, CPWD specifications, and directions of the Engineer-in-Charge.

The work shall be executed carefully, scientifically, and in an environmentally responsible manner so as to restore the lake in a neat, clean, and functional condition, without causing damage to adjoining campus infrastructure, storm water drains, roads, utilities, retaining edges, fencing, pathways, plantations, or other services. Bidders are advised to inspect the site and acquaint themselves with the actual extent of silt, bushes, access conditions, disposal logistics, working space, and all local conditions before quoting. No extra claim on account of ignorance of site conditions shall be entertained.

**2. SCOPE OF WORK** The scope of work shall include, but not be limited to, the following:**2.1 General Scope**

- a) Pre-monsoon cleaning of the rain water accumulation lake, including removal of accumulated silt, soft soil, sludge, debris, bushes, shrubs, wild vegetation, floating waste, and all unwanted material from the lake bed, side slopes, berms, edges, inlet/outlet zones, and adjoining disturbed areas, as directed by the Engineer-in-Charge.
- b) Cutting, uprooting, collection and disposal of bushes, rank vegetation, weeds, shrubs, reeds, floating organic matter, plastic waste, litter, and similar unwanted materials from the lake and its immediate periphery as required for proper cleaning and desilting.
- c) Excavation/desilting of accumulated earth, silt, sludge, and other deposited material by mechanical means and/or manual means, as required at site, to restore the intended bed levels, slopes, and storage capacity of the lake.
- d) Loading, carriage, unloading, stacking/spreading, and disposal of the excavated/desilted material to the location identified/approved by INCOIS, within the lead covered under the BOQ and directions of the Engineer-in-Charge.

- e) Dressing, trimming, and finishing of lake bed and side slopes after desilting, to the profile and levels directed by the Engineer-in-Charge.
- f) Removal of all floating debris and loose waste from the water spread area, if any.
- g) Protection of existing campus roads, storm water drains, chambers, pipelines, cables, fencing, pavements, trees, landscaping, and any nearby utilities during execution.
- h) Maintaining proper housekeeping at all times and handing over the lake area in a neat, clean, and serviceable condition after completion.

**2.2 Items deemed included in scope** Unless separately provided in the BOQ, the quoted rates shall be deemed to include:

- i. labour, machinery, excavator/JCB, tippers/tractors, tools and plants, fuel, operators, helpers, supervision, barricading, caution boards, PPE, watch and ward, approach arrangements, and all incidental works;
- ii. cutting and uprooting of bushes and vegetation coming in the way of cleaning/desilting;
- iii. collection and disposal of floating debris, muck, rubbish, and waste;
- iv. dressing of bed and slopes after excavation;
- v. making temporary ramps/access for machinery and restoring the same after completion;
- vi. removal of slush, sticky material, and handling of wet excavated material;
- vii. dewatering/bailing out water to the extent necessary for proper measurement and execution, unless specifically prohibited by the Engineer-in-Charge;
- viii. all leads, lifts, loading/unloading, rehandling, royalty, statutory levies, and local operational requirements necessary for satisfactory completion of the work.

### **2.3 Disposal of excavated material**

- a) Excavated/desilted material shall be disposed only at locations approved by INCOIS/Engineer-in-Charge.
- b) No excavated material shall be dumped indiscriminately within the campus, on roads, near drains, on landscaped areas, or in any place likely to obstruct flow, access, or aesthetics.
- c) If directed by INCOIS, suitable earth/silt may be utilized within the campus for low-lying area filling/leveling. No extra payment shall be made unless specifically provided in the BOQ.
- d) The contractor shall ensure that no spillage remains on roads or movement areas. Any spillage shall be cleaned immediately at no extra cost.

## **3. Technical Specifications and Execution Requirements:**

**3.1. General:** The work shall be carried out in accordance with:

- a) CPWD Specifications for Earth Work and related civil works, as applicable;
- b) relevant provisions of the latest applicable CPWD Works Manual/good engineering practice;
- c) directions of the Engineer-in-Charge.

### **3.2 Method of execution**

- a) The contractor shall first carry out site cleaning and removal of visible debris, floating waste, bushes, weeds, shrubs, and unwanted vegetation.
- b) Desilting/excavation shall then be carried out by mechanical means and/or manual means as required, in a phased and controlled manner, so that the lake bed and side slopes are restored without disturbing adjoining areas.
- c) The contractor shall avoid over-excavation. Any over-excavation beyond the levels approved by the Engineer-in-Charge shall be made good by the contractor at his own cost in the manner directed by the Engineer-in-Charge.
- d) The contractor shall ensure that the cleaned lake has proper bed profile, neat side slopes, and unobstructed rainwater inflow/outflow paths.
- e) Any hard patches, roots, stumps, embedded debris, plastic waste, stones, or other objectionable materials encountered within the desilting zone shall be removed as part of the work.
- f) The lake area shall not be left in a partially unsafe condition at the close of each day's work. Suitable barricading, caution signs, and safety control shall be maintained.

### **3.3 Protection of site and surroundings**

- a) The contractor shall protect existing campus property including compound walls, fencing, drains, culverts, roads, paving, pipelines, chambers, electric cables, poles, trees, and landscape features.
- b) Any damage caused during execution shall be rectified by the contractor at his own cost to the satisfaction of INCOIS.

### **3.4 Machinery and manpower**

- a) The contractor shall deploy adequate machinery such as excavators/JCBs, tippers/tractors, pumps, tools and sufficient manpower for timely completion.
- b) The contractor shall deploy competent supervisory staff at site throughout execution.

### **3.5 Environmental and safety requirements**

- a) Burning of bushes, vegetation, plastic, or waste within the campus shall not be permitted.
- b) The contractor shall ensure safe disposal of waste and excavated material.
- c) The contractor shall provide PPE to all workers and follow safe working practices.
- d) The contractor shall be solely responsible for safety of men, machinery, and third parties.

## **4. Measurements and Basis of Payments**

### **4.1 Initial measurements / benchmark**

- a. Before commencement of desilting/excavation, the contractor shall jointly take initial levels of the lake bed, side slopes, and reference points with the Engineer-in-Charge or his authorized representative.
- b. A permanent or semi-permanent benchmark shall be identified/fixed for the work.
- c. Initial measurements shall be recorded through level book and/or cross-sections/grid levels at suitable intervals as directed by the Engineer-in-Charge, depending on the lake geometry and extent of desilting.
- d. Photographs of the site before commencement shall also be taken as part of the record.

### **4.2 Final measurements**

- a. After excavation/desilting, final levels shall be jointly recorded.
- b. Quantity of excavation/desilting payable shall be worked out based on the difference between initial and final levels/sections in the original position, in cubic metres.
- c. Measurement shall be based on actual net quantity removed from the lake in original position and accepted by the Engineer-in-Charge.
- d. No payment shall be made based on loose truck measurement, heap measurement, or on account of swell/shrinkage of excavated material.

### **4.3 Carriage measurement**

- a. Carriage/disposal shall be paid only on the basis of quantity of excavated/desilted material measured and accepted under excavation item, subject to actual lifting and transportation to approved disposal point.
- b. No separate payment shall be made for intermediate stacking, rehandling, double handling, spreading, unloading delays, traffic restrictions, or idle time.

### **4.4 No payment shall be made for**

- i. over-excavation beyond approved limits;
- ii. slips/falls of excavated sides due to contractor's negligence;
- iii. re-excavation due to improper work;
- iv. material not removed to approved location;
- v. unauthorized dumping;
- vi. regrowth or re-accumulation caused by contractor's incomplete cleaning before final acceptance.

#### **4.5 Ancillary activities**

All allied works such as bush removal, debris clearance, dressing, slope trimming, spillage cleaning, barricading, safety arrangements, dewatering, and temporary access arrangements shall be deemed included in the quoted rates unless specifically provided as separate BOQ items.

### **5. Technical Specifications for Tender:**

#### **5.1. Cleaning of lake area**

The lake and surrounding work area shall be cleaned of bushes, rank vegetation, weeds, shrubs, roots, floating waste, and debris to enable proper desilting and restoration of the storage area.

#### **5.2 Excavation / desilting**

Earth work in excavation/desilting shall be carried out by mechanical means (hydraulic excavator/JCB) and/or manual means over areas, including getting out and disposal of excavated material, complete as directed by the Engineer-in-Charge.

The excavation shall broadly correspond to all kinds of soil/silt/sludge deposited in the lake and shall be executed carefully to achieve required formation/profile.

#### **5.3 Disposal / carriage**

Excavated material shall be loaded, transported, unloaded, and spread/stacked at approved location complete. The contractor shall make his own arrangement for vehicles and movement.

#### **5.4 Finishing**

After completion of desilting, the bed and slopes shall be neatly dressed and finished. The lake shall be left free from bushes, debris, loose earth heaps, and obstructions.

#### **5.5 Records to be submitted**

The contractor shall submit:

- a) pre-work photographs;
- b) mid-progress photographs;
- c) post-completion photographs;
- d) level books / cross-section records;
- e) disposal details/vehicle movement records, if required by INCOIS;
- f) Completion report.

### **6. ELIGIBILITY CRITERIA**

- The Bidders must be a Company registered under Indian Company Act 1956/Companies Act, 2013 or firms registered under any applicable Indian statute (Partnership Act, LLP Act etc).. Registration certificate to be submitted. Proofs for Registration of company, PAN and GST certificates to be submitted.
- The bidder should have an average annual financial turnover of Rs. 3.90 lakhs or more during the last three years ending March 31, 2025. .Proof of turnover issued by the Chartered Accountant to be submitted.
- Bidders should have past experience in similar nature of civil works in past three years out of which:
  - a) one work of value Rs.6.25 lakhs or more or
  - b) two works of value Rs. 3.90 lakhs or more or
  - c) three works of value Rs. 3.12 lakhs or more.

At least one similar work must be carried out with any central govt, state govt, PSUs or other Govt Bodies. Client certificates / Work Completion Certificate / Experience certificate & photographs along with the P.O no. as a reference to be enclosed in this regard.

- Self-declaration that bidder is not debarred by MoES or its institutions as on the date of bid submission
- Earnest Money Deposit (EMD): As per clause 07 of the General Terms and Conditions under section 08.
- Escalation matrix with full contact details, for the resolution of reported issues during contract period.

- **Start ups:** In order to promote make in India and startups, the prior turnover for all startups shall be relaxed partially subject to their meeting of quality, technical specifications and bid conditions as per bid. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry. Applicable certificate should be enclosed.
- Bidder's offer is liable to be rejected if they don't upload any of the certificates/ documents sought in the Bid document, ATC and corrigendum if any.

7. **Contents of the Bid:** The quote should be submitted in Single bid format Techno Commercial Bid.  
NOTE:

The documentary proof attached should be legible and relevant

Offers without (i) the copy of relevant POs without the work completion certificate (ii) Client Certificate without Signature, Date and Contact details of the client-side signatory (iii) duly filled-in Technical Compliance Statement (iv) duly filled-in un-priced bid, will not be considered for further evaluation.

Part/conditional/incomplete bids will not be accepted.

#### 7.1 Table 1 - Technical Compliance Statement

a) General :

S No	Description	Compliance status Yes / No	Page number against the Proof attached.	Remarks/ Deviations , if any						
1.	Name of the Bidder									
2.	The bidder is a 1) Registered Indian under Indian Company Act 1956 / 2) Proprietary /3) OEM/(s) /4) System Integrator/5) Others									
3.	Bidder Address and contact details like E Mail , Phone etc.,									
4.	MSE / NSIC certificate details if any  Registration/ License from the Government:  GST Registration No.  PAN Number									
5.	Bank details of the firm:									
6.	Single Point of Contact : Name E-Mail Ph No.									
7.	Bidder should provide list of clients and their contact details and the installation/commissioning reports									
8.	The Bidder should provide solvency certificate									
9.	The bidder should have an average annual financial turnover of Rs. 3.90 lakhs or more during the last three years ending March 31, 2025. .Proof of turnover issued by the Chartered Accountant to be submitted.									
	<table border="1"> <thead> <tr> <th>Financial year</th> <th>Details of Turnover (in INR)</th> <th>Details of Net worth (in INR)</th> </tr> </thead> <tbody> <tr> <td>2024-25</td> <td></td> <td></td> </tr> </tbody> </table>	Financial year	Details of Turnover (in INR)	Details of Net worth (in INR)	2024-25					
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S No	Description			Compliance status Yes / No	Page number against the Proof attached.	Remarks/ Deviations , if any								
	2023-24													
	2022-23													
10.	<p>Bidder should have past experience in similar nature of civil works in past three years out of which:</p> <p>a) one work of value Rs.6.25 lakhs or more or</p> <p>b) two works of value Rs. 3.90 lakhs or more or</p> <p>c) three works of value Rs. 3.12 lakhs or more.</p> <p>At least one similar work must be carried out with any central govt, state govt, PSUs or other Govt Bodies. Client certificates / Work Completion Certificate / Experience certificate &amp; photographs along with the P.O no. as a reference to be enclosed in this regard.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Sl.No</th> <th>Contract Order details</th> <th>Period of contract</th> <th>Contract Value (in INR)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Sl.No	Contract Order details	Period of contract	Contract Value (in INR)							
Sl.No	Contract Order details	Period of contract	Contract Value (in INR)											
11.	Earnest Money Deposit (EMD) : As per clause 07 of the General Terms and Conditions under section 08.													
12.	Escalation matrix with full contact details, for the resolution of reported issues during contract period.													
13.	<p><b>Start ups:</b> : In order to promote make in India and startups, the prior turnover for all startups shall be relaxed partially subject to their meeting of quality, technical specifications and bid conditions as per bid. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce &amp; Industry. Applicable certificate should be enclosed.</p>													

Bidders should fill and submit the technical compliance sheet along with supporting documents along with Techno-Commercial bid. Offers received without the compliance sheet will be summarily rejected.

**Commercial Bid:**

**NOTE:**

- Bidder has to quote for all the components given in the Price bid. Hence, please indicate as Yes or No in the table given below.
- Bidder should upload the price breakup (In the commercial bid cover in .xls (MS Excel) format). Also in the following format on bidder letter head duly signed and stamped by the authorized signatory.
- Part/conditional/incomplete quotations will not be accepted.
- Price bids submitted in any other formats will be summarily rejected.

**7.2 Table - 2- Price Bid format**

S.No	Item Description	UOM	Quantity	Please confirm whether prices are Quoted in commercial bid or not. (Yes / No) Please do not mention/quote prices here.

1	<b>ExcavationEarth</b> Earth work in excavation by mechanical means (Hydraulic excavator) / manual means over areas (exceeding 30 cm in depth, 1.5 m in width as well as 10 sqm on plan) including getting out and disposal of excavated earth lead upto 50 m and for all lift, as directed by Engineer-in-charge. 2.6.1 All kinds of soil	CUM	2000	
2.	<b>Transportation:-</b> Carriage of Materials - Earth / Manure / Sludge / Rock	CUM	2000	
	Any other item required for satisfactory completion of the works which are not listed above.	LS	01	

#### 8. General Terms and Conditions:

Point No.	Details
1.	<b>Validity of Offers:</b> Bid should have a validity period of 90 days from the bid closing date
2.	The bidder should specifically/particularly state GST if any applicable as extra and the rate at which the same is chargeable, failing which, the prices quoted will be deemed to be inclusive of such levies. If a particular bidder is not registered under the GST Act, the prices quoted by him will be treated as net and inclusive of all taxes and statutory levies and that any future claims made by him for reimbursement of those levies on account of retrospective registration under the GST Act will under no circumstances be entertained by the INCOIS and that liability for payment of these levies will be wholly and exclusively that of the bidder quoting against our bid
3.	<b>* Acceptance of the order:</b> The Successful bidder shall formally accept the Purchase order Within 10 days from the date of issue of the PO/Order. If the acceptance communication is not received within 10 days, then PO would be deemed to have been as accepted and binding on the successful bidder.
4.	<b>Contract completion Period:</b> The completion period for the entire work shall be within one (01) month from the date of issue of Work Order / Purchase Order (PO).
5.	<b>Defect Liability Period:</b> 1 year from the final Completion and acceptance date of the Work.
6.	<p><b>Payment terms:</b></p> <p>i) 100% payment will be released within 15 days after completion of the entire work viz., <b>Cleaning, Desilting, Removal of Debris/Bushes and Allied Works of the lake</b> and submission of Ink Signed Original Invoice along with the following:</p> <ul style="list-style-type: none"> <li>• joint measurement of quantities;</li> <li>• recording of pre- and post-desilting levels</li> <li>• submission of photographs;</li> <li>• certification that excavated material has been removed/disposed at approved location;</li> <li>• certification that lake bed and slopes have been dressed and site cleaned;</li> <li>• submission of final completion report.</li> </ul> <p>Note:</p> <p>a) Payment shall be made on the basis of <b>actual quantities executed and measured jointly,</b></p>

	<p>as certified by the INCOIS Engineer.</p> <p>b) The first &amp; final bill shall be paid after full completion of the work and submission of all required records as per point (i) above.</p> <p>c) Payment for excavation/desilting shall be made in cubic metres based on net measured quantity in original position.</p> <p>d) Payment for carriage/disposal shall be made only on accepted measured quantity transported to approved location.</p> <p>e) The lump-sum/allied item, if retained in BOQ, shall be payable only after satisfactory completion of all residual and incidental works not specifically covered under measured items but required for full completion.</p> <p>f) Statutory deductions such as GST-TDS, IT-TDS, labour cess, or any other deductions as applicable shall be made.</p>
7.	<p><b>Earnest Money Deposit (EMD):</b> Bid Security (BS) Rs.29,000/- (Rupees twenty nine thousand only) has to be submitted as per the following form/ options:</p> <ol style="list-style-type: none"> <li>1. Demand Draft</li> <li>2. Insurance Security Bond</li> <li>3. e-Bank Guarantee</li> <li>4. Fixed Deposit in favour of Director, INCOIS payable at Hyderabad with validity for a period of 45 days beyond the bid validity period.</li> <li>5. Online payment through NEFT/RTGS as per Bank details given below:</li> </ol> <p><b>Name of the Bank: SBI, HAL Campus</b>  <b>Branch: HAL Campus</b>  <b>Account Name: Director, INCOIS</b>  <b>Account No.10442322840</b>  <b>IFSC Code: SBIN0001676</b></p> <p>The scanned copy of the same is to be uploaded to the GeM Portal while submitting the bid. Bank Guarantee should be sent by the issuing banker directly to the office of INCOIS, Hyderabad.  The original DDs / Financial instruments if any should reach to INCOIS within 5 working days of Bid opening, failing which the bid may treated as incomplete &amp; may lead to rejection of the bid by buyer without making any reference to the bidder.</p>
8.	Bidder shall provide a single point of contact (SPOC) and escalation matrix (name/phone/email) for coordination during execution and warranty period.
9.	Bidder should provide list of clients and their contact details
10.	The bids submitted without EMD (as per clause 07 under section 08 of General terms and conditions) will be summarily rejected and no further communication in this regard will be entertained.
11.	Proof for fulfilment of eligibility criteria should be submitted along with the bid.
12.	Bidder must submit technical compliance statement for all the specifications along with the detailed data sheets/ catalogues. Relevant remarks can be provided in the compliance statement if required. Quotations without technical compliance will not be considered.
13.	<b>Start ups:</b> In order to promote make in India and startups, the prior turnover for all startups shall be relaxed partially subject to their meeting of quality, technical specifications and bid conditions as per bid. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry. Applicable certificate should be enclosed.
14.	If any loss or damage is caused to INCOIS property by workmen deployed by the successful bidder, the cost of the same will be recovered from the successful bidder.

15.	<p><b>Liquidated Damages;</b> if the Successful Bidder fails to perform the Works/ Services within the time frame(s) incorporated in the contract, the Procuring Entity shall, without prejudice to other rights and remedies available to the Procuring Entity under the contract, deduct from the contract price, as agreed liquidated damages, but not as a penalty, a sum equivalent to the ½% percent (or any other percentage if prescribed in the contract) of the delivered price (including elements of GST &amp; freight) of the delayed Goods and/ or incidental Works/ Services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% (or any other percentage if prescribed in the contract) of the delayed Goods’ or incidental Works/ Services’ contract price(s).</p>
16.	<p><b>Force Majeure Clause:</b> On the occurrence of any unforeseen event, beyond the control of either Party, directly interfering with the delivery of Services arising during the currency of the contract, such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the affected Party shall, within a week( 7 days) from the commencement thereof, notify the same in writing to the other Party with reasonable evidence thereof. Unless otherwise directed by the Procuring Entity in writing, the contractor shall continue to perform its obligations under the contract as far as reasonably practicable and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. If the force majeure condition(s) mentioned above be in force for 90 days or more at any time, either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days’ notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other, save and except those which had occurred under any other clause of this contract before such termination.</p>
17.	<p>The Contractor shall ensure safety and security of all workforce employed for this work and equipments provided by him under the Contractor until all the works entrusted are completed in all respects and taken over by INCOIS. In the event of damages except under force majeure clause ie., fire, wind, rain, floods or through any hazards, pilferage, other natural calamities etc., the Contractor shall make good the damaged works and restore the same to the original condition without any additional cost.</p>
18.	<p>The Bids shall be uploaded only after signature by a duly authorized officer of bidder who is bidding</p>
19.	<p>If any Bidders with draws his bid after price bid is opened, with in the validity period or makes any modifications in the terms and conditions of bid the EMD will be forfeited.</p>
20.	<p>Director, INCOIS reserves the right terminate the contract either whole or part of the contract with one month notice and bidder shall not have any claim whatsoever on this account.</p>
21.	<p>The acceptance of the bid will solely rest with the Director, INCOIS, who does not bind himself to accept the lowest or any other bid. No reasons will be furnished for acceptance or rejection of any bid.</p>
22.	<p>In case of any unresolved dispute or differences arising at any time between this Institute and the firm holding the contract, these shall be resolved in terms of the Arbitration and Conciliation Act 1996 and held at Hyderabad, Telangana, India only. Further, this contract is subject to laws of India alone. The arbitration process shall commence within 30days of a dispute notice, and the decision of the Arbitrator(s) shall be final and binding on both the parties.</p>

**9. Technical Clarifications through GeM Portal Only :-** If bidder requires any clarifications on any point of this document, he may submit through GeM Portal only and replies will be furnished by INCOIS through GeM Portal.

If any correspondence / Clarifications are received outside GeM, despite above clear instructions such correspondence/ Clarifications will be ignored by INCOIS.

**Declaration**

I, \_\_\_\_\_ son/daughter of \_\_\_\_\_ aged \_\_\_\_\_ years and residing at \_\_\_\_\_ State and sole proprietor /managing partner /director of \_\_\_\_\_, after having read and understood the bid document No..... dated..... floated by the Institute, hereby undertake that I agree to and shall abide by the terms and conditions prescribed in the said bid document for engagement of service provider for **Pre-Monsoon Cleaning, Desilting, Removal of Debris/Bushes and Allied Works for the Rain Water Harvesting / Storm Water Accumulation Lake at INCOIS Campus, Hyderabad**

Signature of the Bidders/Authorised Signatory & date

Name

OFFICE SEAL,

Address

**Note: The bidder /Bidders has to sign & stamp on all pages of bid document and upload the same**

**BANK GUARANTEE FORMAT FOR BID SECURITY:**

**Annexure-I**

Whereas.....<sup>1</sup> (hereinafter called "the Bidder") has submitted its bid dated.....(date of submission of bid) for the supply of .....(name and / or description of the goods) (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE .....(name of bank) of .....(name of country), having our registered office at .....(address of bank) (hereinafter called "the Bank"), are bound unto.....(name of Purchaser) (hereinafter called "the Purchaser") in the sum of \_\_\_for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_day of \_20 \_\_\_\_.

THE CONDITIONS of this obligation are:

1. If the Bidder Withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:
  - (a) fails or refuses to execute the Contract Form if required; or
  - (b) fails or refuses to furnish the performance security, in accordance with the instruction to Bidders.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and Including 45days after the period of bid validity i.e, up to..... And any demand in respect thereof should reach the bank not later than this date.

(Signature of the Bank)

Name of the Bidder