NOTICE INVITING TENDER

No.NAL/GH/2015-16/S.VI March 05, 2015

PROVIDING MANPOWER FOR MAINTENANCE OF GUEST HOUSE AT CSIR-NAL, BENGALURU

Sealed tenders are invited on behalf of Director, CSIR-National Aerospace Laboratories, Bengaluru from Bengaluru based, renowned, experienced, well established and registered agencies/organizations/contractors for providing manpower for maintenance of Guest House at CSIR-NAL, Bengaluru. The details of the services to be provided are as follows:-

<table>
<thead>
<tr>
<th>Description of work</th>
<th>Validity of the contract</th>
<th>Cost of the tender</th>
<th>EMD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Providing manpower for maintenance of Guest House at CSIR-NAL, Bengaluru</td>
<td>Contract period shall be for a period of one year. However, with a provision to extend the contract by one more year subject to satisfactory performance.</td>
<td>₹500/- (non-refundable)</td>
<td>₹75,000/-</td>
</tr>
</tbody>
</table>

Eligibility criteria for short listing of contractors/agencies:

1. Contractor/Agency having 3-5 years experience in providing manpower to Government establishments/public sector undertakings/R&D Institutions/established private sectors/other similar organizations.
2. Based on the Clientele list provided by the agency with the performance certificates.
3. Financial status of the agency.
4. Infrastructure of the agency.

The Contractors/agencies have to meet the following statutory requirements at the time of submitting their applications.

1. Establishment Registration Certificate.
2. Licence issued by ALC, if any.
3. Registration certificate with ESIC & EPF Authorities.
4. Relevant experience certificate for 3-5 years with value of the contract.
5. Copies of Income Tax Returns for last three years.
7. Copy of PAN card.
8. Firm’s official address at Bengaluru with full details.
9. Any other statutory obligations as are required to be complied with from time to time.
How to apply:

The Contractor/Agency fulfilling the eligibility criteria as evidenced from their documents may obtain the tender forms either by post or in person from the Section Officer, Section-VI, 2nd Floor, Administrative Block, NAL, Kodihalli by remitting Cash between 9.00 AM to 11.00 AM or by Demand Draft/Banker's cheque for ₹500/- drawn in favour of "The Director, NAL" payable at Bengaluru on all working days (Monday to Friday) from 9.00 AM to 4.00 PM during the period from 05.03.2015 to 20.03.2015. The completed tender documents in all respects along with EMD in the form of DD super scribining the Name of the work and due date on the envelope, if sent by post, should reach the following address:

The Director
National Aerospace Laboratories
PB No.1779, Kodihalli
HAL Airport Road
BENGALURU – 560 017

or

to be dropped in the quotation box kept at the Reception Complex/Main Gate, NAL, Bengaluru, latest by 10.30 AM on 23.03.2015 and will be opened on the same day at 11.30 AM at Seminar Hall, KTMD, CSIR-NAL, Bengaluru. If any relative of the Tenderer is an employee of NAL, the name, designation and relationship of such employee shall be intimated in writing, while submitting the tender.

The dates to remember are indicated below:

1. Commencement of issue of tender forms 05.03.2015
2. Last date of issue of tender forms 20.03.2015
3. Last date of receipt of completed application/quote by post or in person 23.03.2015 till 10:30 AM
4. Opening of the tender 23.03.2015 at 11:30 AM

Tenders received after the specified date and time, submitted without EMD and incomplete tenders are liable to be rejected. The tenders will be opened in the presence of contractors who choose to be present. The Director, NAL, reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever and his decision in the matter shall be final and binding.

Sd/-
Sr CONTROLLER OF ADMINISTRATION