

TENDER NO: GAPL/PUR/ADMN/Cont.Labour/2024-2025

**BID DOCUMENT**

**TENDER FOR SUPPLY OF  
DAILY WAGE LABOUR SERVICES TO GAPL FACTORY**



**GOA ANTIBIOTICS & PHARMACEUTICALS LTD  
SUBSIDIARY OF HLL LIFECARE LIMITED  
A GOVERNMENT OF INDIA ENTERPRISE  
NEAR TUEM INDUSTRIAL ESTATE  
TUEM, PERNEM-GOA. 403512  
PH NO. 0832 2201416/7  
FAX NO. 0832 2201278  
MAIL ID: [pur@gpalgoa.com](mailto:pur@gpalgoa.com).  
WEBSITE: [www.gaplgoa.com](http://www.gaplgoa.com)**

## **NOTICE INVITING TENDER**

Sealed tenders (Two Bid system) are invited from experienced and registered Labour Contractors for providing services of unskilled/Semiskilled workmen as below our factory at Tuem Pernem Goa on daily wage basis in line with the terms and conditions enclosed vide Annexure-B for a period of **one year**. Period of contract and no. of workers is at the discretion of the company.

<b>Sl.</b>	<b>Name of work</b>	<b>Approx. Qty. of Workers required per day</b>	<b>Tender Fee Rs.</b>	<b>E.M.D Rs.</b>
1	Providing services of Unskilled / Semiskilled workmen	10 Nos. +/-	590.00	10000.00

1. Tender Forms shall be obtained from the office of Goa Antibiotics & Pharmaceuticals Ltd, Tuem Pernem Goa during office hours on all working days from **22.03.2024 to 28.03.2024 between 10.00 am to 04.00 pm**. Tender documents can also be downloaded from our website [www.gaplgoa.com](http://www.gaplgoa.com).
2. Tender Fee of Rs. 590.00 & E.M.D of Rs.10000.00 is to be enclosed along with Technical Bid, in the form of D.D drawn in favour of Goa Antibiotics & Pharmaceuticals Ltd, payable at SBI Pernem. MSE registered company are exempted from the Tender Fee & EMD only against the submission of UDYAM.
3. Party should be ready to attend negotiation at their own expenses at GAPL factory at Tuem or at the place fixed by the Company.

**LAST DATE FOR SUBMISSION OF TENDERS : 28.03.2024 13:00 Hrs.**

**DATE OF OPENING TECHNICAL BID : 28.03.2024 15:00 Hrs.**

**DATE OF OPENING OF PRICE – BID WILL BE INTIMATED TO QUALIFIED BIDDERS ONLY.**

**Asst. Manager Purchase.**

## **Minimum Eligibility Criteria**

1. The applicants who meet the following criteria only shall be considered for pre-qualification

1.1) The applicant should have executed at least **one contract** of value **Rs. 25 Lakhs** for providing labourers in a reputed industry for a continuous period of one year during last 5 years, ending on 31/03/2023

**OR**

1.2) The applicant should have executed at least **Two contracts** of value **Rs. 10 Lakhs** for providing labourers in a reputed industry for a continuous period of one year during the last 5 years, ending on 31/03/2023

**OR**

1.3) The applicant should have executed at least **Three contracts** of value **Rs. 5 Lakhs** for providing labourers in a reputed industry for a continuous period of one year during the last 5 years, ending on 31/03/2023

Copy of work order / Purchase orders and work completion certificates issued by the clients must be enclosed along with the Technical Bids as a proof for successful execution of the work.

2. The turnover of the applicant should not be less than 10 Lakhs during the last year (2022-23). A Certificate (Mentioning the yearly Turnover) from Chartered Account should be enclosed along with the Technical Bids.

3. The Applicant should have PAN, GST registration and PF code.

4. Preference shall be given to the parties having ESI code.

**Annexure-B****GENERAL TERMS & CONDITIONS**

1. Section 101(Exemption of occupier or Manager from liability) of chapter X under the Factories Act 1948 (All LXIII f 1948)(23<sup>rd</sup> sept.1948) is applicable
2. The contractor should have a valid license issued by the Authorities under the Contract Labour (Regulation & Abolition) Act 1970 and also hold due Registration as an Establishment under the Shops & Commercial Establishment Act.
3. The contractor will ensure that his employees are engaged in such a way that there will be no claim from the contract employees for continued employment or regular employment with the Principal Employer”.
4. On award of the contract, the contractor liable to deposit an amount of Rs. 10000.00 towards the security deposit.
5. On award of contract, the contract can be terminated by GAPL at any time during the contract period without paying any compensation & the decision of GAPL with regard to termination of contractual provision will be final and the matter cannot be referred to the court.
6. The contractor shall pay to its employees, wages not less than the minimum wages declared by Central Government and also should pay all statutory payments like EPF,ESI and income Tax, GST, etc as applicable and should follow all relevant legal provisions in the matter for carrying out the work on contract basis . Payment will be released on monthly basis.
7. Every contract workman deployed by the contractor for the said work shall be allowed by the contractor in each week a holiday for one whole day for every 6 days of continuous work.
8. Work is to be carried out strictly as per the schedule and any change in the mode of work if desired by us is to be implemented.
9. Workers engaged by contractors for aforesaid work shall be Contractors employee only and not of GAPL.
- 10.It will be contractor’s responsibility to maintain proper discipline and control among the person deployed by him within the premises of the Company.
- 11.There will not be any Employee Employer relationship between GAPL and the persons employed by contractor for aforesaid work.
- 12.Labour / Worker list should be furnished well in advance at the Security personnel of GAPL limited at Main gate.

13. GAPL has no obligation with regard to statutory and other welfare measures for the workmen employed by the contractor for the said work.
14. Transport / conveyance of workers engaged by the contractor is to be arranged by the contractor at his cost only wherever and whenever required or insisted.
15. GAPL will not be liable for any accident to contractor's workmen while on work during the contract period.
16. The contractor and his workmen will not have any lien or right of employment as regular employees of GAPL.
17. In case of any damages caused to our property by contractor / his men while executing the job, the cost of the same shall be recovered from the contractor.
18. Wage Slip indicating the PF deductions should be compulsorily given to the concerned employees each month along with the salary and the same is Mandatory.
19. Contractor will comply with all the statutory norms including hours of work and Holidays / Rest.
20. Contractor shall disburse the wages to his employees deployed by him for the concerned contract work on or before 07th day of subsequent month following, irrespective of whether GAPL has settled any of contractor's bills or not before that date. Contractor shall disburse the payment to his deployed employees in the presence of personnel of GAPL. It is the duty of the contractor to see that his workers payment is released in time and no complaints for nonpayment are to be received.
21. It is the contractor's responsibility to ensure that all employees engaged by him will follow the safety requirements.
22. Contractor is responsible for any major damage to the machinery due to mishandling or improper operation of machinery. This loss will be recovered from the contractor only.
23. Contractor has to ensure that all safety equipments like safety goggles, safety shoes (always), hand gloves (always while operation) and clean room dresses are used by the employees wherever and whenever required while operation.
24. Medical examination report of all employees attending work shall be submitted for fitness to HR before starting the operation and at the end of the year / Completion of the order / as directed by the officer in charge.
25. Contractor has to ensure compliance of Safety & Quality Policy of Company
26. Sub contract is not allowed

27. Security deposit of Rs. 10,000/- will be refunded on satisfactory completion of contract period.

28. **ARBITRATION:** In the event of any question dispute or difference arising under the Contract (except as to any matter the decision of which is especially provided to by these or special condition the same shall be referred to the sole arbitrator or a person appointed to be the arbitrator by the DY.CHIEF EXECUTIVE OFFICER / CHIEF EXECUTIVE OFFICER / MANAGING DIRECTOR, GOA ANTIBIOTICS & PHARMACEUTICALS LTD the award and Arbitration shall be final and binding on the party to this contract.

29. **LAWS GOVERNING THE CONTRACT:** The contract shall the governed by the Laws of India for the time being in force. The Contract shall be deemed to have been made at Goa and dispute if any arising out of this contract shall be subject to the Jurisdiction of Goa Court only.

**Annexure C**
**Questionnaire - General Information of the Bidder.**

Sl. No.	Subject	Details
1	Name of Bidder	
2	Address of Bidder	
3	Contact Telephone No	
4	GST No	
	PAN No	
	PF registration Code	
5	ESI Registration Code	
6	Labour License No under Contract Labour(R&A)Act.1970	
7	Give details with no. of years of experience. Experience certificate to be attached.	Please attach separate sheets
8	Details of Contracts currently doing	Please attach separate sheets
9	No. of Manpower now employed	
10	Maximum no. of Manpower that can be arranged at a time within short notice	
11	Turn over details for last 03 Years	
12	Bank Details, Name of the Bank, Address Branch, A/c No & IFS Code	
13	Are you ready to follow the terms and conditions of tender notification?	Yes/No
14	Details of Tender Fee & EMD	D.D. No. Dt. AMT:

Signature of Bidder  
Name with seal

PRICE – BID

Sl. No.	Details	Amount In Rs. Unskilled workman	Amount in Rs. Semi-skilled workman
1	Wages per man-day (As per applicable minimum rate wages)=		
2	Add 13 % PF on wages		
3	Add ESI @ 3.25 % (Employer Contribution)		
4.	Labour Welfare Fund		
5	Annual Bonus per Man-day		
6	Add Service Charges		
7	Total (Sl.No.1 to 6)		
8	Add GST @ 18%		
9	Total payable to Contractor Per Ma day (Sl.No.7 + Sl.No.8)		

**In normal course our requirement will be 10 (+/-) manpower per day. However it may vary as per GAPL requirement.**

Place:

Date:

Name, Address of the contractor

Seal & Signature.