

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

Tender Number

LERC/PT-204/26-27

For

**PROVIDING SERVICES FOR
GENERAL MAINTENANCE, OFFICE
ASSISTANCE, HOUSEKEEPING, GARDEN
MAINTENANCE, TESTING & DEVELOPMENT
ASSISTANCE AND WORKSHOP JOBS, ETC**

at

**LPG EQUIPMENT
RESEARCH CENTRE
BANGALORE**

PUBLIC TENDER

PART A - CREDENTIAL BID



LPG Equipment Research Centre
(A joint undertaking of IOCL, BPCL & HPCL)
Dooravaninagar, Bangalore-560016
www.lerc.co.in

SIGNATURE OF TENDERER WITH SEAL

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LERC/PT-204/26-27

DATE:30/06/2026

M/s _____

Dear Sir,

Sub: Public Tender No LERC/PT-204/26-27 for General Maintenance, Office Assistance, Housekeeping, Garden Maintenance, Testing & Development Assistance And Workshop Jobs, etc at LPG Equipment Research Centre, Bangalore

Following documents are forming part of the above mentioned tender:

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NOTICE INVITING TENDER

LERC invites public tender in "**Two-Bid System**", (Part A: **Credential -Bid** with Commercial Terms and Part B: **Price-Bid**) from Company, partnership / proprietorship firm, meeting the minimum PQC (Pre- Qualification Criteria) for award of contract for General Maintenance, Office Assistance, Housekeeping, Garden Maintenance, Workshop Jobs and Testing & Development Assistance, etc at LPG Equipment Research Centre, Bangalore".

1	Tender No.	LERC/PT-204/26-27
2	Name Of Work	For General Maintenance, Office Assistance, Housekeeping, Garden Maintenance, Workshop Jobs And Testing & Development Assistance,Etc At Lerc, Bangalore
3	Place Of Work	LPG EQUIPMENT RESEARCH CENTRE, OPP ITI MAIN GATE, DOORAVANINAGAR, BANGALORE – 560016
4	Type Of Tender	Public Tender (Two Bid)
5	Earnest Money Deposit	Rs.1,17,347/- by DD in favour of LPG EQUIPMENT RESEARCH CENTRE drawn on Bangalore. Exempted for vendors registered under msme act 2006 (or erstwhile nsic) for the tendered items/works.
6	Sale Of Tender Documents	Tender documents to be downloaded from LERC Website www.lerc.co.in
7	Download Of Tender	From 30/06/2026 at 10:00 HRS to 24/07/2026 10:00 HRS
8	Pre-Bid Meeting	07/07/2026 @ 11:00 HRS. For Tenderer who is not able to attend in person, Zoom meeting link will be shared on LERC website. www.lerc.co.in
9	Due Date And Time :	
	A) Submission Of Tenders	24/07/2026 @ 15:00 HRS
	B) Opening Of Tenders (credential bid only)	24/07/2026 @ 15:30 HRS
10	Cost of Tender Documents	Nil. Tender document to be downloaded from our site.
11	Contract Period	3 Years (2 years (One Plus One) + Extendable by 1 more year)
12	Verification of original documents	Successful bidder (L-1) shall be required to present their original documents to the tender inviting authority. The same shall be intimated later through e-mail.
13	Validity of Offer	6 months from the date of opening of the tender
14	CONTACT PERSON	SR. MANAGER- LERC TEL; 080-25612257/25613145/25614035 e-mail: support@lerc.co.in

EMD should be deposited along with the Credential Bid of tender documents during the submission of tender documents. This **demand draft from a nationalized / scheduled bank shall be drawn in favour of M/s. LPG Equipment Research Centre payable at Bangalore.**

Tenders marked "Credential bid" shall be opened on due date and time in NIT mentioned in presence of attending bidders at the above-mentioned address. LERC reserves the right to accept / reject any or

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all tenders without assigning any reason whatsoever. Tenders after the due date and time shall be rejected outright.

Persons attending Pre-bid meeting should carry necessary authorization letter on company's letter head.

Canvassing of information or submission of forged or false documents / information by any Tenderer shall make their offer invalid.

Thanking you,

**Yours faithfully,
For LPG Equipment Research Centre.**

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PRE-QUALIFICATION CRITERIA

The tenderer should meet criteria A, B & C mentioned below:

- A. Tenderer should have successfully completed similar works during last 5 years ending 31.03.2026, any of the following:
- a. Three **similar** completed works, each work of a minimum annual value of Rs.36 lakhs including Taxes
(OR)
 - b. Two **similar** completed works each work of a minimum annual value of Rs.48 lakhs including Taxes
(OR)
 - c. One **similar** completed work of a minimum annual value of Rs.60 lakhs including Taxes

Copies of Work orders & satisfactory completion certificates to be provided as proof. In case of Work Orders from Govt bodies / PSU's – copies of contract document along with either completion certificates or duly certified copy of bill / Invoice. If Work order / contract documents are not submitted, Completion certificate / Certified bill / invoice should specify Work Order details viz., Date of PO / contract agreement, contract value, execution value, date of completion etc., In case of works executed in LERC /Oil Marketing Companies, copies of Work Orders and contract period's last bill copy may be submitted.

- B. Average annual financial turnover during any of the preceding 3 financial years ending 31.03.2026 should be at-least Rs.71 lacs. Audited Copies of balance sheets of the company incl P&L statement / Published account statement should be submitted as proof of turnover. In case the tenderer is not getting its account audited, certificate from practicing CA towards the turnover with copies of IT Returns should be provided.
- C. The bidder should mandatorily have the following registration & copies of the same should be submitted in the credential bid:
- i) PF Registration
 - ii) ESI registration
 - iii) GST registration
 - iv) PAN registration

Similar work means any of the following jobs : Housekeeping / Garden Maintenance / Testing & Development assistance in labs, plant, depot, organizations / institutes involving deployment of labour on an annual contract basis. The jobs should have been carried out in Govt / Public Sector undertakings / LERC / any private sector undertakings listed in BSE/NSE.

Right to reject the tenders lies with LERC for the tenderers not meeting the above criteria and not having copies of documents mentioned above as proof of qualification including proof for updated payment /clearance of GST and other statutory deposits.

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CHECK LIST FOR CREDENTIAL BID

	List of Documents to be enclosed	Confirmation (Yes/No)
	CREDENTIAL BID ENVELOPE	
1.	Credential Bid – All pages Signed with seal on all pages	
2.	EMD of Rs. Rs.1,17,347/- is enclosed by DD/Pay Order No _____ date _____ Bank _____ _____ or MSME registration for Tendered Item attached	
3.	Documents submitted for similar works during last 5 years	
4.	Balance sheet (Audited) for last three years	
5.	Photocopy of Income Tax Return – last 3 years	
6.	Photocopy of PF registration no.	
7.	Photocopy of ESIC registration (if applicable)	
8.	Photocopy of GST Registration certificate & Latest Deposit of GST upto last quarter	
9.	Particulars of Firm's Constitution (Annexure-IV)	
10.	Details of relationship of Directors (Annexure-V)	
11.	Declaration A – Annexure VI	
12.	Declaration B / Declaration of Relative in LERC – Annexure VII	
13.	Black listing / holiday listing undertaking (Annexure-IX)	
14.	No Dues (Annexure-X)	
15	Point wise Deviation list to our tender duly signed	
	Sr Nos. 9 to 15 has to be individually signed with seal & submitted	
	PRICE BID ENVELOPE	
1	Price Bid Including Offer page – all pages duly filled in & signed	

Note: Copies of all documents submitted should be duly signed with seal by the tenderer

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INSTRUCTIONS / GENERAL CONDITIONS OF TENDER

A. GENERAL GUIDELINES:

1. Tenderers are advised to carefully study these conditions / special conditions and other tender documents before quoting their rates.
2. The tenderer must visit LERC and assess the existing practices with regard to requirement / deployment of workmen for carrying out the contractual obligation, payment of wages etc.,
3. Before submitting the tender, each page of these conditions / tender documents must be signed by the tenderer over the firm's seal in token of their acceptance of the same.
4. Prescribed tender documents can be downloaded from our site as per advertisement. However tender fee, if any, has to be submitted along-with the credential bid of the tender document.
5. **Tender documents are not transferable.**
6. All entries should be made in ink and any correction should be attested by signatures of tenderer over the firm's seal. Over-writing will not be accepted. Incorrect words / figures should be crossed and correct figures rewritten and signed. Conditional tender will be considered as invalid.
7. No counter conditions will be accepted by LERC and the tenderer will not change conditions noted in the Tender documents / Agreement form under any circumstances.
8. **Tenders submitted with counter-conditions may not be considered and likely to be summarily rejected.** If it is found by LERC that the information / details submitted in the tender documents are incorrect / fictitious then the tender will be rejected out right even at a later date.
9. **Tenderer should furnish the PF Code, ESI Code No. (wherever applicable), GST No. & other statutory documents as applicable for housekeeping jobs by engaging laborers. Photo Copies of allotment of such code number should be attached otherwise tender will be rejected. UpToDate GST payment receipt to be attached, which is mandatory.**
10. In case of incomplete document submission, one opportunity will be provided for submitting the required documents. If the documents are not submitted within the time allocated, the tenderer will be rejected without any further notice.
11. Near relatives of an employee responsible for award and execution of this contract in LERC, IOCL, BPCL & HPCL are NOT PERMITTED to quote. Tenderers shall be obliged to intimate LERC the names of persons who are near relatives of any employee of the above Oil companies and who are working with the Tenderer in their employment or are subsequently employed by them. A retired employee of LERC & Oil companies listed above cannot bid within 2 years of his retirement without obtaining written permission from GM (HR) of concerned oil company. A copy of such permission should be attached with the tender. Any violation of this condition, even if detected subsequent to the award of contract, would amount to breach of contract on tenderer's part entitling LERC to all rights and remedies available thereof.
12. **Rates are to be quoted in figures and words on percentage basis in the price bid only under specific column either Minus (-)% or Plus(+) % upto maximum of 2 decimal places. Rates to be quoted as single percentage (%) for the entire price bid.**

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13. The percentage rates quoted in the price bid will be exclusive of GST. Currently applicable GST must be indicated separately in the bid format as %age only.

EVALUATION CRITERIA

14. Tender who has quoted the Lowest %age rate (L1) will be awarded the contract.
15. In case of a tie between two or more bidders at L1 position, all the L1 bidders shall be asked to submit discount bid in terms of percentage discount over previous quoted amount in sealed envelope. In case there is a tie again at L1 position, the bidder with the highest turnover in any of the last three years as submitted against turnover criteria shall be considered as L1 bidder.
- If rates are not quoted either Plus (+) % or Minus (-) % in the specific column in Price Bid envelope, offer would be summarily rejected if wrongly quoted in any other format or in Credential bid envelop.
 - When there is a difference between the rates in figures and words, the rate quoted in words shall be adopted.
16. Rates quoted would be valid and binding on the tenderer upto 180 days from the date of tender opening unless extended by mutual consent in writing. Breach of this provision will entail forfeiture of the Earnest Money.
17. LERC reserves the right to :
- a) Negotiate with any or all tenderers
 - b) To divide the work amongst the contractors at the discretion of LERC.
 - c) To reject any or all tenders either in full or in part without assigning any reason what so ever, and
 - d) To engage additional contractors at anytime without giving any notice whatsoever to the contractor(s) already appointed against this tender.
18. Whenever there is a duplication of clause either in the terms and conditions or in the agreement, the clause, which is beneficial to LERC, will be considered applicable at the time of any dispute.
19. Tenderers should have experience of doing similar types of work related to Housekeeping / job contract and copies of such work orders to be attached.

B. SUBMISSION OF BID:1.

Filled up Tender document is to be submitted in two separate envelopes (Clearly marked on envelope) duly signed & sealed on all pages and to be submitted before due date & time as mentioned in the covering letter.

Envelope No.1: “Credential Bid” will include following:

- i. Completely filled tender form with all supporting documents & annexures duly signed with office seal.
- ii. **EMD for amount as mentioned in Notice inviting tender** by DD/Pay order payable at Bangalore drawn from any of the nationalized / scheduled banks to be enclosed.
- iii. The DD in original to be submitted along with the credential documents within the Bid closing time in the specified tender box.
- iv. Envelope to be superscribed “**Credential Bid**”

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Envelope No.2: “Price Bid” will include following:

- i. Price Bid document duly filled up as per instructions
- ii. Envelope to be superscribed “**Price Bid**”

Envelope 1 “Credential Bid” and Envelope 2 “**Price Bid**” should together be enclosed in a **third envelope**, duly signed and sealed with the Tender no. superscribed on the envelope and dropped in the Tender Box before the closing date & time at LPG Equipment Research Center(LERC), Opposite ITI Main Gate, Dooravaninagar, Bangalore-560016.

2. All the enclosed tender documents shall form part of the contract.
3. Tenderer or his representative should personally deposit the tender well before the closing time and date in our tender box earmarked for the purpose. LERC will not accept any responsibility if the tender is not dropped in the tender box personally by the tenderer but instead of handed over to any employee. If the tender is submitted by post the same must be mailed by REGISTERED POST. The cover superscribed in bold letters with Tender No./closing date should be addressed as per address mentioned in the covering letter. The postal delivery must take place before the due date and time of tender closing.

TENDER RECEIVED LATE / IN OPEN CONDITION / WITHOUT EMD /NOT MEETING THE TENDER CONDITIONS / INCOMPLETE IN ANY RESPECT ARE LIABLE TO BE SUMMARILY REJECTED.

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C. EARNEST MONEY DEPOSIT (EMD):

1. Tenders without Submission of EMD shall be rejected.
2. Required amount of **EMD** should be paid in the form of **Demand Draft**, by / on any scheduled bank in favour of **LPG Equipment Research Centre** payable at Bangalore and enclosed in an envelope and put in the envelope of "Credential Bid".
3. A receipt will be issued for the EMD after tender opening formalities are completed. The receipt should be retained by the tenderer and preserved safely.
4. Cash / cheques or request for adjustment against any previously deposited EMD / pending dues/bills/security deposits for other contracts will not be accepted as EMD and any tender with such stipulation shall be treated to have been received without EMD
5. No interest is payable on EMD
6. EMD is liable to be forfeited, if tenderer modifies / withdraws the offer before our acceptance and / or does not comply with the same within the prescribed time.
7. EMD would be refunded only after finalization of the tender and on written request of tenderer. While claiming. Refund, the original receipt issued by LERC must be surrendered and sent along with the request seeking refund. A photocopy of the Receipt should be retained by the tenderer.
8. In case such Receipt is lost / misplaced an indemnity bond in proforma to be supplied by LERC should be executed on non-judicial stamp paper of requisite value (at tenderers cost) duly notarized and be submitted with the application seeking refund.

Exemptions from payment of EMD:

Parties registered under MSME are exempted from payment of EMD **provided they are registered for the tendered items / works**. The relevant certificate should be enclosed and should be valid on the date of opening of the tender.

Public Sector Enterprises and JVs of IOC are exempted from payment of EMD. (The proof that tenderer is a PSE must be submitted)

D. NEGOTIATION:

1. LERC reserves the right to negotiate with any or all tenderers.
2. Tenderers may be required to visit our office as advised to them for negotiations / verification of documents entirely at the cost of tenderers.
3. Only the proprietor or authorised representative of the firm should personally attend such negotiation as commitments made and or clarification given during negotiations will be binding on the tenderers. He should carry the necessary authorization to attend such negotiations and hand over the same to LERC's representatives participating in negotiation.
4. Originals of the documents submitted as enclosures along with the tender documents to substantiate statements made in the tender documents are to be produced for the verification by LERC during negotiations or at any time.

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GENERAL TERMS & CONDITIONS OF CONTRACT

1.0 SECURITY DEPOSIT (SD)

- 1.1 Successful tenderers for the work would be required to submit security deposit equivalent to 10% of annual contracted value and the same will be retained for three months after the expiry of the contract or extended contract. SD is always retained as current WO period plus 3 months.
- 1.2 Out of total 10% SD, Initial SD of 25% (of 10% SD) of the amount will have to be deposited within 15 days from the date of LOI/ WO. The same will be deposited in the form of DD.
- 1.3 Balance SD of 75% (of 10% SD) will be deducted from the monthly bills of the contractor @ 10% of their monthly bills until the total amount due as Security Deposit is recovered. Contractor can also submit a Bank Guarantee, from any Scheduled Bank, for this balance 75% SD at the beginning of the contract. BG should be valid for the Contract Period plus 3 months.
- 1.4 No interest is payable on Security Deposit.
- 1.5 Any loss/ damages arising out of the contract would be adjustable against the SD. Any damages in excess of the SD will be recovered from payments due to the contractor under this contract or deposits / payments due to the same contractor under any other contract.
- 1.6 Security deposit would be refunded only after three months of the satisfactory completion of the contract and on written request from the contractor along with cash receipts issued.
- 1.7 In the event of loss / misplacement of cash receipt for SD, the refund would be made only after the contractor furnishes an indemnity Bond in a proforma prescribed by LERC on a non-judicial stamp paper of prevailing requisite value (at contractor's cost).

2.0 CONTRACT PERIOD

- 2.1 Unless otherwise specified / agreed, the contract is awarded initially for Two years (one plus one) extendable by one year (+1) on same terms & conditions. Based on the performance of party, LERC reserves the right to extend the contract after expiry of 1st year. Hence work order will be released on completion of each year during the total period of 2+1 year duration. In case the extension is not acceptable by the Contractor after contract period of 2 years, the contractor will be obliged to extend the contract by 3 months or till such time LERC make alternate arrangements for carrying out the contracted work, at the same rates.

3.0 ESCALATION

- 3.1 Once the rates are agreed and the work order is placed, the rates will be firm up to completion of the work contract as specified in the schedule of rates. No escalation, of whatsoever nature, shall be entertained by LERC till completion of work and during the period of contract, for which the tender was submitted, except to the extent of increase in the statutory payments.

4.0 PERFORMANCE:

No. of Workmen shown against the Section 1 to Section 3 in the job details are minimum. Contractor has to deploy 17 staff on daily basis which includes

- 01 (one) person is for Office Assistance
- 01 (one) person is for Front Desk Assistance
- 01(one) person is for supervisor role
- 01 (one) must be an experienced gardener

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Job rotation may be done by LERC among staff whenever necessary. However, the jobs are to be carried out to the entire satisfaction of the officer in charge of LERC without any extra cost to have housekeeping in a presentable manner. At the same time, for any incomplete work/ unattended work /defective work suitable penalty will be imposed. If after serving warning letter /memo for improving the quality of work, no appropriate action is taken by the contractor, LERC may do so, if desires.

4.1 Recoveries for non-performance of work

- 4.2 In case of absence of any workmen more than the authorized leave i.e. one day per month per workmen to a maximum leave of 8 days including prefix & suffix Sundays at a time after accumulation of leave, the contractor should make alternate arrangements for absent period of the workmen. Minimum No. manpower to be deployed is shown in Description of work for all 3 Sections (General Maintenance, Office Assistance, Housekeeping, Garden Maintenance, Testing & Development Assistance and Workshop Jobs, etc - Totaling to 17 Nos). One day leave for each workmen per month is authorized.
- 4.3 Any activity / action of the Contractor or his employees which will bring disrepute to LERC will invite penalty upto 50% of the monthly contract value per instance of such activity / action. This is in addition to other contractual penalties and legal action that may be initiated by LERC. Decision of CEO-LERC or his authorized representative will be final.

5.0 RATES

- 5.1 The contractor has to ensure payment of wages to their workmen as per the estimate enclosed in the tender.
- 5.2 The quoted rates by the tenderer in the schedule of work for each item includes all charges of Workmen, fixing, arranging, cleaning, wastages, transportation and taxes etc., except GST. GST shall be reimbursed on production of proof of payment to the authorities. GST should be claimed within 3 months of payment of tax & not later than 5 months of Invoice/Bill. **In case of any loss of Input GST Credit, the Contractor shall be liable to bear the entire loss, and the Company shall be entitled to recover the same from the Contractor.** While evaluating the credential, upto date GST payment / validation, as applicable will also be considered as a credential. Subsequent monthly bills will not be released unless otherwise successful vendor produces proof of earlier GST payment applicable to him while rendering services at LERC.
- 5.3 The Workmen rate includes PF contribution, Insurance and any other statutory dues payable to the Workmen as per the wage breakup provided in the estimate. Vendor has to ensure payment in line with the rate as considered in the estimate. If vendor pays less than the estimated wage calculation, same will be deducted from his monthly bills.
- 5.4 In case of exigencies when extra manpower is deployed over and above the usual manpower temporarily, payment for such extra duties will be made by LERC as per the rate mutually agreed by contractor and LERC but not less than the Statutory Minimum wages.

6.0 IDENTITY CARDS

- 6.1 The contractor shall issue identity cards to all his workers, which will have to be displayed by the contractors workmen while working inside LERC.

7.0 MANPOWER REQUIREMENT

- 7.1 The contractor shall position the required manpower for carrying out the jobs as described in the schedule of work / activities. The said manpower should be positioned in such a way that required

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job to be completed on daily / weekly / monthly as scheduled. The daily log worksheet is attached along with the credential bid which the supervisor has to get certified from LERC official on daily basis on completion of job.

8.0 UNIFORM

8.1 The Contractor shall, at its own cost and expense, provide uniforms to all its employees deployed for the subject work. The uniform shall include minimum 2 pairs of uniforms, 2 pairs of safety shoes, 2 pairs of socks, 1 pair of Gum boots and 1 raincoat per year. All supplied uniforms and accessories shall be of good quality and standard approved by LERC. The Contractor's employees shall always wear the complete uniform while on duty within the Company's premises. In case of any non-compliance with the above provisions, the Company shall be entitled to recover the cost of providing such uniforms from the Contractor's running bills, dues, or any other amounts payable to the Contractor, along with applicable penalty as decided by LERC.

9.0 SERVICES

9.1 On all days (except Sundays) the contractor shall regularly deploy adequate manpower for carrying out the jobs as described in the schedule of work / scope of work. LERC shall have the right to change the timings of the shift / alter the mentioned working timings as per LERC's requirements. All the activities mentioned in the schedule of works will have to be completed in all respects during the schedule of time. No overtime will be paid on any account.

9.2 Absenteeism of contract Workmen (for absenteeism means refer Clause 4.2 & 18.4 of this sections) will be viewed seriously. In case of any **absenteeism beyond 08 days during normal work days** you have to make alternate arrangement. Any services required in addition to the time and days stipulated and provided by you on our specific request, will be paid extra basis mutually agreed / reasonable market rate for hire of machinery / equipment, manpower etc.,

9.3 Vendor to arrange for conveyance for carrying out outside jobs as per Sl. 1(f) of Section 1 of job schedule at an extra charge. Necessary reimbursement will be made by LERC for conveyance expenditure. Similarly Cost of all House keeping / gardening tools & consumable materials as mentioned under Sl 1.3(d) of section 1 & under Sl 3.2 (a) of Section 3 or as needed from time to time will be borne by LERC. LERC may procure any electrical / machine operated tool like lawn mover / branch cutting tool and big size ladder based on need and requirement after discussion with concerned.

10.0 REMOVAL OF WORKMEN

10.1 LERC can ask the contractor to remove / change employed manpower at any time if they are found unsuitable or undesirable in the opinion of CEO, LERC or any other officer authorized by CEO-LERC. Similarly, Contractor can appraise LERC if he feels any contract Workmen is not suitable to work properly and on approval of LERC, shall make immediate alternate arrangement to provide substitutes for carrying out the obligations undertaken under this contract. The decision of LERC in this regard will be binding on the contractor. Contractor to provide the credentials, antecedent of his Workmen to LERC for prior approval. Contractor to provide Police verification / credential, Educational Qualification, AADHAR Card copy for his contract Workmen within 3 weeks of engaging the Workmen. The list of Contract Workmen are to be provided by the vendor for prior approval by LERC before engaging them on duty.

11.0 LIABILITY

11.1 Loss or damage to any material / property either through theft or otherwise due to negligence of contractors / Workmen shall be recoverable and made good by the contractor at his own cost. LERC in this regard shall have the right to require him to pay the cost for such missing / damaged

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materials / property and he shall make good without any demur or objection on receipt of a written demand from LERC.

12.0 ASSIGNMENT

12.1 The contractor shall not assign or transfer the contract or sublet part or fully to any other party / parties.

13.0. OFFICE OF CONTRACTOR

The contractor has to maintain an office at his place with communication facilities. The address, phone No, and email shall be shared with LERC for prompt communication.

14.0 TERMINATION OF CONTRACT

14.1 LERC has the right to terminate the contract forthwith upon or at any time after the happening of any of the following events with respect to the contractor:

- a. Insolvency
- b. Dissolution of the partnership firm or the death or adjudication as insolvent of any partner thereof or of the proprietor in case of proprietorship.
- c. The liquidation, whether voluntary, compulsory or otherwise or the passing of any effective resolution for winding up if they are Registered Companies or Cooperative Societies.
- d. If any Attachments are levied and continues to be levied for a period of 7 days upon their effects or any individual partner for the time being of their firm or any members of the co-operative society.
- e. If any partner of their firm or any member of the co-operative society is convicted of any criminal offence for moral turpitude.
- f. If they shall either by themselves or by their servants/agents, commit or cause to commit any act which, in the opinion of CEO-LERC or any other officers designated of LERC whose decision shall be final, is pre-judicial to the interest or good name of LERC, the said officer shall not, however, be bound to give reasons for such decisions.
- g. In case the Contractor do not provide salary and allowances as mentioned in the tender regularly to each and every contract employee engaged by him.
- h. If contractor fails to meet requirement of Statutory requirements, GST payment etc which is an offence as per statutory rules and regulations.

15.0 PROVIDENT FUND FOR WORKMEN:

15.1 The contractor has to have Provident Fund/FPF Code Number for remitting the provident fund, FP fund of their Workmen. **Every month, the contractor has to produce documentary proof of PF payment / PF deposit receipt / PF amount acknowledgement receipt from the Regional PF Commissioner for the preceding month** and for LERC's inspection periodical **(once in 3 months)** documentary proof that he has deposited the amount with the Regional PF Commissioner for the Workmen engaged by him.

15.2 If the Contractor fails to extend the benefits of PF/EPF/ insurance to their employees, LERC will make the subject payment for their workers on behalf of the contractor at the risk and cost of the contractor and this amount will be recovered from the contractor's monthly bills along with service charges.

16.0 ESI

16.1 The workmen deployed at our premises for the subject contract shall be covered under Employee State Insurance Scheme / Group Insurance / Medical Health Insurance as per Provision / Act. In case ESI is not applicable to any deployed Workmen, then suitable Medical / Health Insurance should be taken for such Workmen. Every month, the contractor has to produce documentary

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proof / Payment receipt of ESI /Group Insurance / Medical Health Insurance payment from the corresponding Insurance Office for the preceding month and the documentary proof regarding the same shall be made available to LERC for verification as and when demanded.

17.0 BONUS & INCENTIVE.

17.1 Bonus is not considered in the estimate.

17.2 LERC at its discretion may direct to pay incentive.

18.0 MINIMUM WAGES & LEAVE WAGES

18.1 It is mandatory that the successful contractor shall pay their labour wages as per the estimate arrived basis dynamic nature of works at LERC.

18.2 The Contractor should abide by making timely payments as per minimum wages act as declared and notified by the appropriate Government Authorities from time to time.

18.3 The contractor has to pay wages which is higher of the wages mentioned in 18.1 & 18.2.

18.4 All the employees engaged by the contractor will be eligible for availing leave at the rate of 1 day per month of service in addition to Sundays & Public Holidays & Festival Holidays as per LERC Office. The laborers can accumulate all the leaves in the year and can avail upto a maximum of eight days continuously at a time and in such cases, the Contractor should not make absent to the laborer availing the same. The remaining accumulated leaves in one year cannot be extended to the next year. If any laborer avails the leaves more than the accumulated leaves (i.e more than 8 days including prefix & suffix Sunday), then the remaining availed leaves will be treated as absent. However, the contractor, if required, will have to provide a replacement for absentees and ensure all the scheduled jobs are carried out without any interruption.

19.0 The people deployed in LERC's premises by the Contractor to fulfill the subject contractual obligations shall be employees of the Contractor and not of LERC.

The deployed personnel/workmen shall have no claim whatsoever, whether during or after the expiry/termination of this contract or their period of deployment, for absorption, regularization, or permanent employment with LERC.

The Contractor shall be solely responsible for all statutory, legal, and contractual obligations in respect of its employees. LERC shall not be responsible for any injury or loss of life of personnel deployed on duty at its premises by the Contractor.

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20.0 COMPLIANCE TO WORKMEN REGULATIONS

20.1 The contractor shall be responsible for due compliance of provisions of various Workmen Laws, both Central and State, if applicable to the workmen employed by him, in force from time to time and more particularly the provisions of :

- & subsequent Amendments
- a. Employees Provident Fund Act, 1952
 - b. Employees State Insurance Act, 1948
 - c. Payment of Wages Act, 1936
 - d. Minimum wages Act, 1948
 - e. Equal remuneration Act, 1976
 - f. Contract Workmen (Regulation & Abolition) Act, 1970
 - g. Payment of Bonus Act, 1965 & Payment of Bonus Act (Amendment) 2015
 - h. Income Tax Act
 - i. Workmen Compensation Act

Or any other Act/Rules and Regulation & their Amendments applicable to such contracts

21.0 AGREEMENT & INDEMNITY BOND

21.1 Successful tenderer would be required, before undertaking the contract, to execute our standard agreement within 7 days from the date of issuance of offer letter failing which EMD is liable to be forfeited and the offer shall be withdrawn.

21.2 One specimen set of Agreement Form (Annexure II) is enclosed with tender documents. Tenderers are advised to carefully read the same before submitting their tender. It would however, be assumed that tenderer has accepted all the conditions of the agreement if they are not highlighting the difference if any against each clause.

21.3 Two sets of agreement form would be supplied by LERC only to the successful tenderer along with the offer letter. All the two sets are to be signed with the firm's seal and returned to LERC along with the letter confirming acceptance of the offer letter. One non-stamped copy will be returned to the successful tenderers duly signed by competent authority of LERC.

21.4 In addition to the agreement, the successful tenderer should provide an Indemnity Bond (Annexure III) on requisite stamp paper indemnifying LERC from Acts, Commission & Omission by the contractor, as per the annexed format.

21.5 When the person signing the tender is not the sole proprietor, necessary Power of Attorney authorizing the signatory to act on behalf of the proprietor / firm should be produced before signing the agreement and an authenticated copy of the Power of Attorney should be submitted for LERC record.

FAILURE TO EXECUTE AGREEMENT AND / OR FURNISH REQUIRED SECURITY DEPOSIT WITHIN PRESCRIBED TIME MAY RENDER THE TENDERER LIABLE FOR FORFEITURE OF EARNEST MONEY DEPOSIT AND WITHDRAWAL OF OFFER WITHOUT FURTHER NOTICE AND ALSO WITHOUT PREJUDICE TO THE RIGHTS OF LERC TO RECOVER DAMAGES UNDER LAW.

22.0 SAFETY, HEALTH & ENVIRONMENT

22.1 The Contractor shall comply with all statutory provisions relating to his trade/ business/ profession including his own employees or employees engaged by contractor and LERC shall not be responsible for his omission or commission. It is mandatory for the contractor to abide by all the Safety, Health and Environment related norms as in force during the period of contract. In case of

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violation of any of the above norms by the contractor, a penalty of Rs. 5000/- will be imposed on per occasion basis.

22.2 Similarly, in case of violation of any of above norms resulting in any physical injury, a penalty of 0.5% of the contract value per injury in addition to Rs. 5000/- as given above will be imposed.

22.3 Similarly, in case of violation of any of above norms resulting in a case of fatal accident within LERC premises, It is advised to the contractor to take an appropriate insurance policy that can cater to the needs of such incidents. LERC will impose a penalty of 1 % of contract value (maximum Rs 10 Lakhs per fatality) , in case contractor fails to settle thru insurance authority.

23.0 JURISDICTION OF COURTS The parties hereby agree that the court in city of Bangalore alone shall have jurisdiction to entertain any application or other proceedings in respect of anything arising under this Contract Agreement.

SPECIAL TERMS AND CONDITIONS

1. When the party signing the tender is not the Sole Proprietor, necessary power of attorney authorizing to act on behalf of the Company should be produced before signing the agreement. The authorized signatory's name, designation & contact details should be clearly mentioned while signing the tender.
2. If the performance of the successful contractors is found to be unsatisfactory, LERC reserves the right to cancel in part or whole of the contract and get the work executed through alternate means at the entire risk and cost of the contractor on whom the order was first placed. In such cases, the contractor should make good all losses that LERC may incur due to this.
3. The contractor will abide by the rules, regulations, by Laws of States / Centre and other legislation etc., imposed by the Government / Semi Government and other local authorities, for execution of this job.
4. The tenderers shall submit Certificate regarding their financial standing, previous experience and capacity as mentioned in this tender.
5. LERC reserves the right to decide the number of workmen required (minimum 15) and will not be held responsible if due to certain unavoidable circumstances sufficient work is not provided to the contractor.
6. The contractor will be held responsible for any misconduct and misbehavior of his employees inside LERC.
7. Successful tenderer has to obtain Workmen License, if applicable, from competent authority within 30 days of commencement of work.
8. The contractor should provide Safety Shoes to personnel working in labs / workshop and Gum boots as well as safety shoes to workmen engaged in gardening activities. All the personnel have to be provided with uniforms.
9. The contractor shall observe and implement all the Laws of the Land and the Rules framed thereunder which are beneficial to the employees engaged by him and LERC shall, in no event, be liable or responsible for any default that will arise out of non-observance of such Laws / Rules on the part of the contractor and the contractor shall indemnify and keep indemnified LERC against the same and from proceedings in respect thereof.
10. The contractor should furnish the antecedent report (Police verification report) of their employee to be engaged in the location and the same should be renewed on yearly basis.
11. The contractor shall abide by all Rules & Regulations concerning Safety & Security while handling the machinery and equipment.

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12. The contractor shall remain fully responsible to the supervision, safe custody of the materials like valves, caps, security nuts etc., quality and quantity.
The contractor shall remain fully responsible to LERC for the custody of the materials, its quality and quantity. If at any time it is found that the contractor his / their agents and employees is / are involved and / or indulged in malpractices, then LERC shall be at liberty to claim necessary compensation from the contractor and the contractor shall be bound to pay such compensation to LERC, in addition to the total cost of materials placed under his / their custody, at the rate then prevailing on the day on which the materials were placed under his / their custody.
13. The work shall be Inspected by the Officers of LERC, Bangalore. Whenever there is a duplication of clause either in the terms and conditions or in the agreement, the clause which is beneficial to LERC will be considered applicable at time of any dispute.
14. The contractor shall fully abide by all rules and regulations of Workmen Laws of State Government and Central Government and other Govt. / Semi-Govt. Authorities / LERC. The following Workmen Legislations with the latest amendment, from time to time, shall be complied fully and rates quoted are inclusive of all these considerations:
- a) Minimum Wages Act, 1948
 - b) Equal Remuneration Act, 1976.
 - c) Interstate Migrant Workman (Regulations of Employment and conditions of service) Act, 1979.
 - d) Contract Workmen (Regulation & Abolition) Act, 1970
 - e) Factories Act.
 - f) Workmen Compensation Act.
 - g) Industrial Disputes Act.
 - h) Provident Fund Scheme/ ESI scheme.
 - i) Payment of Bonus Act, 1965 & Payment of Bonus Act (Amendment) 2015
 - j) Any other Laws of State/Central Govt. /Public Sector Undertakings.
15. The Contractor should abide by the terms & Conditions, Wage structure provided and advised by LERC to be followed.
16. The successful contractor will be required to execute an indemnity bond undertaking on required Stamp Paper as per draft enclosed
17. Successful tenderer is required to furnish DECLARATION of Rs. 100/- on non-judicial Stamp Paper, as per the format attached.
18. No Workmen shall be allowed to remain inside our premises if not required by LERC.
19. The contractor should put up the bills monthly before the end of the next month and in any case within a maximum period of 3 months from the completion of the month failing which bills shall be treated as time barred and may not be payable. LERC shall be settling the bills monthly. LERC shall endeavor to check and clear the bills submitted for payment within the stipulated 15 days time period without any prejudice or claim for any delay in payment of the bills due to incorrectly prepared and improper submission of the bills or whatever reasons.
20. **It should be noted very carefully by the contractor that the bills placed for payment must accompany the statutory returns (PF challans, ESI / Medical Health challans, etc. paid for all the individuals worked under the contractor) of previous month along with current month pay slip of all contract employees, Duly signed by contract employees receipt of monthly payment, statement of wage disbursed , attendance sheet etc., otherwise the bill will be treated as incomplete & the same will not be taken for processing of the bill & payment thereof. Payment of wages to contract workers has to be made thru Bank and bank statement has to be submitted along with the monthly bills. Any less payment due to absenteeism, attendance incentive, weekly off wage etc. not paid to Workmen will be deducted from the monthly bills based on individual pay-slip issued by the contractor manpower. Proof of Quarterly GST payment also to be attached with the bill and**

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in no case the contractor fails to abide by statutory payments applicable to him against this subject contract

21. If required, contractor shall produce NOC (No Objection Certificate) from ESI/PF authorities for release of Security Deposit after completion of the contract period.
22. The contractor must ensure that payment to the Workmen is made within 7 days of the completion of the month, failing which LERC will have the right to make payment to the Workmen, at the risk and cost of the contractor and same shall be recovered from the contractor. LERC will be recovering a penalty of Rs.10,000/- on the first occasion and Rs.20,000/- on subsequent cases. This, however, would not absolve the contractor from his liabilities under the statutory rules. Repeated failure by the contractor to pay wages on time will be viewed very seriously and would attract penal provisions as per the contract including termination of the contract.
23. Contractor must visit LERC regularly (preferably once in a month) to ensure that works are carried out as per the terms of the contract. Failure to do so will tantamount to disinterest in running in the contract & action as deemed fit will be taken against the contractor to safeguard the interest of LERC.
24. Tenderers to ensure that children below the prescribed age as per the various Workmen laws applicable are not engaged under this contract. Any fake claim would have its contract terminated forthwith.

WE HAVE STUDIED THE ABOVE TERMS AND CONDITIONS AND FULLY AGREE TO THE SAME

Signature

Name

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SCOPE OF WORKS FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, WORKSHOP JOBS AND TESTING & DEVELOPMENT ASSISTANCE, ETC AT LERC, BANGALORE.

Sl. No.	DESCRIPTION OF WORK (Section-1)
1.0	GENERAL MAINTENANCE / OFFICE ASSISTANCE/ HOUSE KEEPING/ GARDEN MAINTENANCE (To be carried out under the supervision of an experienced gardener) (Monday to Saturday Timing for cleaning, garden maintenance – 8:30 AM to 4:30 PM, front desk assistant – 9:00 AM to 5:00 PM , office assistance - 9:15 AM-5:15 PM. Minimum Manpower to be deployed: 10 (Ten) including one person for exclusive office assistance , one person at front desk for visitor entry management along with material movement management & one person as full time supervisor.
1.1	DAILY Jobs (Monday to Saturday)
a)	Removal of waste from building complex and disposal thereof, up keeping and cleaning of all furniture and fixtures, carpets, etc.,
b)	Part time operation of Pantry in LERC (Preparation/serving of Tea, snacks & meals etc., to employees/ visitors / meetings/ conferences) whenever required. All the provisions/facilities required for the operation of pantry will be provided by LERC. Washing of all utensils, plates, spoons etc., and maintain cleanliness in pantry.
c)	One full time supervisor who will supervise entire job including taking instructions from LERC officials on day to day working, monitoring /updating jobs as per daily log sheet, taking care outside jobs connected to Post Office, Courier, Bank, getting job completion status updated in portal (as applicable) etc, Collecting/Delivering Sample for testing/instruments for calibration, local purchases and any other institutional jobs connected to LERC etc. Person must be minimum PU qualified. Conveyance charge will be paid extra at actual for local conveyance as applicable.
d)	Assistance in office work such as photocopying, filing, scanning of documents & test reports, courier preparation, record keeping, cleaning of staff and officers tables, cleaning of glass & arranging drinking water and other miscellaneous office work and any other works as directed by LERC officials (Min. PU qualified / adequate experienced person– to be certified by LERC).
e)	Front Desk assistant for visitor entry management , material movement management and related record updations.
f)	Cleaning and Up keeping of buildings including mopping of building floors (approx. carpet area 1500 sqm). All cabins, laboratories, lavatories, bathrooms, washbasins, DG Room, Switch Room, Parking Shed, conference room, etc,
1.2	WEEKLY (On Saturdays)
a)	Washing of towels/furniture linen
b)	Thorough cleaning and wiping of glass windows, glass partitions, glass doors etc., using good quality glass cleaning liquid so as to make the surface free from all impressions/marks, dust etc., complete in all respects. LERC will provide the above consumables.
1.3	MONTHLY(On a Saturday)
a)	Cleaning of Water Tanks, Sump & Central Water Tank and Pond (as and when required) including disposal of debris, silt etc., from the premises. Cleaning of Solar panel once in 15 days in presence of electrician with proper safety precaution.
b)	Cleaning of Ceiling (removal of cobwebs), terrace & Brass Polishing of railings.

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c)	Cleaning of sewer line, soakpit & disposal of waste at an extra cost as and when required.
d)	Placing / arranging Consumables in all toilets. Consumables like toilet cleaners, air fresheners (for toilets), room fresheners, mosquito repellent. Brooms, brushes, mops etc will be provided by LERC.
1.4	Landscaped area :
a)	Grass cutting over the lawn portion using the Lawn Mower (Once in 15 days or when the grass is over 3" long) Pruning of plants and shrubs at regular intervals is in the scope. However, Cutting of extended dry branches of trees, Cleaning the top leaves of coconut trees at height by arranging necessary tools & tackles as and when advised, will be done by contractor at extra payment by LERC.
b)	Irrigation of the landscaped area/trees/plants etc., daily by operating the irrigation system and watering through hoses directly from the water pumps/bore well pumps including operating the water pumps and borewell pumps
c)	Application of manures for the landscaped area, application of recommended fertilizers to the plants/shrubs in the lawn area periodically. Application of insecticides by spraying on all plants as required. Cost of manure is to be borne by LERC.
d)	Cleaning/Sweeping the entire area of landscaped area removing the debris, dead leaves, twigs, weeds etc., and disposal of the same.(daily)
e)	Watering, manuring, pruning etc., of all the indoor plants etc.,
f)	Providing flower arrangement in cabins using fresh flowers from garden (daily).
g)	Providing labour assistance for workshop as and when required
h)	Improving existing landscaped area by digging, applying red earth, manure etc., as per the need/ whenever required. Replacing/replanting the existing dead plants/ trees as the case may be.
i)	Planting additional plants/shrubs/trees if required as per LERC instruction.(Red earth and sapling cost shall be reimbursed by LERC).
1.5	Non Landscaped area :
a)	Weekly cleaning and removal of weeds, dead leaves, debris etc., and disposal of the same. The existing drainage system and waste water pit are to be kept clean. Arrangements are to be made for disposal of sewer waste by the contractor. Cost of disposal of sewerage to outside authorized place will be borne by LERC. Consumables like brooms & other equipment required for gardening activity viz., shears, sickles, powered lawn mower, scrapers, wheel barrow etc., will be provided by the LERC.
b)	Cleaning and Up keeping of roads inside LERC complex (approx.. length 650 mtrs) & approach road outside the premises along with housekeeping personnel along with cleaning of side drain.
c)	Removal of waste from working areas and disposal thereof.
d)	Up keeping and cleaning of all machineries, workshop areas.
e)	Applying mosquito repellent application for the outside area once in a week / fortnight. The cost of mosquito application for outside areas by approved smoke repellent/ any approved process will be borne by LERC.
1.6	Other Miscellaneous Activities during office hours
a)	Loading & unloading of any kind of materials coming in and going out of office as per instruction by the concerned officer/s.
b)	Removal of office records and documents from one place to another within the building and premises as per the requirements & instructions.
c)	Continuous cleaning of Pantry, office, cabins, toilets, washbasins, entrance door glass panes etc., during the day and maintain the same in pleasant, hygienic condition
d)	Carrying out simple plumbing & other M&R activities.
e)	Transportation of materials, lab samples, etc., from LERC to outside agencies and back. Cost of transportation thru auto/tempo etc., will be reimbursed by LERC

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f)	Total area of Landscaped, Non-landscaped, Building & Road area is approx. 30,250 sqm. Tenderer has to physically visit the site before quoting.
Sl. No.	DESCRIPTION OF WORK (Section-2)
2.0	TESTING & DEVELOPMENTAL ASSISTANCE : (Monday to Saturday : 9:15 AM to 5:15 PM) Minimum Manpower to be deployed: 03 (Three)
2.1	Testing Assistance for Mechanical Lab:
	Testing assistance for carrying out tests on LPG cylinders, valves & Pressure Regulators including Acceptance Tests, Pneumatic test, Burst test, Paint thickness, chemical analysis, microstructure analysis etc., as per the relevant IS codes. All the testing activities in the mechanical Lab has to be carried out as per the instructions of Lab-in-Charge.
2.2	Testing Assistance for Polymer lab, Mechatronics lab Specimen preparation for rubber tube, hose samples, which involves cutting to specified lengths, separation of layers, hose burst test etc. Job includes safety cap sample cutting, pressure testing etc. as per the instructions of Lab-in-Charge and relevant IS standard
2.3	Developmental Assistance as and when needed Assistance in prototype development and testing of various LPG and Other equipment developed by LERC.
2.4	Manpower deployed for Testing & Developmental Assistance should be skilled preferably having ITI trade certificate OR have relevant work experience in LERC for at least 3 years with minimum PU qualified. LERC's decision will be final for deciding the suitability of the personnel being deployed for this activity.
Sl. No.	DESCRIPTION OF WORK (Section-3)
3.0	WORKSHOP JOBS : (Monday to Saturday : 9:15 AM to 5:15 PM) Minimum Manpower to be deployed: 04 (Four)
3.1	Jobs for Mechanical Lab:
	Preparation of sample of cylinder, valves, regulators including cutting, grinding etc using milling machine, band saw machine, cutting machine, grinding machine, drilling machines etc available in the workshop for all tests as per relevant IS Standards Maintain registers of consumables with opening stock, receipt & closing stock of various consumables. . Test details and activities given are only indicative.
3.2	Jobs for Polymer Lab:
	Preparation of samples for interlaboratory testing , etc for all tests as per relevant IS Standards. Test details given are only indicative.
3.3	Jobs for Combustion Lab:
	Preparation of samples for interlaboratory testing , etc for all tests as per relevant IS Standards. Test details given are only indicative.

Details of the estimate and wages /benefits to be given to each of workmen as detailed below

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WAGES CALCULATION SHEET (Period October 2026- September 2029 for 36 months)													
SL NO	CONTRACT LABOUR WAGES	For Total 3 Years Period Oct 26- Sep 29			Oct 26-Sep 27			Oct27-Sep 28			Oct28-Sep 29		
		Gen Maint , Office Assistance, Housekeeping	Workshop Handyman	Testing & Development	Gen Maint , Office Assistance, Housekeepi	Workshop Handyman	Testing & Developme nt	Gen Maint , Office Assistance, Housekeepi	Workshop Handyman	Testing & Developme nt	Gen Maint , Office Assistance, Housekeepi	Workshop Handyman	Testing & Developme nt
1	No of Months	36.00	36.00	36.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
2	No Of Contract workmen	10.00	4.00	3.00	10.00	4.00	3.00	10.00	4.00	3.00	10.00	4.00	3.00
3	Average BASIC	21,466.00	22,645.50	23,825.00	20,630.00	21,763.00	22,897.00	21,455.00	22,634.00	23,812.00	22,313.00	23,539.00	24,765.00
4	Average DA	8,850.00	9,085.00	9,320.00	8,500.00	8,735.00	8,970.00	8,850.00	9,085.00	9,320.00	9,200.00	9,435.00	9,670.00
5	Average Consolidated Allowances	4,800.00	5,000.00	5,100.00	4,300.00	4,400.00	4,500.00	4,800.00	5,000.00	5,100.00	5,300.00	5,600.00	5,700.00
6	Average HRA (24% of Basic)	5,152.00	5,435.00	5,718.00	4,951.50	5,223.50	5,495.50	5,149.50	5,432.50	5,715.00	5,355.50	5,649.50	5,944.00
7	PF @13% (BP) capped @ Rs 15000 gross salary	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00
8	ESI / Health Insurance @ 1000 per head (Employer)	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
9	Bonus 8.33% (Wages<Rs.21,000)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	Sub TOTAL 1 Expenditure/Labour/month (sl no 1-9)	43,218.00	45,115.50	46,913.00	41,331.50	43,071.50	44,812.50	43,204.50	45,101.50	46,897.00	45,118.50	47,173.50	49,029.00
11	Contractor Margin @10%	4,322.00	4,512.00	4,691.50	4,133.50	4,307.50	4,481.50	4,320.50	4,510.50	4,690.00	4,512.00	4,717.50	4,903.00
12	Sub total 2 (sl no 10+sl no 11)	47,540.00	49,627.50	51,604.50	45,465.00	47,379.00	49,294.00	47,525.00	49,612.00	51,587.00	49,630.50	51,891.00	53,932.00
13	GST @18%	8,557.50	8,933.00	9,289.00	8,184.00	8,528.50	8,873.00	8,554.50	8,930.50	9,286.00	8,933.50	9,340.50	9,708.00
14	Estimated Cost Per Month (sl no 12+sl no 13)	56,097.50	58,560.50	60,893.50	53,649.00	55,907.50	58,167.00	56,079.50	58,542.50	60,873.00	58,564.00	61,231.50	63,640.00
15	Estimated Cost Per Annum (sl no 14*sl no 2*12 months)	67,31,700.00	28,10,904.00	21,92,166.00									
16	Estimated Cost For 3 Yrs (sl no 15*3 years)	3,52,04,310.00											

Net payment to workmen will be made by the contractor in each month after deducting employee contribution towards PF contribution @ 12% of 15000/- amounting to Rs 1800.00 from the Total amount in the above table.

Contractor contribution towards PF for workmen, Insurance, Contractor profit, GST are calculated in our estimate given in Price Bid. Contractor to quote in % ge (+) or (-) or At Par of the estimated cost in price Bid envelop not in the credential Bid.

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

ANNEXURE II

CONTRACT AGREEMENT FOR GENERAL MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE WORKS AND GARDEN MAINTENANCE ETC., AT LERC, BANGALORE

This agreement made this day of Two Thousand between LPG Equipment Research Centre, incorporated under the Karnataka Registration Act, 1960 and having its Registered Office at Opp ITI Main Gate, Dooravaninagar, Bangalore - 560016. hereinafter called "LERC" (which expression shall include its successors and assigns) of the one part and M/s..... an Indian inhabitant/s firm carrying on business at Hereinafter called the "Contractor/s" (which expression shall include his heirs, executors, administrators and assigns/partner or partners constituting the said firm, their survivors and their respective heirs, executors, administrators and assigns/its successors and assigns) of the other part. Whereas the contractor is desirous of carrying out General & Garden Maintenance and Development Assistance works at LERC and WHEREAS LERC has agreed to appoint the contractors upon the terms and conditions hereinafter recorded NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN the parties here to as follows :

- 1.0 The contractor will provide all the equipment and manpower required for carrying out any of the work assigned to them as detailed in Rate Schedule attached mentioned in work order by LERC under this Contract by under the contract by designated officer of LERC.
- 2.0 LERC shall pay to the contractor for the performance of the various works at the rates specified in the Rate Schedule attached hereto. The rates finalized will be firm for the entire contractual period and under all working conditions and the contractor will not be entitled to any extra allowance during the currency of the contract, unilaterally.
- 3.0 It is distinctly understood and agreed to by the contractor that only as and when occasion arises LERC will entrust to him any one of the items of work specified in Schedule hereto and under no circumstances will the contractor be entitled to demand that any particular items be entrusted to him or claim any compensation from LERC, on the ground that no work or insufficient work was entrusted to him or for any reason whatsoever.
- 4.0 The contractor shall submit to LERC bills by a stipulated date and in the form prescribed by LERC for payment at LERC's office.
- 5.0 Contractor agrees to submit bills for all the work done during a month within a period of three months calculated from the first day of the month following the month in which the transactions take place. LERC reserves the right to reject in whole or in part, all or any of the bills submitted after the prescribed period of two months.
- 6.0 Bills will be deemed to have been effectively submitted within a period of two months, only if they are submitted in complete shape with all the necessary supporting documents and information.
- 7.0 Incomplete or incorrect submission will be treated by LERC as non-submission for this purpose.

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8.0 That the compliance of all Government rules and regulations regarding employment and working conditions of personnel, including various statutory facilities shall be provided for by the contractor. The contractors will be responsible for any fines for non-compliance of any such rules.

The contractor expressly agrees to follow all the rules and regulations laid down in Factories Act, Minimum Wages Act and other Legislation, in this regard including wage calculation given in page 21

9.0 It is also agreed that the contractor shall exclusively be liable for any breaches of any provisions of the said Acts or legislation and for any payment thereunder.

10.0 The contractor shall maintain all records as required under the Factories Act/Payment of Wages Act / Workman's Compensation Act/Employees State Insurance Act or any other Acts in force at that time. These records will be open for inspection by LERC's representative/ Concerned authorities as and when required.

11.0 The contractor will be liable for any loss or damage to LERC, LERC employees, Contractors employees or to any third party resulting from fire, leakage, negligence, explosion, accident or any other cause at time of loading / unloading and/or during transit under contractor(s) shall indemnify and keep LERC indemnified against any loss or damage and shall pay to LERC such amount as LERC may be called upon by the law to pay.

12.0 That the contractor will make good to LERC any losses arising from:

13.0 The confiscation by Government or local authorities of any quantities of the said goods delivered to the contractor for transportation.

14.0 Loading, unloading or in transit for reasons other than the acts of God, riots, or civil commotion

15.0 The liability of proving that any loss or damage caused by an accident or fire resulting from the acts of God, that of the enemies of the Republic of India or accidents of his workmen is solely upon the contractor. However, LERC's decision shall be final and is binding on the Contractor.

16.0 The Contractor agrees to employ competent and efficient employees / operators to ensure that the work is done correctly. Any loss caused on account of contractor's employees' negligence or any sub-agents including road transport employed by him, theft, default or any commission or omission or conduct shall be made good by the contractor.

17.0 In the event of the contractor's failure to carry out the work assigned to them within a reasonable time, contractor shall be liable to make good LERC any expenses that may be incurred by LERC in making alternate arrangements for carrying out the work.

18.0 The contractor shall make payment against Security Deposit as detailed below :

10% of the value of the work order.

Out of the total Security Deposit, 25% shall be paid in DD/Pay order immediately on acceptance of the contract and the balance 75% shall be recovered from monthly bills at the rate of 10% of the bill amount.

19.0 The contractor shall be responsible for and shall pay any compensation to their employees payable under the Workmen's compensation Act, 1923 and the amendments made thereto for the injuries caused to the Workmen. The contractor shall be responsible for and pay the

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expenses for providing medical treatment to any employees who may suffer any bodily injury as a result of provisions of section 13, sub-section (I) of the Workmen's Compensation Act, 1923, LERC is obliged to pay compensation to a workmen employed by the contractor in execution of the work, LERC will recover from the contractor the amount of the right of the compensation so paid, and without prejudice to the right of LERC under section 12, sub-section 1 of the said Act, except on the writing request of the contractor and upon his giving to LERC full security for all costs for which LERC might become liable in consequence of contesting such claim.

- 20.0 LERC reserves the right to award parallel contract(s) without giving any notice or prior intimation to the existing contractor in case of any unsatisfactory performance of the contractor. LERC also hereby reserves the right to terminate this agreement at any time without giving any notice whatsoever to the contractor. No compensation is payable by LERC for any action or actions by it under the clause.
- 21.0 The contractor shall be liable for all payments to their staff employed for the performance of carrying out of the said work and LERC shall in no event be liable or responsible for any payment. Contractor shall keep LERC indemnified for the same and from all proceedings in respect thereof.
- 22.0 The contractor shall duly introduce the provident fund scheme to the staff employed by him under the provisions of the Employees Provident Fund Act, 1952 and Employees Pension Scheme 1995.
- 23.0 The contractor shall duly introduce the contributory scheme for the employees under them, if so required under the provisions of the Employees State Insurance Act, 1948 and Employees Pension Scheme 1995. The contractor shall observe and implement all the laws of the land and rules framed thereunder which are beneficial to the staff employed by him. LERC shall in no event be liable or responsible for any fault that will arise out of non-observance of such laws/rules on the part of the contractor and shall indemnify and keep LERC indemnified against the same from all proceedings in respect thereof.
- 24.0 It is specifically agreed by and between the parties hereto that LERC shall have the right to terminate this contract at any time during the currency of the contract, if the services are not found satisfactory by giving One months notice including forfeiture of Security Deposit and no compensation for damages can be claimed by the contractor.
- 25.0 Any goods in the custody of the contractor at the time of termination of the contracts by efflux of time or by notice or otherwise however, shall be handed over to LERC.
- 26.0 Notwithstanding anything herein above contained in the event of the Contractor(s) being adjudicated insolvent or being a company dissolved or ordered to be wound up, then in such event the agreement shall automatically stand terminated and in the event of breach, default or violation or any of terms thereof, of which LERC shall be at liberty to terminate this agreement forthwith and without any claim for loss, compensation or damage from the contractor and without prejudice to all other rights, remedies and claims of LERC under this agreement or otherwise in law against the Contractor.
- 27.0 Contractor must visit the plant premises regularly (preferably once in a month) & ensure that jobs are being carried out as per agreed terms & conditions. Failure to do so will tantamount

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to disinterest in running in the contract & action as deemed fit will be taken against the contractor to safeguard the interest of LERC.

- 28.0 The Contractor shall comply with all statutory provisions relating to his trade/ business/ profession including his own employees or employees engaged by contractor and LERC shall not be responsible for his omission or commission. It is mandatory for the contractor to abide by all the Safety, Health and Environment-related norms as in force during the period of contract. In case of violation of any of the above norms by the contractor, a penalty of Rs. 5000/- will be imposed on per occasion basis.
- 29.0 Similarly, in case of violation of any of above norms resulting in any physical injury, a penalty of 0.5% of the contract value per injury in addition to Rs. 5000/- as given above will be imposed.
- 30.0 Similarly, in case of violation of any of above norms resulting in a case of fatal accident within LERC premises, a penalty of 1% of the contract value (maximum of Rs. 10,00,000) per fatality in addition to Rs. 5000/- as given above will be imposed. It is advised in the interest of the contractor to take an appropriate insurance policy that can cater to the needs of such incidents.
- 31.0 **This agreement shall remain in force for the contract period of One year and extension, if any.** Extension of one year at the end of one year contractual period is on mutual agreement at the same rates, terms and conditions. However, if either of the parties is not willing to extend the contract at the end of one year, the contractor shall be obliged to continue the work at the same rates, terms and conditions for three months period (i.e. at the end of second year period), or till such time LERC is able to finalize new contract, whichever is earlier. However, LERC reserves the right to foreclose this contract at any time before the expiry of the period of the contract by giving the contractor one month's notice in writing without assigning any reason whatsoever and without any compensation.
- 32.0 The parties hereby agree that the court in city of Bangalore alone shall have jurisdiction to entertain any application or other proceedings in respect of anything arising under this Agreement.

SIGNED AND DELIVERED ON
BEHALF OF LERC

Signature
Name
Designation

DATE

Signature

IN THE PRESENCE OF WITNESS

Name

Signature

DATE

Name
(Prop/Partner/Director)

SIGNED AND DELIVERED BY THE
WITHIN NAMED

Name of Firm.....
Address

SEAL

.....
.....

IN THE PRESENCE OF WITNESS

Signature

DATE

Name

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

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INDEMNITY BOND/UNDERTAKING

ANNEXURE III

From M/s. _____

To,
M/s. LERC,
Dooravaninagar,
Bangalore – 560016.

1. Work Order No _____ date _____
2. Agreement No _____ date _____

THIS INDEMNITY BOND/UNDERTAKING executed at _____ this _____ day _____ 2026 by M/s. _____ hereinafter called the Contractors (which expression shall mean and include, if the context so admits, the partners or partner for the time being of the firm and their or his respective heirs, executors and administrators/ its successors and assign in law) in favour of LPG Equipment Research Centre, incorporated under the Karnataka Societies Registration Act, 1960 and having its Registered Office at Opp ITI Main Gate, Dooravaninagar, Bangalore - 560016. hereinafter called "LERC" (which expression shall include its successors and assigns in law)

WHEREAS LERC, desirous of having executed certain work specified in the offer letter/work order No. _____ dated _____ issued by LERC on the contractors, describing the work to be done, prepared and the same have been signed by or on behalf of the parties hereto AND WHEREAS the contractors have agreed with LERC to execute and perform the said work specified in the said offer letter/work order upon certain terms and conditions provided in the Agreement executed between the contractors and LERC and also contained in the General conditions of contract attached thereto.

AND WHEREAS THE CONTRACTORS are bound by law to comply with the provisions of various Labour Laws like Minimum wages Act, 1948; Equal remuneration Act 1976, Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979; Contract Labour (Regulation and Abolition) Act, 1970; Workmen's Compensation Act, 1923; Employees State Insurance Act as also the Employees Provident Fund Act, 1952 and Employees Pension Scheme 1995 providing for Provident Fund Scheme for laborers engaged by the contractors but in the event of violation of the provisions of various amenities and facilities to the workers under the different labour laws, not only the contractors, but also LERC as the principal employer becomes liable for the acts of commission and omission by the contractors.

IT IS THEREFORE THE INTENT OF THIS INDEMNITY BOND/UNDERTAKING BY the contractors to indemnify and keep indemnified LERC as stated hereinafter.

1. The Contractors hereby agree, confirm and declare that they have fully complied/will comply with the provisions of various labour laws, particularly those referred to herein above and that no violation the provisions of various amenities and facilities to the workers under different laws has been done by them and in the event of any past or future violation of the provisions of various

SIGNATURE OF TENDERER WITH SEAL

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labour laws, the contractors shall indemnify and keep LERC duly indemnified against all losses, damages, costs, charges, expenses, penalties, suits are proceedings which LERC may incur, suffer or be put to.

2. The Contractors hereby undertake to furnish a certificate with regard to the number of laborers employed by them in LERC to the Location Incharge of LERC where the work is undertaken by the Contractors.
3. The contractors hereby confirm and state that they are duly registered under the Contract Labour (Regulation and Abolition) Act 1970, as amended from time to time that they undertake to furnish a certified copy of the requisite license obtained by the contractors from the competent authority to LERC's representative.
4. The contractors hereby undertake to keep proper record of the attendance of his Laborers and will give opportunity to the Officers of LERC to supervise the same and confirm upon LERCs representative the right to countersign the said register. The contractors shall provide a copy of the pay sheets to the location Incharge of LERC/ Officer nominated by LERC for supervision of the payment of wages made to the laborers by the contractors and also confer the right on LERC's representative to supervise the payment of wages to the laborers on the spot.
5. The contractors state that they are fully aware of provisions of the Employees Provident Fund Act, 1952 and Employees Pension Scheme 1995 particularly with regard to the enrolment of laborers as a member of provident Fund. The contractors further confirm that they are aware of the provisions that they are fully obliged to recover Provident Fund contribution from the eligible laborer engaged by them and after adding their own contribution remit the same to RPFC. The contractors state and confirm that they are fully aware of their obligation to remit the said amounts on account of Provident Fund to the RPFC within the prescribed period and they have obtained a separate code number from the RPFC which is bearing SI No _____ dated _____ from RPFC.

6. The Contractors will afford all opportunities to the Officers of LERC to verify that the Provident Fund actually deducted by the contractors from the wages of the laborers and the same together with the contractors contribution has been duly remitted by the Contractors to the concerned PF commissioner. The contractors also undertake to provide photocopy of the receipt issued by the concerned PF Commissioner for having received the PF contribution from the contractors.
7. In the event the Location In-charge of LERC is not satisfied about the Payment of wages made and the recovery of PF etc. from the laborers employed by the Contractors, the contractors hereby agree and authorize LERC to withhold the payment of their bills till the contractors complete all the obligations in this matter.
8. Notwithstanding the provisions contained in clause - 7 above, the contractors hereby undertake and authorize LERC to recover dues payable by the Contractors to the laborers employed by them as also amounts on account of PF contributions (including the contractors contribution) as also all losses, damages, cost, charges, expenses, penalties from his bills and other dues including the security amount.

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9. The contractors hereby agree that the aforesaid indemnity undertakings or in addition to and not in substitution of the terms and conditions contained in the tender documents and the offer letter/work order and also the agreement executed by the contractors with LERC.
10. The contractors hereby confirm, agree and record that this letter of undertaking and indemnity bond shall be irrevocable and unconditional and shall be binding on their heirs, executors, administrators and legal representatives and shall ensure for LERC's benefit and for the benefit of its successors and assigns.

Yours faithfully

DATE _____

WITNESS : (1)

(full address)

WITNESS : (2)

(full address)

Note :

Indemnity Bond/undertaking is to be submitted on non-judicial stamp paper of Rs. 100/- duly Notarized by the successful tenderer.

SIGNATURE OF TENDERER WITH SEAL

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INFORMATION ABOUT TENDERER

ANNEXURE IV

1. GENERAL INFORMATION	
Name of Firm	
Address of the Firm (Postal address)	
Contact Persons Name & Designation	
Phone Nos.:	Landline
.	Mobile
Email id	
PAN No.*	
PF Registration No.*	
ESIC Registration No.*	
GST No.*	
*Photostat copies to be enclosed	

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2. FIRM'S DETAILS	
Sole Proprietorship	YES/NOT APPLICABLE
	Name of Proprietor
Partnership Firm	YES/NOT APPLICABLE
	Names of Partners:
	1.
	2.
	3.
Private Limited Company	YES/NOT APPLICABLE
	List of Directors:
	1.
	2.
	3.
Public Limited Company	YES/NOT APPLICABLE
	List of Directors:
	1.
	2.
	3.

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3A.Work Order Details of Similar Works	
Type of Job (Tick applicable)	General Maintenance/Garden Maintenance/Testing Assistance/ handling contract
WO No. /Date	
Name of Client	
Period of Contract	
Work Order value	
Actual Executed Value	
Name of Work	
Date of Commencement	
Date of completion	
Copy of Work Order & Completion Certificate from client to be enclosed for all the experience mentioned.	
3B.Work Order Details of Similar Works	
Type of Job (Tick applicable)	General Maintenance/Garden Maintenance/Testing Assistance/ handling contract
WO No. /Date	
Name of Client	
Period of Contract	
Work Order value	
Actual Executed Value	
Name of Work	
Date of Commencement	
Date of completion	

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3C.Work Order Details of Similar Works	
Type of Job (Tick applicable)	General Maintenance/Garden Maintenance/Testing Assistance/ handling contract
WO No. /Date	
Name of Client	
Period of Contract	
Work Order value	
Actual Executed Value	
Name of Work	
Date of Commencement	
Date of completion	
Copy of Work Order & Completion Certificate from client to be enclosed for all the experience mentioned.	
3D.Work Order Details of Similar Works	
Type of Job (Tick applicable)	General Maintenance/Garden Maintenance/Testing Assistance/ handling contract
WO No. /Date	
Name of Client	
Period of Contract	
Work Order value	
Actual Executed Value	
Name of Work	
Date of Commencement	
Date of completion	

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3. TURNOVER DETAILS		
Financial Year	Annual Turnover (Lakhs of Rupees)	Documents Required
2022-2023		Audited balance sheets Certified by Chartered accountant
2023-2024		
2024-2025		

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ANNEXURE V

DETAILS ON RELATIONSHIP WITH DIRECTORS OF LERC/OIL MARKETING COMPANIES

Tenderer should furnish following details in the appropriate part based on their organizational structure.

ORGANISATION STRUCTURE	PART OF THE FORM APPLICABLE
Sole Proprietor	PART -A
Partnership	PART-B
Company Private/Public Co-operative Society	PART-C

PART - A

(APPLICABLE WHERE TENDERER IS SOLE PROPRIETOR)

1. Name of Tenderer
 2. Address
Residence Other
 3. State whether tenderer is related to any of the
Director's of the OMC (IOCL,BPCL or HPCL)
 4. If yes to 3 state the name of Director and Tenderer
relationship with him/her.
- * Strike out whichever is not applicable

PLACE

DATE

PART - B

(APPLICABLE WHERE THE TENDERER IS A PARTNERSHIP FIRM)

1. Name of the partnership firm
2. Address
3. Name of partners
4. State whether any of the Partner
is a Director of OMC Yes /No
5. If Yes to 4 State the name (s) of
OMC Director
6. State whether any of the partner
related to any of the Director (s) of
the OMC Yes / No
7. If 'yes' to 6 State the name (s) of

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DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

OMC's Director and the concerned

Partner's relationship with his/her

*Strike out whichever is not applicable

PLACE

DATE.

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PART -C

(APPLICABLE WHERE THE TENDERER IS A PUBLIC/ PRIVATE LTD.CO/
CO-OPERATIVE SOCIETY)

1. Name of the Company responding the tender
2. Address of a) Registered Office
b) Principal Office
3. State whether the Company is a Pvt. Ltd. Co.
of Public Ltd. Co. or Co-operative Society.
4. Name of Directors of the Company/
Co-operative Society.
5. State whether any of the Director of the Yes / No
tenderer company is a Director of OMC
6. If 'Yes' to (5) state the name (s) of OMC's
Director.
7. State whether any of the Director of the
Tenderer Company is related to any of the
Director's of OMC's.
8. If 'Yes' to (7) state the name (s) OMC's
Director and the concerned Directors for
The tenderer Co. relationship with him/her

*Strike out whichever is not applicable.

DATE

PLACE

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

ANNEXURE VI

DECLARATION 'A'

We have carefully studied the tender, Memorandum of Settlement (Annexure-XI/Form-H) and submit our offer after having fully understood the same. We/my representative have visited the location and have clearly understood the scope of contract.

While on the subject, We hereby agree to abide by and fulfill all the Terms and Conditions incorporated in the Tender .

DATE

PLACE

Signature & Seal of Tenderer

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

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ANNEXURE - VII

DECLARATION 'B'

We declare that we do not have any employee who is related to any employee of LERC/IOCL/BPCL/HPCL associated with this tender.

OR

We have the following employees working with us who are near relatives of LERC/IOCL/BPCL/HPCL employees.

Name of the employee of
The Contractor

Name & Designation of the Officer of LERC
/IOCL/BPCL/HPCL

1. _____
2. _____
3. _____
4. _____

DATE

PLACE

Signature of Tenderer with seal

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

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LIST OF RELATIVES

A PERSON SHALL BE DEEMED TO BE A RELATIVE OF ANOTHER IF AND ONLY IF

1. HE/SHE/THEY ARE MEMBER OF HINDU UNDIVIDED FAMILY OR
2. HE/SHE/THEY ARE HUSBAND AND WIFE OR

B. THE ONE IS RELATED TO THE OTHER IN THE MANNER INDICATED BELOW.

1. FATHER
2. MOTHER (INCLUDING STEP- MOTHER)
3. SON (INCLUDING STEP-SON)
4. SON'S WIFE
5. DAUGHTER (INCLUDING STEP-DAUGHTER)
6. FATHER'S FATHER
7. FATHER'S MOTHER
8. MOTHER'S MOTHER
9. MOTHER'S FATHER
10. SON'S SON
11. SON'S WIFE
12. SON'S DAUGHTER
13. SON'S DAUGHTER'S HUSBAND
14. DAUGHTER'S HUSBAND
15. DAUGHTER'S SON
16. DAUGHTER'S SON'S WIFE
17. DAUGHTER'S DAUGHTER
18. DAUGHTER'S HUSBAND
19. BROTHER (INCLUDING STEP-BROTHER)
20. BROTHER'S WIFE
21. SISTER (INCLUDING STEP-SISTER)
22. SISTER'S HUSBAND

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

ANNEXURE - VIII

(ON NON-JUDICIAL STAMP PAPER OF Rs.100/-) BANK GUARANTEE

A. In consideration of M/s. LPG Equipment Research Centre having its office at Dooravaninagar, Bangalore (hereinafter called LERC) having agree to exempt M/s. _____ (hereinafter called "the said contractor(s)/supplier(s)/seller(s) from the demand under the terms and conditions of an Agreement dated _____ made between _____ and _____ for _____ (hereinafter called the said agreement), of security deposit for the due fulfillment by the said contractor(s)/supplier(s)/seller(s) of the terms and contained in the said agreement, on production of a bank guarantee for Rs. _____ (Rupees in words _____), we _____ (hereinafter referred to as "the Bank" at the request of _____ contractor(s)/supplier(s)/seller(s) do hereby undertake to pay to LERC an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by LERC by any reason of any breach by the said contractor(s)/supplier(s)/seller(s) of any of the terms or conditions contained in the said agreement.

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

C. We undertake to pay to LERC any money so demanded notwithstanding any dispute or disputes raised by the Contractor (s)/supplier(s)/seller(s) in any suit or proceeding pending before any court or Tribunal or Arbitrator relating there to our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s)/supplier(s)/seller(s) shall have no claim against us for making such payment.

D. We _____ (name of bank) _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of LERC under or by virtue of the said Agreement have been fully Paid and its claims satisfied or discharged or till the _____ office/department at _____ certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s)/supplier(s)/seller(s) and accordingly discharge this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before _____ we shall be discharged from all liability under this guarantee thereafter.

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

- E We _____ (name of bank) further agree with LERC that LERC shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractors(s)/supplier(s)/seller(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by LERC against the said contractors(s)/supplier(s)/seller(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor(s)/supplier(s)/seller(s) or from any forbearance, act or omission on the part of LERC or any indulgence by LERC to the said contractor(s)/supplier(s)/seller(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.
- F. This guarantee will not be discharged due to the change in the constitution of the bank or the contractor(s) /Supplier(s)/seller(s).
- H. We (name of bank) _____ lastly undertake not to revoke this guarantee during its currency except with the previous consent of LERC in writing.
- Dated _____ day of _____ 20

For _____
(indicate the name of bank)

PLACE :

DATE:

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

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ANNEXURE - IX

PROFORMA OF DECLARATION OF BLACK LISTING/HOLIDAY LISTING

In the case of a Proprietary Concern :

I hereby declare that neither I in my personal name or in the name of my Proprietary concern M/s. _____ which is submitting the accompanying Bid/Tender nor any other concern in which I am proprietor nor any partnership firm in which I am involved as a Managing Partner have been placed on black list or holiday list declared by LERC or any of the PSU Oil Companies or its Administrative Ministry (presently the Ministry of Petroleum & Natural Gas), except as indicated below :

(Here give particulars of blacklisting or holiday listing, and in absence thereof state “NIL”)

In the case of a Partnership Firm :

We hereby declare that neither we, M/s. _____, submitting the accompanying Bid/Tender nor any partner involved in the management of the said firm either in his individual capacity or as proprietor or managing partner of any firm or concern have or has been placed on blacklist or holiday list declared by LERC or any of the PSU Oil Companies or its Administrative Ministry (presently the Ministry of Petroleum & Natural Gas), except as indicated below

(Here give particulars of blacklisting or holiday listing and in the absence thereof state “NIL”)

In the case of Company:

We hereby declare that we have not been placed on any holiday list or black list declared by LERC or any of the PSU Oil Companies or its Administrative Ministry (presently the Ministry of petroleum and Natural Gas), except as indicated below:

(Here give particulars of black listing or holiday listing and in the absence thereof state “NIL”)

It is understood that if this declaration is found to be false in any particular, LERC or any of the PSU Oil Companies or its Administrative Ministry, shall have the right to reject my/our bid, and if the bid has resulted in a contract, the contract is liable to be terminated.

Place :

Signature of Bidder: _____

Date :

Name of Signatory: _____

NOTE :- Subject undertaking is to be submitted on non-judicial stamp of Rs. 100/-. This undertaking is to be submitted along with the credential bid at the time of submitting the tender documents.

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

NO DUE DECLARATION

ANNEXURE-X

M/s. LPG Equipment Research Centre,
Dooravaninagar,
Bangalore.

Dear Sir,

This is to certify that nothing is payable by me/us to LERC. In case it is found that some amount is outstanding against me/us payable to LERC, the same may please be recovered from my/our bills against this contract.

I/We am/are also agreeable to relieve my/our laborers for training pertaining to safety /operations as required by LERC.

Thanking you,

Yours faithfully

Proprietor/ Partner of Firm

Date :

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

Tender Number

LERC/PT-204/26-27

Due on 24.07.2026 @ 1100 Hrs

For

**PROVIDING SERVICES FOR
GENERAL MAINTENANCE, OFFICE
ASSISTANCE, HOUSEKEEPING, GARDEN
MAINTENANCE, TESTING & DEVELOPMENT
ASSISTANCE AND WORKSHOP JOBS, ETC,**

at

**LPG EQUIPMENT
RESEARCH CENTRE
BANGALORE**

PUBLIC TENDER

PART B - PRICE BID



LPG Equipment Research Centre
(A joint undertaking of IOCL, BPCL & HPCL)
Dooravaninagar, Bangalore-560016

www.lerc.co.in

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

PUBLIC TENDER NO: LERC/PT-204/26-27 FOR PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

JOB : PROVIDING SERVICES FOR GENERAL MAINTENANCE, OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE, TESTING & DEVELOPMENT ASSISTANCE AND WORKSHOP JOBS, ETC AT LERC, BANGALORE

PRICE –BID INSTRUCTIONS

1. **This Price Bid consisting of 4 pages to be signed with seal on all the pages and enclosed in a Separate Sealed envelope duly marked ‘Price Bid’. Only Page No.3 “PERCENTAGE OFFER BY TENDERER” has to be filled in.**
2. The tenderer **shall quote the %age + or - on Page No. 3 only** which will be uniformly applicable on the estimated rate for all the items in the price bid schedule. %age + or - should be expressed both in **figures and words**.
3. **The %age +/- should be quoted upto a maximum of 2 decimal places.**
4. The estimated rate per month is based on wages, allowances, statutory payments towards PF, ESI, Gratuity etc. as calculated and mentioned at Page No 22 of the Credential Bid and contractor’s profit. GST will be paid extra against production of proof of payment for the previous month. The gross wage calculated for PF is Rs 15000 per month.
5. Tenders which do not contain %age +/- in words shall be treated as incomplete and maybe rejected
6. All entries in the tender documents should be in ink/typed. All corrections, wrong words /figures, should be scored out by drawing a line across them and attesting these with full signature. These shall not be erased or over written.
7. Use of white /erasing fluid for corrections is not acceptable. **Where ever the corrections are made by white/erasing fluid the bids will be rejected.**
8. Every page of the price bid shall be signed by the tenderer.
9. The price bid shall not contain any conditions. Deviations, if any, should be specified in a separate sheet in the unpriced bid, listing the deviations.

SIGNATURE OF TENDERER WITH SEAL

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PERCENTAGE OFFER BY TENDERER

Tenderer should give their offer in the appropriate space provided below both in figures and words.

Overall Percentage rate quoted for all the works covered in Tender Documents comprising of Credential bid/Commercial Specifications//Terms and Conditions/Special Terms and Conditions (Tender Schedule) **OVER(+) OR BELOW(-) the estimated rates given in the Price Schedule amounting to Rs.8,28,723.50 per month excluding GST during the contract period from Oct 2026 to Sep 2029.**

Sr No.	QUOTED PERCENTAGE IN FIGURES		QUOTED PERCENTAGE IN WORDS	
1.	+		Plus	
2.	-		Minus	
3.			At Par	
GST in % age				

NOTE:

1. IN CASE THE TENDERER ACCEPTS THE RATES AND AMOUNT GIVEN IN THE TENDER WITHOUT ANY CHANGE, THEN PLEASE INDICATE THE SAME AS “AT PAR” IN THE SPACE GIVEN AT ITEM 3 ABOVE.
2. THE TOTAL AMOUNT TOWARDS THE TENDER WILL BE ARRIVED AT BY APPLYING THE PLUS(+) OR MINUS(-) PERCENTAGE (%) QUOTED BY THE TENDERERS ON THE TOTAL AMOUNT INDICATED ABOVE.
3. **PREVALENT GST WILL BE REIMBURSED. CURRENT GST IS 18% FOR HOUSEKEEPING CONTRACT.**

SIGNATURE OF TENDERER WITH SEAL

LPG EQUIPMENT RESEARCH CENTRE, BANGALORE

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Average Estimated Cost (Rs./Month) during the contract period from Oct 2026 to Sep 2029.

SN	Sections	Rs./Month
1.0	Section 1 : GENERAL MAINTENANCE , OFFICE ASSISTANCE, HOUSEKEEPING, GARDEN MAINTENANCE *	Rs.4,75,400.00/-
2.0	Section 2: TESTING & DEVELOPMENT ASSISTANCE *	Rs.1,54,813.50/-
3.0	Section 3: WORKSHOP JOBS *	Rs. 1,98,510.00/-
	Total excluding GST	Rs. 8,28,723.50/-
	GST (Currently 18%)	Rs. 1,49,170.50/-
	Total including GST	Rs. 9,77,894.00/-
	GST : As per statutory requirement. Currently 18% - Reimbursement of GST will be done against submission of actual payment receipts for previous month. - Vendor to attach following documents s along with monthly bills: a) Attendance sheet b) Duly signed wage sheet in Form XVII along will allowances disbursement proof c) Individual salary slip of each contract workmen d) PF deposit challan / receipt of previous month etc. e) quarterly GST payment and all statutory returns as required. - Wage details given in Page 23 of Credential Bid which is valid for the period Oct 2026 to Sep 2029. Monthly wage calculated in average for the contract period mentioned in Tender.	

* Please refer to Wage calculation Sheet given in Page no 23 of this document. The cost for this is multiplication of values against sl no 2 and sl no 12 under column with heading For Total 3 Years Period Oct 26- Sep 29.

SIGNATURE OF TENDERER WITH SEAL