



GOVERNMENT OF ODISHA

DEPARTMENT OF WATER RESOURCES

Tender Call Notice No.BID-03/2026-27(Online)

Bid Identification No. BID-03 (01 of 01)/2026-27

TENDER DOCUMENT

DETAIL TENDER CALL NOTICE

Name of the Work: - **“Engagement of different categories of personnel on outsourcing basis for operation and maintenance of Hirakud System for Barpali Irrigation Division, Barpali under Additional Chief Engineer, Canal Circle, Burla for the year 2026-27 (From 01.10.2026 to 31.03.2027).”**

**Office of the Superintending Engineer,
Barpali Irrigation Division, Barpali**

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**GOVERNMENT OF ODISHA
DEPARTMENT OF WATER RESOURCES**

**OFFICE OF THE SUPERINTENDING ENGINEER,
BARPALI IRRIGATION DIVISION, BARPALI**

E-mail id – ee.barpali.canal@gmail.com

Tender Call Notice No.BID-03(01-01)/2026-27(Online)

1.	Nature of Works	:	Engagement of different categories of personnel on outsourcing basis for operation and maintenance of Hirakud System for Barpali Irrigation Division, Barpali under Additional Chief Engineer, Canal Circle, Burla for the year 2026-27 (From 01.10.2026 to 31.03.2027).
2.	Nos. of works	:	01 (One)No.
3.	Amount Put to Tender	:	Rs. 44,21,586/-
4.	Period of Completion	:	As per D.T.C.N.
5.	Date and time of availability of Bid Document in the Portal	:	Dt: 10.09.2026 at 11.00A.M. to Dt:19.09.2026 upto 05.00P.M.
6.	Last Date/Time for receipt of Bids in the Portal	:	Dt:19.09.2026 upto 05.00 P.M.
7.	Date of opening of Bid	:	Dt:21.09.2026 at11.00A.M.
8.	Last date & time of seeking tender clarification	:	Dt:19.09.2026 upto 02.00P.M.
9.	Name and address of the Officer Inviting Bid	:	Superintending Engineer, Barpali Irrigation Division, Barpali At/Po- Barpali, Pin-768029 Dist.-Baragada Email-Id - ee.barpali.canal@gmail.com

- 1 Any addendum/corrigendum/cancellation of tender can also be seen in the said Website.
- 2 Further details can be seen from Government Website-<http://tenderodisha.gov.in>

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali



**GOVERNMENT OF ODISHA
DEPARTMENT OF WATER RESOURCES
OFFICE OF THE SUPERINTENDING ENGINEER,
BARPALI IRRIGATION DIVISION, BARPALI**

'e-mail address: ee.barpali.canal@gmail.com

Bid Identification No. BID-03(01-01)/ 2026-27(Online) Dt. 08.09.2026

No.

Date.

TENDER NOTICE

The Superintending Engineer, Barpali Irrigation Division, Barpali on behalf of Governor of Odisha invites bids in ONLINE MODE from eligible manpower service provider as detailed below:

Sl No	Bid identification no.	Name of the Work	Amount Put to Tender (Rs.)	EMD / Bid Security Amount (Rs.) (Online)	Cost of Tender Paper/Bid Documents (Rs.) (Online)	Class of Bidder	Time Period of Completion
1	2	3	4	5	6	7	8
1	BID-03 (01) /2026-27	Engagement of different categories of personnel on outsourcing basis for operation and maintenance of Hiraakud System for Barpali Irrigation Division, Barpali under Additional Chief Engineer, Canal Circle, Burla for the year 2026-27 (From 01.10.2026 to 31.03.2027)	44,21,586/-	44216.00	6000	Service Provider Agency	6 Months

1. Mode of Submission of Tenders: Tender should be submitted online in www.tendersodisha.gov.in
2. Availability of Tender for Online Bidding: **From 10.09.2026 at 11.00 A.M. to 19.09.2026 up to 05.00 P.M.**
3. Date & Time for Opening of Technical Bid : **21.09.2026 at 11.00 A.M.** in the O/o the **Superintending Engineer, Barpali Irrigation Division, Barpali.**
4. The Bidders have to participate in ONLINE bidding only. Further details can be seen from the website <https://tendersodisha.gov.in>. Any addendum/ corrigendum/ cancellation of tender can also be seen in the above said website.
5. The bidders shall prepare the documents and upload the self-attested scanned documents in PDF format with clear mention of page numbers.
6. E.M.D required : The bidder shall require to deposit the 1% of the estimated cost of work tendered for as earnest money while offering tenders (Online) and 1% as initial security deposit / bid security at the time of acceptance of tender provided in shape of NSC / KVP / Post Saving Bank Account / Post Office Time Deposit Account / Term Deposit Receipt of any Schedule Bank of Nationalized Bank in India counter guaranteed by its local branch head Baragada duly pleased in favour of the Superintending Engineer, Barpali Irrigation Division Barpali under whom the work will be executed without which the tender is liable

Scan copy of E.M.D / Bid Security will be submitted in website at the time of submission of bid along with the tender paper.

7. The bidder can resubmit his/her bid through www.tendersodisha.gov.in on online mode out of which the system shall consider only the last bid submitted to the portal.
8. If any further necessary information is required, the bidder can seek clarification on the bids within 7 days from the start of sale of bid document. The employer response for the queries raised by the bidder will be posted in the portal.
9. BOQ in MS Excel format shall be made available to the bidder through e-procurement portal (www.tendersodisha.gov.in). The bidder shall download that particular excel sheet and fill in the rates in figures at the appropriate location. The bidder is not supposed to change or modify the format of the excel sheet in any form.
10. Bidders are to submit only the original BOQ updated by the publisher after entering the relevant fields without any alteration/ deletion/ modification. Simple BOQ submission without any entries shall lead to cancellation of Bid.
11. The bidder shall submit the documents in the designated locations of technical bid and financial bid. Submission of bid documents shall be affected by using DSC of appropriate class and thus shall be in encrypted form. The bidder shall only submit single copy of the document. He is required to check the documents uploaded with the requirement asked for in the bid. His bid shall not be considered responsive and action as per relevant clause shall be taken if he does not provide the required documents or provides eligible documents. Clarity of the document may be ensured by taking out a sample printing.
12. Conditional Tender will not be taken into consideration.
13. The tender containing extraneous conditions not covered by the tender notice are liable for rejection and quotations should be strictly in accordance with the Tender Call Notice. Any change in the wording will not be accepted.
14. It is allowed to modify the bid through the e-procurement portal. The bidder shall have to login into the system and resubmit the documents as asked for by the system including the price bid. In doing so, the bids already submitted by the bidder will be removed automatically from the system and latest bid only will be admitted. But the bidder should avoid modification of the bid at the last moment to avoid system failure or malfunction of the internet or traffic jam. If the bidder fails to submit his modified bids within the designated time of receipt, the bids already in the system shall be taken for evaluation.
15. Withdrawal of bid is also allowed in the e-procurement portal. The bidder has to click on the "withdraw" button and record the necessary justification for the same in the space provided. In addition to this he/she has to write a letter addressed to officer inviting the bid and upload the scanned document from portal in respective bid. The system shall not allow any withdrawal after expiry of the closure of the bid.
16. The e-procurement portal system shall reject submission of any bid through portal after closure of the receipt time. For all purpose the portal time displayed in the system shall be the time to be followed by the bidder.
17. Bid validity period of the tender is **90 days** from the date of opening of bid and validity of tenders can also be extended if required without any monetary compensation.
18. While determining the validity of tenders the following points shall be taken in to consideration by the authority empowered to accept tenders and his decision in the matter shall be final.
19. The Tender inviting authority reserves the right to reject/cancel any or all tenders received at any time without assigning any reason thereof.

20. The tender may not (at the discretion of the competent authority) be considered unless accompanied by attested true copies of Registration of Firms, PAN Card, GST clearance certificate as the case may be and the original certificates are to be produced if required in any subsequent date during processing of tender. Attested true copy of work done certificate is to be furnished obtained from the Executive Engineer / SE concerned.
21. The earnest money will be retained in the case of successful bidder and will be dealt with as per the terms and condition of O.P.W.D. code. The bid security of unsuccessful bidders will be refunded without any interest after completion of the tender process in online mode.
22. The EMD/bid security will be forfeited in any of the following cases.
- a. If the bidder withdraws the bid after bid opening during the period of bid validity.
 - b. In the case of a successful bidder, if the bidder fails to sign the agreement or furnish the required performance security within the specified time limit.
 - c. If any of the statements, documents, certificate uploaded by the bidder through e-procurement portal, is found to be false / fabricated/bogus, the process for black listing will be initiated by the tender inviting authority as per O.P.W.D code.
23. **If the service charge quoted by the bidder is less than 3.85% or more than 7%, then such a bid shall be rejected** and the tender shall be finalized basing on merits of rest bids. But, if more than one bid is quoted at same service charge, the tender accepting authority will finalize the tender through a transparent lottery system in the presence of all bidders/their authorized representatives in the office of the Superintending Engineer, Barpali Irrigation Division, Barpali .The date & time of lottery system will be intimated to all the qualified bidders via email by an official letter.
24. The bidder whose tender is selected for acceptance has to make an performance security deposit in the form of NSC/postal term deposit/ Kisan Vikas Patra/ Post Office Saving Bank Account/Term Deposit Receipt of Schedule Bank/ Bank Guarantee from any Nationalized/Scheduled Bank in India within a period of seven days upon intimation being given to him of acceptance of his tender counter guaranteed by its local branch at Bhubaneswar or any location within the State of Odisha duly pledged in favour of the Superintending Engineer, Barpali Irrigation Division, Barpali ,which shall be 10% of the value of the accepted tender amount and sign agreement for the fulfilment of the contract in the office of the Superintending Engineer, Barpali Irrigation Division, Barpali.
25. The performance security deposit together with the earnest money, shall be retained as Security for the due fulfilment of this contract. Failure to enter into the required agreement and to make the performance security deposit as above shall lead to forfeiture of the earnest money deposited. The written agreement to be entered into between the contractor and the Govt. shall be the foundation of the rights of both the contractor and the Govt. and the contract shall be deemed to be incomplete until the agreement has first been signed by the contractor and then by the proper officer authorized to enter into the contract on behalf of the Govt.
26. The date of commencement of work shall be as notified in work order.
27. The contractor shall be liable to fully indemnify the Department of any compensation under workmen compensation Act VII of 1993 on account of the workmen employed by the contractor and full amount of compensation paid will be recovered from the contractor. In the event of any claim sub-judice before any court of law, the claim amount shall be kept withheld till final disposal.
28. Contractor is required to abide by the fair wages clauses as introduced by Govt. of Odisha and will not pay less than the Fair wages fixed by Govt. to the labourers engaged by him/her for the work.
29. In case of any complaint by the labourer(s) about the nonpayment of his/her wages as per latest minimum wages Act, the Superintending Engineer will have the right to investigate and if the contractor is found to be in at fault, Superintending Engineer may recover such amount due in any form from the contractor and pay such amount to the labourer directly under intimation to the local labour office of the Govt. The decision of the Superintending Engineer is final and binding on the contractor.

30. It should be understood clearly that no claim whatsoever will be entertained in regard to extra items of work or extra quantity of any item besides estimated amount, unless written order is obtained from the Engineer-in-charge and rates settled before the extra items of work or extra quantity of any item of work is taken up.
31. Deduction of income tax at source and surcharge on income tax will be made from each running account bill for the work at the rate as per Income Tax Act and as amended from time to time. (Present rate 1% in case of Individual Contractor & 2% in case of company, corporation & firm etc.).
32. GST on works contract as applicable at the time of payment shall be paid extra over the Gross amount of the running bill amount (vide section 15 and section 142 (11) (C) of Odisha GST Act 2017).
33. Prevailing rate of GST on the gross amount of the bill will be deducted from the contractor's bill as applicable on the date of payment where agreement value exceeds rupees two lakhs fifty thousand. (to be applicable as per Govt. Notification & amended from time to time).
34. **An affidavit shall be furnished by the contractor at the time of submission of tender paper about the authentication of tender documents including bid security. The scanned copy of the affidavit is to be uploaded through the e-procurement portal along with the technical bid.**
35. Commercial/ GST invoice should be submitted by the contractor at the time of preparation of the work bill for enabling the Division office to make necessary payment.
36. Performance security (10%) to be released after payment of final bill after lapse of stipulated agreement period.
37. Bid document consisting of qualification, information and eligibility criteria of Bidders are available in web-site www.tendersodisha.gov.in and the set of terms and conditions of contract and other necessary documents can be seen in the web-site till last date of availability of tender online for bidding.

Memo No.

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali
Date.:

Copy submitted to the Engineer-in-Chief, Water Resources, Odisha / the Engineer-in-Chief (E-Procurement) Secha Sadan, Bhubaneswar for favour of kind information and necessary action. (ddmis-eicwr.od@nic.in)

Encl:-SoftCopy-1No.

Memo No.

Date.

Copy along with soft copy submitted to the Deputy Director-cum-Deputy Secretary, Advertisement, Information & Public Relation Department, Office of the Director of Public Relation, Govt. of Odisha, Bhubaneswar with a request to publish the tender call notice in one local English daily & two Odia daily newspapers. The complimentary copy of the advertisement of each paper may please be sent to this office for reference. (ipr.advt@gmail.com)

Encl:-SoftCopy-1No.

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali

Memo No.

Date.:

Copy along with soft copy submitted to the technical head, State Portal Group, NIC, Odisha Secretariat, Bhubaneswar for favour of kind information and necessary action along with soft copy of the D.T.C.N. for hoisting in Govt. website to provide downloading facility to intending bidders.
(tendersorissa@gmail.com)

Encl:-SoftCopy-1No.

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali

Memo No.

Date.

Copy along with copy of the enclosure submitted to the Chief Engineer and Basin Manager, Mahanadi Basin, Burla / the Additional Chief Engineer, Quality Assurance (West) Burla / the Additional Chief Engineer, Canal Circle Burla / the Additional Chief Engineer, Hirakud Dam Circle, Burla for favour of kind information and necessary action.

Encl: -1No.(Each

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali
Date.

Memo No.

Copy along with soft copy forwarded to the Superintending Engineer, 'e' Procurement Cell, Office of the Engineer-in-Chief, Water Resources, Odisha, Secha Sadan, Bhubaneswar for information and necessary action with a request to hoist in DoWR website www.tendersodisha.gov.in.

Encl:-Soft Copy-1No.

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali
Date.

Memo No.

Copy submitted to the Collector & District Magistrate, Subarnapur / Baragada for favour of kind information and necessary action.

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali

Memo No.

Date.

Copy to all the Superintending Engineers under Hirakud Dam Circle / Canal Circle, Burla / Superintending Engineer, Baragada (R&B) Division, Baragada / Additional Project Director (Tech.) DRDA, Subarnapur /Baragada / Superintending Engineer, R.W. Division, Baragada / Superintending Engineer, R.W.S.S. Division, Baragada / Superintending Engineer, M.I. Division, Baragada / Superintending Engineer, R.W. Division, Baragada / Superintending Engineer, Quality Assurance Division,Hirakud / President& Secretary contractor's Association, Baragada / Division Notice Board / Tender Call Notice File / Divisional Accounts Officer / Cashier / Inspector-In-Charge, Barpali Police Station, Barpali for information and necessary action.

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali

Memo No.

Date.

Copy forwarded to Liaison Officer, Office of the Chief Engineer & Basin Manager, Mahanadi Basin, Room No. 334 (2nd Floor), Secha Sadan, Bhubaneswar, Pin-751001 for information and necessary action.

Sd/-
Superintending Engineer
Barpali Irrigation Division, Barpali

SECTION-I

INSTRUCTION TO BIDDER

A. General Information:

1. Office of the Superintending Engineer, Barpali Irrigation Division, Barpali requires the service of reputed, well established, financially sound and registered Service Providers to provide adequately trained and disciplined man power at Superintending Engineer, Barpali Irrigation Division, Barpali on outsourcing basis for operation and maintenance of Hirakud System as per the requirement for day-to-day work or as assigned to them.
2. The period of contract for providing the aforesaid service will be for **one year** only. The contract period may be extended on mutual consent depending upon the performance of the Service Provider Agency and at the discretion of the Authority. The Authority reserves the right to terminate the contract at any time after giving 15 days notice to the Service Provider Agency.
3. The interested Bidders may visit the location on any working day in the office hours to have a thorough knowledge of the work to be performed before preparation and submission of the Bid.

EligibilityCriteria:

Sl. No.	EligibilityCriteria	Supporting documents to be furnished along with the Bid
1	The Bidder should be registered under appropriate Authority, such as • Home and Labour Department	Certificate of Incorporation/ Registration
2	The Bidder must have at least three years in business (up to the last date of submission of Bid) for providing similar type of services to Central/State Government/Autonomous Bodies/ Agencies / Societies / Corporate Bodies.	Experience certificate from the previous authorities mentioning the period of service up-to 31st March 2025
3	The Registered Office/Branch Office of the Service Provider Agency must be located within the State of Odisha.	Valid address proof of the office (Copy of latest Telephone /Electricity Bill)
4	Must have average annual financial turn over of Rs. 100 Lakh(Excluding GST) during the last three financial years as on Dt. 31.03.2026	Copies of audited Income/ Expenditure Statement and Balance sheet for the concerned period. (2023-24, 2024-2025 & 2025-26)
5	Must have its own Bank Account in any scheduled Bank situated in Odisha.	Copies of the Bank pass book and transaction statement for the last 6months. (January 2026 to June 2026)
6	The Agency should not have been blacklisted by any Central/ State government, or any other public sector undertaking or a corporation as on the date of this RFP.	An under taking to this effect to be furnished by the Bidder as per the prescribed format [Form – T2]
7	Must not have any pending judicial proceedings for any criminal offence against the Proprietor /Managing Director /Director/Persons to be deployed by the Service Provider Agency.	An undertaking to this effect to be furnished by the Bidder as per the prescribed format. [Form– T3]

8	Other Statutory Documents:	Copies of: • PAN • GSTIN • Copies of EPF & ESI Registration Certificate • Copy of valid Labour License • IT return for the last 3 assessment year (2023-24, 2024-25 & 2025-26) • Form T1 (correctly filled)
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B. Submission of Bid:

- The proposal completes in all respect as specified must be accompanied with a Non-refundable amount **Rs.6, 000/- (Six Thousand) (on-line mode) towards Tender Paper Cost** at the time of submission of Bid.
The Bidder must transfer Rs- 44,216/- (Rupees Forty Four Thousand Two Hundred Sixteen) only (online mode) towards Earnest Money Deposit / Bid security. A Bidder shall make electronic payment gateway using his / her Internet Banking enable account with designated Banks or their aggregator Banks. Bidder having account in other banks can make payment using NEFT / RTGS facility or designated Banks. The Bidder should ensure that EMD / Bid Security is paid through payment gateway online mode only. For all Bidders EMD is mandatory.
- Successful Bidder will have to deposit a Performance Security 10% of the value of accepted tender amount. **(In case the successful Bidder fails to pay one month dues of engaged personnel then it will be paid from Performance Security)** in shape of NSC/Post office saving bank account / Post office term deposit account /Kishan Vikas Patra /Bank Guarantee in favour of Superintending Engineer, Barpali Irrigation Division, Barpali from any Nationalized / Scheduled Bank in India counter guaranteed by its local branch at Barpali / Baragada / e- bank Guarantee executed on the National e Governance Services Limited (NeSL) within Seven (7) days of intimation by the Divisional Officer (by e- mail) to the successful Bidder otherwise the successful bidder shall be cancelled. Further proceeding of blacklisting shall be initiated against the Bidder as per **Works Department Memorandum No. 14299 dt. 03.10.2017 and Amendment made vide Office Memorandum No. 14459 dt. 20.09.2018**. The time period of such Performance Security deposit must be more than the duration of work provided that there is no breach of contract on the part of the qualified Bidder. No interest shall be paid on the Deposit Receipt. In case, the contract is further extended beyond the initial contract period, the Deposit Receipt will have to be accordingly renewed by the deployed Service Provider Agency as per the existing terms and conditions of the Bid Document.
- Amendment to Para 3.5.18 of OPWD code vol-I & rule-29 of Appendix-IX of OPWD code Vol-II “The single tender received in 1st call shall be cancelled with out opening of the Bid & fresh tender will be invited “as per Office Memorandum No.16 dt. 01.01.2015 of Works Department Govt. of Odisha implies that single tender received in the first call shall be cancelled without opening of bid and in case when more than one tender has been received in the first call and only a single tender is found to be responsive, the same is also liable to be cancelled due to lack of competitive price bidding.(Vide Lr.No.4410dt.19.02.2018 of DOWR&Memono.4714dt.13.02.2018 of the E.I.C., W.R., Bhubaneswar.
- Agreement shall be drawn only after due verification of all relevant documents and Performance security of the successful Bidder. If any fake documents are detected, criminal proceedings will be initiated against the defaulting Bidder and action will be initiated for black listing through the license issuing Authority.

A List of Documents for submission

Bidders are required to furnish the following documents along with the Technical

Bid:

- a)** Covering letter along with power of attorney (if any) on the Bidder's letter head
- b)** Copy of Certificate of Incorporation of the Firm/Agency
- c)** Copy of GSTIN
- d)** Copy of PAN
- e)** Copies of IT returns for the last three assessment years
- f)** Copies of EPF&ESI Registration Certificate
- g)** Copies of Labor License valid till date
- h)** Copy of Bank Account details
- i)** Copies of the Income/Expenditure statements along with Balance Sheet for the last 3 years.
- j)** Copies of experience certificate from the previous organizations for provided services during last 3years.
- k)** Under taking regarding non-blacklisting (On stamp paper)
- l)** Under taking regarding non-pending of any judicial proceedings (On Bidder's letter head)

Any deviation from the prescribed procedures / required information / formats/ conditions shall result in out-right rejection of the bid. Any conditional bid shall be out- rightly rejected.

All entries along with the pages in the bid document should be legible, filled-in clearly and signed by the authorized representative. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory should be attached.

The Bid will be opened on **21.09.2026 at 11.00 A.M.** in presence of the authorized representatives of the Bidder who wish to be present on the spot at that time.

The EMD shall be forfeited if the successful Bidder fails to undertake the work or fails to comply with any of the terms and conditions of the Bid.

The Bid shall be valid for a period of **90 days** from the date of opening of the Bids and no request for any variation in quoted rates and/withdrawal of Bids on any ground by the Bidder shall be entertained. Validity of the Bids can be extended on mutual consent.

To assist in the analysis, evaluation and computation of Bids, the authority may ask the Bidders individually for clarification of their Bids. The request for clarification and the response Shall be in writing but no change in the price or substance of the Bid offered shall be permitted.

The Bidder having the lowest evaluated bid(L-1) would be considered for award of the contract subject to fulfillment of the terms and conditions of the Bid documents. In case, the lowest Bidder (L-1) is disqualified after selection for any reason, then negotiations will be made with the second lowest (L-2) bidder for award of contract at L-1 price. However, the decision of the Authority shall be final during the overall selection process. **In case two or more Bidders having lowest evaluated Bid (L-1), fulfilled all terms and conditions of Bid Document, then the Bidder will be selected through a transparent Lottery** in the Office of the Superintending Engineer, Barpali Irrigation Division, Barpali in presence of all the Bidders /their authorized representatives and committee members. In the event of specified date for drawl of lottery being declared a holiday for the officer inviting Bid lottery will be drawn at the appointment time on the next working day. (Amendment to Appendix – IX, Clause-36 of OPWD Code Vol –II)

The Bidder will be intimated through their registered E-mail address regarding Transparent lottery. In case of deviation of time in this matter, the rescheduled time will be intimated in due course of time.

The quoted rates shall not be less than the minimum wages fixed/notified by the Government of Odisha from time to time and shall include all statutory obligations.

Any Service Provider Agency quoting rate without any profit / overhead charge / consider or any amount with Nil charges / consideration, the bid shall be treated as non-responsive and will not be considered (vide Office Memorandum No.2991)201-PPD Ministry of Finance Department of Expenditure P.P. Division, North Block New Delhi, Dated 28th January 2014.

The Service Provider Agency shall be liable for all kinds of dues payable in respect of manpower deployed / provided under the contract and the authority shall not be liable for any dues for availing the services of the personnel.

The Tender Inviting Authority reserves the absolute right to reject any or all Bids and terminate the tender process without assigning any reason thereof.

The Tender Inviting Authority will not be held responsible for any technical problem/failure of network / Malfunction or Interruption of server during the schedule dates of online Bidding.

SECTION-II

SCOPE OF THE WORK

1. Superintending Engineer, Barpali Irrigation Division, Barpali invites online from reputed and experienced Service Provider Agency for engagement of different categories of personnel on outsourcing basis for operation and maintenance of Hirakud system under Superintending Engineer, Barpali Irrigation Division, Barpali.
2. The Service Provider Agency should be managed by trained support staff to execute and perform the job and work assignment of such nature efficiently. The manpower to be deployed for this purpose should be registered under the Service Provider Agency and must have the required experience & relevant knowledge.
3. The Selection Committee to be constituted by Chief Engineer and Basin Manager, Mahanadi Basin, Burla will select the personnel for engagement through Service Provider Agency.
4. The Service Provider Agency should have an empaneled list of trained/experienced outsourcing personnel so that uninterrupted and continued services can be provided during the period of contract. The Service Provider Agency should be able to provide additional manpower support whenever required by the Authority under the same terms and condition.
5. The Agreement may be extended, on the same terms and conditions or with some additions / deletions / modifications, for a further specific period mutually agreed upon by both the parties.
6. The manpower deployed by the Service Provider Agency will be required to report for work at scheduled time fixed by the Govt. or the Authority in normal case and may also be required to work beyond the duty hour in exceptional and emergency cases for which he would not be paid any extra remuneration.
7. The manpower deployed for the purpose must have good moral character and cordial attitude and should not reveal the official information to outsiders and must maintain confidentiality.
8. The Service Provider Agency may nominate a Coordinator who shall be responsible for periodic interaction with the Authority, so that optimal services of the persons deployed could be availed without any disruption.
9. The attendance rolls for the personnel deployed by the Service Provider Agency at the disposal of Authority shall be provided by the Service Provider Agency and it shall be monitored by the Service Provider Agency on regular basis. These attendance rolls shall be signed by the authorized representative of Service Provider Agency who shall get it verified from the designated officer & Countersigned by the JE / AE/ AEE.
10. The entire financial liability in respect of manpower services deployed in the Authority's location shall be that of the Service Provider Agency and the Authority will in no way be liable for the same. It will be the responsibility of the Service Provider Agency to pay to the person deployed a sum not less than the proposed monthly remuneration as mentioned in the financial bid.

11. The Service Provider Agency shall provide a substitute well in advance if there occurs any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the Service Provider Agency.
12. The personnels engaged for the above-mentioned work should have experience in similar nature of work i.e. maintenance of canal of Major Irrigation Project at least for a period of 3 (Three) years.
13. The persons deployed shall, during the course of their work be privy to certain qualified documents and information which they are not supposed to divulge to third parties. In view of this, they shall be required to take oath of confidentiality and breach of this condition shall make the Service Provider Agency as well as the person deployed liable for penal action under the applicable laws besides, action for breach of contract.
14. The Service Provider Agency shall be responsible for compliance of all statutory provisions relating to minimum wages payable to the persons deployed at the Authority's location. The Service Provider Agency should ensure regular payment of monthly salary to the personnel engaged by the Service Provider Agency by 10th of the succeeding month after deduction of applicable statutory dues. The Service Provider Agency should credit the monthly salary of its employees in their respective Bank Account.
15. The engagement of outsourced person shall be purely on contract basis. The Service Provider Agency shall at all times make it absolutely clear to the outsourced personnel hired through them. Any outsourced personnel deputed can be removed any time by giving notice to the Service Provider Agency and the Service Provider will have to provide suitable replacement acceptable to Authority within 3 working days.
16. The service Provider Agency should have experience in similar nature of work i.e. maintenance of Canal of Major Irrigation Project engaging experienced/trained manpower at least for a period of 3 (Three) years.

SECTION-III

SCHEDULE OF REQUIREMENT

Tentative requirement of Man power to be deployed for the proposed services given here as under: -

(To be filled up by the Tender Inviting Authority)

Name of the Office: Superintending Engineer, Barpali Irrigation Division, Barpali.

Sl.No.	Category of Personnel	Requirement(No of Personnel)
1	Unskilled	50
Total		50

[NB: All the scopes are tentative & can be modified as per the requirement of the Tender Inviting Authority Strikeout the service which is not required for the purpose]

SECTION-IV

GENERAL TERMS AND CONDITIONS

1. The commencement of engagement of personnel through Service Provider Agency is from the date of Agreement and the period of Agreement is for **Six Months Only** unless it is curtailed or terminated by the Authority owing to deficiency of service, sub-standard quality or manpower deployed, breach of contract etc. or change in requirements.
2. The Agreement shall automatically expire on completion of Agreement period of **Six Months** unless extended further by the mutual consent of the Service Provider Agency and the Agreement signing Authority.
3. The Agreement may be extended, on the same terms and conditions or with some additions / deletions/ modifications for a further specific period mutually agreed upon by the Service Provider Agency and the Agreement signing Authority.
4. The Service Provider Agency shall not be allowed to transfer, assign, pledge or subcontract its rights and liabilities under the Agreement to any other Agency or organization by whatever name be called without the prior written permission of the Authority.
5. The Department, at present, has tentative requirement of different categories of personnel. The requirement of the Department may further increase or decrease marginally, during the period of initial contact also and the Tenderer would have to provide additional personnel, if required, on the same terms and conditions.
6. The Service Provider Agency will be bound by the details furnished by it to the Authority while submitting the tender or at subsequent stage. In case, any of such documents furnished is found to be false at any stage, it would be deemed to be a breach of terms of Agreement making it liable for legal action beside termination of the Agreement.
7. The Authority reserves the right to terminate the Agreement during initial period also after giving 15 days notice to the Service Provider Agency.
8. The persons deployed shall be required to report for work as per the time period intimated by the Superintending Engineer or his designated officer and must work for 8 hours with user break as per Labour Department. The engaged personnel may also require to work beyond scheduled time in case of emergency for which he would not be paid any extra remuneration. In case, the person deployed remains absent on a particular day or comes late/ leave early on three times, proportionate deduction from the remuneration for one day will be made.
9. The person deployed may be called on holiday to attend emergency duty and they will be allowed compensatory leave in lieu of their duty on holiday.
10. The Service Provider Agency shall nominate an experienced Coordinator who shall be responsible for immediate interaction with the Department so that optimal services of the persons deployed could be availed without any disruption.
11. The entire financial liability in respect of manpower service deployed in the Department or Office concerned shall be that of the Service Provider Agency and the Department or Office concerned will in no way be liable. It will be the responsibility of the Service Provider Agency to pay to the person deployed a sum not less the minimum rate quoted in the financial Bid and adduce such evidence as may be required by the Department or Office concerned.
12. For all intents and purpose, the Service Provider Agency shall be the “Employer” within the meaning of different Rules Acts in respect of manpower so deployed. The persons deployed by the Service Provider Agency shall not have any claim whatsoever like employer and employee relationship against the Department or Office concerned.

13. The Service Provider Agency shall be solely responsible for the redressal of grievance or resolution of disputes relating to persons deployed. The Department shall, in no way, be responsible for settlement of such issue whatsoever. In case the grievances of the deployed person are not attended to by the Service Provider Agency the deployed person can place their grievance before a Joint Committee consisting of a representative of the deployed office concerned and an Authorized representative of the Service Provider Agency.
14. The Department shall not be responsible for any financial loss or any injury to any person deployed by the Service Provider Agency in the course of their performing function/ duties, or for payment towards any compensation.
15. The persons deployed by the Service Provider Agency shall not claim nor shall be entitled to pay, perks and other facilities admissible to regular / confirmed employees during the contract period or after expiry of the Agreement.
16. In case of termination of this Agreement on its expiry or otherwise, the persons deployed by the Service Provider Agency shall be entitled to and shall have no claim for any absorption in regular or other capacity.
17. The person deployed shall not claim any benefit or compensation or absorption or regularization of deployment with office under the provision of rules and Acts. Undertaking from the person deployed to this effect shall be required to be submitted by the Service Provider Agency.
18. The Service Provider Agency must be registered with the concerned Govt. Authorities, i.e., Labour Commissioner, Provident Fund Authorities, Employees State Insurance Corporation etc., and a copy of the registration should be submitted. The Service Provider Agency shall comply with all the legal requirements for obtaining License under Contract Labour (Regulations and Abolition) Act, 1970 if any, at his own part and cost.
19. The Service Provider Agency shall provide a substitute well in advance if there occurs any probability of the person leaving the job due his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the Service Provider Agency. The Service Provider Agency shall be responsible for contributions towards Provident Fund and Employees State Insurance, wherever applicable.
20. The persons deployed by the Service Provider Agency should have good police records and no criminal case should be pending against them.
21. The persons deployed should be polite, cordial and efficient while handling the assigned work and their actions promote good will and enhance the image of the Department or office concerned. The person deployed shall be responsible for any of indiscipline on the part of the person deployed.

LEGAL

22. The persons deployed shall, during the course of their work be privy to certain qualified documents and information which they are not supposed to divulge to third parties. In view of this, they shall be required to take oath of confidentiality and breach of this condition shall make applicable laws besides, action for breach of contract.
23. The Service Provider Agency shall be responsible for compliance of all statutory provisions relating to minimum wages payable to different types of works in respect of the persons deployed by it in the Department or office concerned. The department or office concerned shall have no liability in this regard.
24. The Service Provider Agency shall also be liable for depositing all taxes, levies, Cess etc. on account Will service rendered by it to the Department or office concerned to the concerned tax collection Authorities, from time to time, as per the rules and regulations in the matter. Attested Xerox copies of such documents shall be furnished to the Department or office concerned.
25. The Service Provider Agency shall maintain all statutory registers under the Law and shall produce the same, on demand, to the Authority of the Department or office concerned or any other Authority under Law.

26. The Tax deduction at source (TDS) shall be done as per the provisions of Income Tax Act/Rules, as amended, from time to time and a certificate to this effect shall be provided by the Department or office concerned.
27. In case, the Service Provider Agency fails to comply with any liability under appropriate law, and as a result thereof, the Department or the office concerned is put to any loss/ obligation, monetary or otherwise, the Department or the office concerned will be entitled to get itself reimbursed out of the outstanding bills or the performance security deposit of the Service Provider Agency, to the extent of the loss or obligation in monetary terms.
28. The Agreement is liable to be terminated because of non-performance, deviation of terms and conditions of contract, non-payment of remuneration of employed persons and non-payment of statutory dues. The Department or Office concerned will have no liability towards non-payment of remuneration to the persons employed by the Service Provider Agency and the outstanding statutory dues of the service provider to statutory Authorities. If any loss or damage is caused to the Department or Office concerned by the persons deployed, the same shall be recovered from the unpaid bills or adjusted from the Performance Security Deposit.
29. Goods and Service Tax (GST) will be applied as per prevailing rules or as amended from time to time. As Goods and Service Tax has come into force with effect from 01.07.2017, GST as applicable will be paid extra after gross bill amount prepared vide section-15 and section -142 (11-C) of Odisha Goods and Service Tax Act -2017.
30. Suitable personnel of different categories will be engaged through Service Provider Agency observing selection procedure by Committee constituted by Chief Engineer and Basin Manager, Mahanadi Basin, Burla.
31. Service Charge will be paid on labour rate only.
32. Basic rate in figure to be entered by the Bidder in the Bid will be the minimum labour rate per day + Employer's contribution towards EPF @13% + Employer's contribution towards ESI @3.25% + Quoted amount of Service Charge. The service charge to be quoted in rupees only without any decimal. The Quoted basic rate will be excluding taxes i.e. GST.

FINANCIAL

33. **E.M.D.:** - The Bidder must transfer Rs- 44,216/- (Rupees Forty Four Thousand Two Hundred Sixteen) only (online mode) towards Earnest Money Deposit / Bid security. A Bidder shall make electronic payment gateway using his / her Internet Banking enable account with designated Banks or their aggregator Banks. Bidder having account in other banks can make payment using NEFT/RTGS facility or designated Banks. The Bidder should ensure that EMD/Bid Security is paid through payment gateway online mode only. For all Bidders EMD is mandatory
34. **Performance Security:** - Successful Bidder will have to deposit a Performance Security 10% of the value of accepted tender amount. **(In case the successful Bidder fails to pay one month dues of engaged personnel then it will be paid from Performance Security)** in shape of NSC / Post office saving bank account / Post office time deposit account /Kishan Vikas Patra /Bank Guarantee duly pledged in favour of Superintending Engineer, Barpali Irrigation Division, Barpali from any Nationalized/Scheduled Bank in India counter guaranteed by its local branch at Barpali / Baragada / e- bank Guarantee executed on the National e Governance Services Limited (NeSL) within Seven (7) days of intimation by the Divisional Officer (by e- mail) to the successful Bidder otherwise the successful bidder shall be cancelled.
Further proceeding of blacklisting shall be initiated against the Bidder as per **Works Department Memorandum No. 14299 dt. 03.10.2017 and Amendment made vide Office Memorandum No.14459dt.20.09.2018.**ThetimeperiodofsuchPerformanceSecuritydeposit must be more than the duration of work.

35. In case of breach of any terms and conditions attached to this agreement, the Performance Security Deposit of the Service Provider Agency shall be liable to be forfeited besides annulment of the Agreement.
36. The Service Provider Agency shall raise the Bill, in triplicate, along with attendance sheet duly verified by the Department or Office concerned in respect of the persons deployed, payment receipt of EPF, ESIC for previous month and submit the same to the prescribed authority in the first week of the succeeding month. As far as possible the payment will be released by the second week of the succeeding month.
37. The claim in bills regarding Employees State Insurance, Provident Fund etc. should be necessarily accompanied with documentary proof pertaining to the concerned bill month. A requisite portion of the bill or whole of the bill amount shall be held up till such proof is furnished, at the discretion of the Department or Office concerned.
38. The Authority reserves the right to withdraw or relax any of the terms and condition mentioned above so as to overcome the problem encountered at a later stage.
39. In the event of any dispute arising in respect of the clauses of the agreement the same shall be resolved through negotiation. Alternatively, the dispute shall be referred to the next higher Authority or controlling officer for his decision and the same shall be binding on all parties.
40. All disputes shall be under the jurisdiction of the court at the place where the Authority's Headquarter who has executed the agreement, is located.
41. The successful Bidder will enter into an agreement with Superintending Engineer, Barpali Irrigation Division, Barpali for supply of suitable personnel as per requirement on the above terms and conditions.
42. Any Bidder quoting 0 % Service Charges or consideration their Bid shall be treated as non-responsive.
43. The Bidder should have his registered Office or Branch Office within the State of Odisha. Bidder shall upload relevant registration certificate as part of bid submission. Bids received without this document are liable to be rejected.
44. Bidder should submit copy of experienced certificate or work order of providing manpower services to any Govt. Department/Govt. Undertaking/PSU Organization during last three years.

SECTION –V

BID COVERING LETTER
(BIDDER LETTER HEAD)

Place:.....

Date:.....

To

The Superintending Engineer,
Barpali Irrigation Division, Barpali

Sub: - “Engagement of different categories of personnel on outsourcing basis for operation and maintenance of Hirakud System for Barpali Irrigation Division, Barpali under Additional Chief Engineer, Canal Circle, Burla for the year 2026-27 (From 01.10.2026 to 31.03.2027).”

Dear Sir,

I, the undersigned, offer to participate in the tender process to provide services for Manpower in accordance with your **Tender Call Notice No. BID-03/2026-27 (Online)** and **Bid Identification No. BID-03 (01 of 01)/2026-27**. We are hereby submitting our proposal, which includes Bid Proposal sealed in envelopes.

I hereby declare that all the information and statements provided in the technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to **90 Days** and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the RFP document. In case any provision of this tender is found violated, then your office shall have the rights to reject our proposal including forfeiture of the earnest money deposit absolutely.

Yours faithfully

(Signature of the Bidder)

Name:

Address of the Bidder:

(FORM– T1)

1.	Name of the Bidder	
2.	Details of Bid Processing Fee	No.:
		Date:
		Amount(Rs.)
		Drawn on Bank:
3.	Full Address of Registered Office	Postal Address:
		Telephone No.:
		FAX No.:
		E-Mail Address:
4.	Name & telephone number of the authorized person signing the bid	Name and Designation:
		Mobile Number:
5.	Bank Name	Account Number:
		Bank and Branch Name:
		IFSC Code
6.	PAN No. (Attach self-attested copy)	
7.	GSTIN (Attach self-attested copy)	
8.	E.P.F. Registration No. (Attach self-attested copy)	
9.	E.S.I. Registration No.(Attach self-attested copy.)	
10	Labour License (Attach attested copy)	
11	Acceptance to all the terms& Conditions of the Tender (Yes/No).	
12	Power of Attorney / Authorization letter for signing the of the Bid documents	

13	Undertaking that no criminal case is pending with the police at the time of submission of Bid.(Yes/No)	
14	Mention the total Number of pages in the tender document.	

14. Financial Turn over of the Bidder for the last three financial years.(*)

Financial Year*	Turn Over Amount (In INR)	Average Turnover (in INR)
2023-24		
2024-25		
2025-26		

**Certified by Chartered Accountant*

**from the date of issue of Tender*

15. Details of the similar type service provided by the Bidder in last three years:

Sl. No.	Period	Name of Authority with Complete Address & Fax no	Type of services provided with details of manpower deployed	Contract Amount(in INR)	Duration	
					From	To
1						
2						
3						

FORM-T2

UNDERTAKING

***(On the Stamp Paper of appropriate value in shape of affidavit from
the Notary regarding non-blacklisting)***

I, hereby undertake that, our organization has not been blacklisted / debarred by any of the Central / State Government Department/ Office or by any Public Sector Undertaking (PSUs) and not blacklisted by any authority during the recent past.

Yours sincerely,

***Authorized Signature
[In full and initials]***

Name and Designation of the Signatory:

Name of the Bidder and Address:

FORM-T3

UNDERTAKING

[On the Bidder's Letter Head regarding not have any pending judicial proceedings for any criminal offences]

I, hereby undertake that there is no criminal case pending in any Court of Law against our company or against the Proprietor/Director/Persons to be deployed by our company.

I/we further certify that Proprietor/Director/Persons to be deployed by our company of my company have not been convicted of any offence in any Court in India during the recent past. I understand that I am fully responsible for the contents of this undertaking and its truthfulness.

Yours sincerely,

*Authorized Signature
(In full and initials)*

Name and Designation of the Signatory:

Name of the Bidder and Address:

(FORM – T4)
DECLARATION

I, Shri Son/Daughter/Wife of Shri_____

Proprietor/Director/ Authorized signatory of_____

(Name of the Service Provider) competent to sign this declaration and execute this tender.

I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;

The information and documents furnished along with the tender are true and authentic to the best of my knowledge and belief. I am well aware of the fact that, furnishing of any false information / fabricated document would lead to rejection of our tender at any stage besides liabilities towards prosecution under appropriate law.

(Signature of Authorized Representative with seal)

Place:

Date:.....

Enclosures:

- Bid Processing Fee (Online payment receipt)
- Copy of Tender document (each page must be signed)
- Duly filled Bid.
- List of Documents as applicable

DETAILCALULATION SHEET (Based on present labour rate, applicable EPF and ESIC) (Calculation considering engagement period for six months)										
Name of the Work: Engagement of different categories of personnel on outsourcing basis for operation and maintenance of Hirakud System for Barpali Irrigation Division, Barpali under Additional Chief Engineer, Canal Circle, Burla for the year 2026-27 (From 01.10.2026 to 31.03.2027).										
Sl. No.	Category of Personnel	Personnel (Nos)	Rate per day per one person (In Rs.)	EPF @13% (In Rs.)	ESI@ 3.25% (In Rs.)	Quoted Service charges (In Rs.)	Rate per person per day (In Rs.) (Col No. 4 +5+6+7)	Rate per person for 26 days(in Rs.) (Col No. 8 × 26)	Total amount category wise Per month (In Rs.) (Col No 3 x 9)	Total amount required (In Rs.) (Col No 8x50x156 days)
1	2	3	4	5	6	7	8	9	10	11
1	Unskilled	50	472.00	61.36	15.34					
	TOTAL	50	GRAND TOTAL							

* Quoted Service charge must be in Rupees only without any decimals.

* Column No. 8, 9, 10,11 not to be rounded up. Derived decimal s (up to two digit) to be taken into consideration.

* Labour Rate taken vide Notification No.2602/LC date-30.04.2025 of Labour Commissioner, Odisha, Bhubaneswar.

* The final derived Grand total amount (including decimals) will be entered in BOQ (In the column "Basic rate in Figures to be entered by the Bidder")

Signature of the Bidder