

SCOPE OF WORK

India Government Mint, Noida invites bids from qualified bidders for Annual contract for unloading and stacking of coin blank drums from 740 Trucks.

Description for Job work for unloading of drums:

1. Hiring of Material Handling Equipment for unloading and stacking of coin blank drums from closed/open trucks and containers with operator and other accessories. The firm should make sure that while unloading the coin blank drums, the vehicle of the coin blank drums should not be damaged.
2. The Contractor shall report within one hour of intimation by the mint authority along with fork lift, chain pulley, labours, Crane (when required) and other accessories required for unloading of drums containing the coin blanks from closed/open trucks and containers and the same will be stacked as per Mint direction.
3. The contractor may be preferably within a radius of 6 kms from Mint, so that the firm can report for unloading the material within an hour after getting intimation from us. If the floor of the truck is damage or not good for unloading of drums then the firm will be unloading the truck with the help of crane.
4. During unloading of drums from truck if any drum will open and coin blanks spreads on the floor of truck/on road then it should be vendor's responsibility to collect the coin blanks and stored in the container provided by mint.
5. Safety of their workers in the scope of vendor only.
6. Safety equipments should be provided by the vendor only.

Eligibility Criteria:

The bidder firm should meet following eligibility criteria to qualify for the subject GEM bid:

- (a) For MSE/Start-up firm: The bidder must have capability to provide the relevant services.
- (b) For other firm - Experience and past performance: The bidder should have experience of having successfully completion of required service i.e., minimum 296 trucks, in any one of the last five years ending on 31.03.2025.

TERMS AND CONDITIONS

1. **TAX & DUTIES**: Shall be applicable as per Government directives.
2. **QUANTITY & PERIOD**: 740 Trucks in 12 months.
3. **PAYMENT TERMS**: Payment shall be made on monthly basis within 30 days after satisfactory completion of every month, acceptance, as per approval of concerned authority & subject to submission of bill in triplicate.
4. **Option Clause**: India Govt. Mint, Noida reserves the right to increase the 25% quantity at any time, till final completion of the contract, by giving reasonable notice even though the job done initially has been completed in full before the last date of delivery.
5. **Liquidity Damages**: If the Seller/Service Provider fails to deliver any or all of the Goods/Services within the original/re-fixed delivery period(s) specified in the contract, the Buyer will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions aforesaid, @ 0.5% of the contract value of delayed quantity per week or part of the week of delayed period as pre-estimated damages not exceeding 10% of the contract value of delayed quantity without any controversy/dispute of any sort whatsoever.

Additional Terms and Conditions

1. The firm should make sure that while unloading the coin blank drums, the vehicle of the coin blank drums should not be damaged.
2. Keeping in view the heavy weight of coin blank drums it is liability of service provider to execute the work in safe manner with adequate manpower. Since, the cited service is being provided per truck basis & is not a manpower hiring case, it shall be the responsibility of service provider to provide all the safety equipment, tools etc. to their manpower.
3. India Govt. Mint, Noida authorities are to be informed by the contractor as soon as any accident occurs.
4. Compensation to the family on account of death/disability and of any labour deployed by the service provider shall be the sole liability of the service provider.
5. In case if any accident takes place during the work the responsibility shall lie with the service provider only.
6. The service provider shall ensure that the labour employed by them abides by all security regulations imposed by the India Government Mint, Noida and does not in any manner compromise security of IG Mint, Noida property/area.
7. The work will not be considered complete and taken over unless the user department has issued Job Completion Certificate.
8. Damages to Govt. Property: Service provider is liable to pay for damages caused to the Government property on account of negligence by their staff.
9. If found, any security breach by the contractor, will lead to:
 - a) Termination of Contract.
 - b) Payment of Damages.

10. Please Provide scanned copy of cancelled cheque of Account in which payment is to be made & E-mail address also.

Note: - BIDDERS ARE REQUESTED TO DULY SIGNED AND STAMPED THE ABOVE SCOPE OF WORK AS ACCEPTANCE AND COMPLIANCE OF ALL TERMS AND CONDITION OF THE BID AND NEEDS TO SUBMIT ALL RELATED DOCUMENTS ALONG WITH THE BID.

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