



## केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद)

[कृषि अनुसंधान एवं शिक्षा विभाग, कृषि मंत्रालय, भारत सरकार]

## Central Marine Fisheries Research Institute

(Indian Council of Agricultural Research)

[Department of Agricultural Research and Education, Ministry of Agriculture, Govt. of India]

पोस्ट बॉक्स सं. 1603, एरणाकुलम नोर्थ पी.ओ., कोच्ची - 682018, केरल, भारत

**Post Box No. 1603, Ernakulum North P.O., Kochi - 682018, Kerala, India**

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F. No. 8-26/2014 - CDN

Dated: 27.10.2014

### TENDER NOTICE

Sealed Tenders are invited from experienced and eligible Service Providers for engaging Vessel Staff at R.V. Silver Pompano Fishery Research Vessel of CMFRI for regular operation on contract basis as per the schedule of work enclosed (Annexure – I) at the Office of the Director, Central Marine Fisheries Research Institute, P.B. No. 1603, Ernakulam North P.O., Kochi – 682 018 for the period from 01.12.2014 to 30.11.2015.

Service provider should submit details of other organizations to whom they have extended similar service in the recent past as well as present. Service provider should be registered under the provision of Contract Labour (Regulation & Abolition Act, 1970) and shall be responsible for fulfilling all obligations under various labour laws as applicable and amended from time to time.

The tender fee for Rs.200/- and an earnest money of Rs.2.5% of the total contract value(one year) must be deposited in the form of DD in favour of ICAR UNIT CMFRI payable at Kochi. The tender will not be considered if tender fee and earnest money is not deposited.

The Service provider should specify the class/category of personnel they would be providing to this Office and the rate of wages that would be paid to them. The Service providers should be ensured that suitable substitutes are posted in case of any one is absent

The terms & conditions of the work are given in Annexure – II. Those who are interested may submit their tender in the prescribed format attached herewith (annexure – III). **The tender should be in a sealed envelope and superscribed as “Tender for engaging the Vessel Staff at R.V. Silver Pompano Fishery Research Vessel of CMFRI for regular operation – Due on 18.11.2014”. The last date for receipt of the tender at this office is 18.11.2014 at 2.00PM and the same will be opened on the same day at 2.15PM.**

The tender received after the due date shall be summarily rejected. The Director, Central Marine Fisheries Research Institute, reserves the right to accept or reject any or all tenders without assigning any reason.

Administrative Officer,  
CMFRI, Kochi -18.

**Schedule of Work**

**1. Duties of Skipper**

1. Controlling all the staff on board in the fishing vessel.
2. Navigating the Vessel.
3. Maintaining the equipment and operating.
4. Taking care of the safety of the vessel and the crew.
5. Management of the vessel in all respects.
6. Any other duties assigned by the competent officers in CMFRI.

**Qualification of the skipper.**

1. 10<sup>th</sup> Standard.
2. Certificate of competency as skipper of Fishing Vessel issued by Mercantile Marine Department.

Or

Five years practical experience on board fishing vessel after obtaining Mate fishing vessel competency certificate issued by Mercantile Marine Department

**2. Duties of Fishing Engineer**

1. In charge of the Engine room of the vessel and to ensure its proper running, supervision of the staff working in engine room of the vessel.
2. Operational maintenance and the running of machinery and engines of fishing vessel.
3. Regular watch on main engine and auxiliary engines.
4. Any other duties assigned by the competent officers in CMFRI.

**Qualification of Fishing Engineer**

1. Matriculation passed from a recognized Board / University or equivalent.
2. Certificate of competency of MOT first class or Second Class Engineer (Motor) or Certificate of Competency as Engineer (Fishing Vessels) issued by the Mercantile Marine Department.
3. 5 years experience in operation and maintenance on the engine side of fishing vessels.

**3. Duties of Certified Bosun**

1. Functioning as deck officer on board in the fishing vessels.
2. Assisting Skipper of the vessel in the fishing operation.
3. Supervising the work of the deck side staff during operation of the fishing vessel.
4. Regular watch keeping on board the vessel.
5. Assisting the Skipper in the navigation and fishing operations.
6. Any other duties assigned by the competent officers in CMFRI.

### **Qualification of Certified Bosun**

1. Matriculation and Certificate of Competence as Mate (Fishing Vessel) issued by the Mercantile Marine Department of DG (Shipping).
2. 5 years experience in a fishing vessels

#### **4. Duties of Deckhand**

1. Attending the watch duty in the deck side of the Vessel.
2. Handling of fishing gear (Fishing nets of different types, weighing in tones).
3. Fishing Process, physical sorting and cleaning of fish, preservation of fish in the fish hold.
4. Cleaning and painting of deck machinery and superstructure.
5. Repairing of the nets on board the vessel.
6. Any other duties assigned by the competent officers in CMFRI.

### **Qualification of Deckhands**

1. 5 years experience as a Deckhand in a fishing vessels and sea going experience.

#### **5. Duties of Oilman**

1. Maintenance like cleaning, painting and greasing of various machinery in the engine room and to assist the engineers on board, in running the main engine and two to three Auxiliary engines for fishing operation, their maintenance and the same for all other machine in the engine room.
2. Any other duties assigned by the competent officers in CMFRI.

### **Qualification of oilman**

1. 5 years experience as oilman in a fishing vessels and sea going experience..

#### **6. Duties of cook**

1. Arranging provision and vegetables on board for the vessel for sailing and preparation of food as per instruction of deck officers and supplying to officers and crews.
2. Attending to other connected work in the galley.
3. Attending other deck works also as per the instruction of deck officer.
4. To do work in the CMFRI Department Canteen / Farmers Rest Room when there is no sailing.
5. Any other duties assigned by the competent officers in CMFRI.

### **Qualification of Cook**

1. 3 years experience as a cook in a fishing vessels and sea going experience.

Administrative Officer,

## Annexure – II

### Terms and Conditions

1. The contractor should abide by the statutory provisions enacted in the labour laws for minimum wages and should fulfill all the statutory obligations under the ESI, Provident Fund rules etc. in respect of the persons deployed for the works.
2. The Contractor/agency will be responsible for payment of the revised wages, DA, ESI, EPF contribution etc from time to time.
3. **The contractor must pay the EPF, ESI contribution and Service Tax received from the Institute respectively to the concerned Government Departments through separate challan.**
4. The contractor shall be responsible for the maintenance of all records / registers as required, the same may be produced before Competent Authority of CMFRI on demands.
5. The labours engaged by the agency as per the qualification prescribed in the Schedule of Work (Annexure – I).
6. The Institute shall not be responsible for any injury / death caused to any worker during the course of their work. Their treatment / compensation shall not be undertaken by the Institute.
7. The persons posted to work should attend the work in full responsibility especially during difficult conditions.
8. The persons entrusted with the work should carry out the work without causing any damage to the Institute property and disturbance to the staff members. In case of any damage caused, the same will be made good from the payment due to the contractor.
9. The list of personnel deployed under the contract indicating their name, permanent address with photo graphs and copy of certificates should be made available to the undersigned before undertaking the work.
10. The persons deployed for the work should be issued with proper uniform and I.D. card for easy identification at your cost.
11. Changing of workers should be intimated to this Office 15 days before.
12. The engaged personnel should not develop social relationship with CMFRI staff.
13. Successful Tenderer will have to enter a detailed contract agreement with Institute on non-judicial stamp paper of Rs.100/- (Rupees one hundred only)
14. The engaged personnel should follow strict attendance and alternative arrangements are to be made by the agency whenever the engaged personnel going on leave under intimation to this office.
15. 10% of the total amount quoted for one year to be deposited at this office as performance security deposit within seven days of intimation of the award of the work. The amount shall be refundable without any interest after successful completion of the contract period.
16. The Annexures of the tender form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and signed in full by the tenderer.

In such cases reference to the additional pages must be made in the tender form. If any modification of the Annexure is considered necessary it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.

17. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the Annexures to the tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
18. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice.
19. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by the contractor. The Institute will not entertain any claim whatsoever in this respect. However the Income Tax or any other tax which is as per the rules of the Govt. shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by Government.
20. Director, CMFRI reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
21. Director, CMFRI reserves the right to reduce or increase of number of workers during the contract period
22. Decision of Director, Institute shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, CMFRI. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.
23. Acceptance by the Institute will be communicated by FAX/letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/letter etc should be acted upon immediately.
24. The contract will be discontinued at the discretion of the Director, CMFRI if the work is not up to the satisfaction.
25. Wherever and whenever it is found that the work is not up to the mark in any section an amount of Rs.4000/- will be levied as liquidated damages per day. It will be brought to the notice of the supervisory staff of the firm by the Institute and if no action is taken within 24 hours liquidated damages clause will be invoked.
26. Any misconduct/misbehavior on the part of the labours will not be tolerated and such persons will have to be replaced immediately.

27. Institute will provide necessary raw materials for preparation of food items on board on cruise days.
28. No overtime will be paid for the engaged vessel staff.
29. The decision of Director, Central Marine Fisheries Research Institute shall be final and binding on the contractor/agency in respect of any clause covered under the contract and any matter incidental to the contract.

Administrative Officer,  
CMFRI, Kochi – 18.

## Annexure - III

### Format for submitting Tender

1. Name of the Service Provider / Agency :
2. Address with Tel. No., Fax No., E-mail :
3. Contact person's name :
4. Essential details with copies of certificates for the following:-
  - (a) Registration certificate of the firm under the State Government.
  - (b) Employees EPF Registration certificate issued by the local govt. etc.
  - (c) Employees ESI Registration certificate issued by local govt. etc.
  - (d) Service tax Registration certificate issued by Govt. etc.
  - (e) Copy of Pan card.

5.

Sl. No.	Category of Labours	No. of Persons	Rate per month per person (including DA)	EPF	ESI	Contract or's service charge	Service Tax (if applicable)	Total
1.	Skipper	1						
2.	Fishing Engineer	1						
3.	Certified Bosun	1						
4.	Deckhand	4						
5.	Oiler or Oilman	1						
6.	Cook	1						
Total Amount								
(Rupees Only)								

### Declaration

I/We hereby certify that the information furnished above is correct and true to the best of our knowledge. We understand that in the event of information being found false at any stage, the Agency will be black listed and will not have any dealing with the CMFRI, ICAR in future.

(Signature of authorized signatory)

**TENDER FOR THE WORK CONTRACT OF ENGAGEMENT OF VESSEL STAFF AT R.V. SILVER POMPANO  
FISHERY RESEARCH VESSEL OF CMFRI FOR REGULAR OPERATION AT CMFRI HEADQUARTERS,  
COCHIN – 18.**

Full Name & Address of the Tenderer in addition to post Box No., if any, should be quoted in all communications to this office :  
Telephone No. :  
Telegraphic Address/FAX/Cellular No. :  
E-Mail Address :

From  
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To  
The Director,  
CMFRI, Kochi – 18.

I/We have read all the particulars regarding the General Information and other terms and conditions of the contract for engaging Vessel Staff at R.V. Silver Pompano fishery Research Vessel of CMFRI for regular operation as detailed in the annexure - I herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in the Annexure – III to this Tender and I/We agree hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the contract. I/We shall be bound by communication acceptance dispatched within the prescribed time.

2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and form a part of this Tender \_\_\_\_\_  
\_\_\_\_\_ The Annexure I, II and III to accompany this Tender are at pages \_\_\_\_\_.
4. Every page so attached with this Tender bears my signature and the office seal.

Yours faithfully,

Date:

Signature & seal of the Tenderer

Name of Witness :  
Signature of Witness :  
Address :