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### **Section – III Terms and Conditions of Contact with Directorate of Geology & Mining, Uttar Pradesh Lucknow**

The following terms & conditions should be complied with while submitting the Tender:-

1. The Contact of the Outsource Agency will be for a period of one years from the date of issuance of letter of contact.
1. All the correspondence with the client department will be done by **Directorate of Geology & Mining, Uttar Pradesh Lucknow** only.
2. An Agreement/MOU is required to be signed by the Director with the client department for execution of the Job order.
3. The running payment may be released to the Outsource Agency as per the terms and conditions of the Job order awarded to the Outsource Agency by **Directorate of Geology & Mining, Uttar Pradesh Lucknow** and review the performance in work.
4. The Outsource Agency shall also be guided by the terms and conditions given in the e-tender document.
5. **Directorate of Geology & Mining, Uttar Pradesh Lucknow** reserves the right to inspect the site of the Outsource Agency at any time and if the infrastructure is not found adequate as per this tender document requirements, the Outsource Agency will be cancelled.
6. If the Outsource Agency hides only information or gives a wrong information or is found to be misrepresenting, contact of that Outsource Agency shall be cancelled and **Directorate of Geology & Mining, Uttar Pradesh Lucknow** would not be under any obligation to give any clarification or damages.
7. Outsource Agency shall not divulge any contents of this agreement, in part or whole without express written permission of **Directorate of Geology & Mining, Uttar Pradesh Lucknow**.
8. The Outsource Agency shall have to be careful, diligent and show workman like manner in conformity with the accepted standard practices as per industry norms.
9. Any dispute arising out of this contact process shall be subject to the jurisdiction of Lucknow only.
10. If a Outsource Agency is found to obtain jobs/services by means of using fraudulent techniques then their contact shall be cancelled and punitive actions may be initiated against them.
14. The tender terms and conditions must be clearly typed or legible written, giving the full name and address, contact no., e-mail address of the tenderer to upload in the tender.
15. Sub-letting of contract is strictly prohibited. All the pages of technical bids and its enclosures must be signed and stamped by the tenderers. No power of Attorney will be allowed.
16. Processing Fee, Bid Security and affidavit duly notarized by Notary must be submitted in a sealed envelope mentioning tender reference number on it in the office of **Directorate of Geology & Mining, Uttar Pradesh Lucknow** on or before the opening date and time of tender.
17. The Tenderer submitting his tender would be deemed to have considered and accepted all the terms and conditions, No enquiries, verbal or written shall be entertained in respect of acceptance or rejection of the tender.
18. The normal working hours to be followed by the outsources/manpower, will be as per the State concerned client Government Offices working hours but in work necessity, manpower can be deployed by the client department after working hours and no overtime will be payable for extra hours working.

19. The selection process, fixation of emoluments, leave rules etc. for outsourced Manpower deployed by the Agency will be decided by **Directorate of Geology & Mining, Uttar Pradesh Lucknow** in accordance with the requirement / guidelines of client department and its decision in this regard shall be final and binding on the bidders/tenderers. All manpower procured by the Agency will be the employees of the selected outsource Agency who shall issue appointment letter to them before deployment.
20. **Directorate of Geology & Mining, Uttar Pradesh Lucknow** reserves the rights to reject any unreasonably low and unrealistic bid without assigning any reasons thereof.

#### **Evaluation of Qualification Bid**

##### **Qualification Bid:**

Tender Evaluation Committee [TEC] duly appointed by **Director, Directorate of Geology & Mining, Uttar Pradesh Lucknow** shall evaluate the Technical Bids.

The evaluation shall be done only for those bidders whose Bid Security, Processing Fee and affidavit duly notarized by the notary received at **Directorate of Geology & Mining, Uttar Pradesh Lucknow** on or before the bid opening Date and time.

Bidders need to fulfill all the Qualification conditions mentioned in Qualification Criteria of the RFP. TEC will examine the Bids to determine whether they are complete, whether the Bid format confirms to the RFP requirements, whether documents have been properly signed, and whether the Bids are generally in order.

Bids of those Bidders whose Qualification proposal does not meet the set criteria, shall be rejected forthwith.

TEC may seek oral clarifications with the Bidders. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the Bid Documents. The Committee may seek inputs from their professional in the evaluation process.

Conditional Bids will be rejected out rightly.

The decisions of the Tender Evaluation Committee on whether the tenders are responsive or non-responsive will be final and binding on the bidder.

A Bidder, at any stage of tender process or thereafter, in the event of being found after verification by the Tender Inviting Authority, to indulge in concealment or misrepresentation of facts, in respect of the claims of the offer, shall be debarred/black listed and the security deposit will be forfeited.

If any bidder withdraws after the bid submission end date, security deposit will be forfeited.

#### **Bids Not Considered For Evaluation**

**Note-1**Bids that are rejected during the Bid opening process due to incomplete documentation or late receipt shall not be considered for further evaluation .

**Note:2 Original Affidavit Duly Notarized (on Non-judicial Stamp Paper of Rs 100/-) as at Annexure- 4, of CAPABILITY STATEMENT (CS) and Bid Processing Fee & Bid Security money should be sent to Director Geology & Mining, U.P., 27/8**

**Raja Ram Mohan Rai Marg, Lucknow so as to reach there latest by 16 June 2017. No Bid will be evaluated with out submit the Original copy of Notarized Affidavit on Rs.100/- Stamp Paper , Original Demand Draft/Bankers Cheque of Bid Processing Fee & Bid Security (as per ITB clause 7 & 14) for Diretor Geology & Mining, U.P., Lucknow.**

(Jay Prakash)  
Geologist/Officer-Incharg  
For Director