



ESSO-NATIONAL CENTRE FOR POLAR & OCEAN RESEARCH
(MINISTRY OF EARTH SCIENCES, GOVERNMENT OF INDIA)
HEADLAND SADA, VASCO-DA-GAMA,
GOA -403 804

ADVT. NO. : NCPOR/05/2025(1)

**TENDER DOCUMENT FOR HIRING HIGH ALTITUDE PORTERS FOR
HIMALAYAN EXPEDITION**

राष्ट्रीय ध्रुवीय एवं समुद्री अनुसंधान केन्द्र
NATIONAL CENTRE FOR POLAR AND OCEAN RESEARCH
 (पृथ्वी विज्ञान मंत्रालय के अधिन स्वायत्तशासी संस्थान, भारत सरकार)
 (An Autonomous Society under the Ministry of Earth Sciences)

Sealed tender under single bid system are invited for supplying high Altitude Porters for Himansh Research Station, Chandra basin, Himachal Pradesh from May to October, annually.

Services	To supply high Altitude Porters at Himansh Research Station, Chandra basin, Himachal Pradesh for Himalayan expedition from May 2025 to April 2026, annually
Advt. No.	NCPOR/05/2025(1)
Division	Himalayan Cryosphere Programme , Polar Science
Amount of EMD	NIL
Closing Date and Time for tender submission, place of submission	01/03/2025 (17:30 hrs) Tender Box No. 2486/2025/Himalayan Cryosphere; Lab Block reception, National Centre for Polar and Ocean Research (NCPOR), Headland Sada, Vasco Da Gama Goa 403804
Date and time of opening tender	03/03/2025 (15:00 hrs)
Bid validity upto	90 days

TABLE OF CONTENTS

Sl. No.	Description	Remarks	Page No.
1	Introduction, Eligibility and Terms & Conditions, Details of high Altitude Porters	Annexure-I	3-6
2	Particulars of Tenderer	Annexure-II	7
3	Price Bid Format	Annexure-III	8

ANNEXURE-I

ESSO- National Centre for Polar and Ocean Research (NCPOR) is India's premier R&D institution responsible for the country's research activities in the polar and Southern Ocean realms. Major activities of the Centre are Indian Scientific Expedition and research to Antarctica, Arctic, Himalaya and Southern Ocean. We invite service provider for supplying high altitude porters for Himalayan expedition at Himansh station situated in Lahaul-Spiti region of Himachal Pradesh during entire expedition period from May to October (summer) and November to April (winter), annually. The assignment of high altitude porters for carrying the scientific instruments, mountain gears, food and other accessories items from road head to Himansh station and from Himansh station to ablation and accumulation zone of Chandra and adjoining basin glaciers.

(1) Eligibility Criteria:

The bidder should be able to supply high altitude porters at Himansh station for supporting scientists and staff staying at the station. Bidders should meet the following eligibility criteria to qualify the tender:

- (a) The Individual/Agency must have a minimum of three years' experience in supplying high altitude porters to Public Sector Companies/Banks/Central or State Government Departments or reputed organizations.
- (b) Self-Certificate that the firm has not been blacklisted by any Central Government Department/Ministries/PSU's/Banks, etc. should be enclosed.
- (c) Self-certified copy of the PAN card allotted to bidder shall be attached with the Bid/tender document.
- (d) Self Certified copy of GST registration allotted to bidder shall be attached with the bid/tender document, if applicable.

(2) Period and term of Contract:

The contract is initially for the period of one year (May 2025 –April 2026) from the date of award of work or as per the work order whichever is earlier. The rates will remain unchanged during period of contract. Upward change in rates will not be considered due to any reason including other additional taxes levied on etc during the period of contract. The contract is extendable for another two more years with same rates and terms and conditions based on satisfactory performance assessed by NCPOR.

(3) Taxes & Duties:

Any taxes should be quoted separately in price bid/schedule column along with the GST number (if GST applicable).

(4) Right to Acceptance:

Director, NCPOR reserves the right to accept or reject any or all tenders, either in part or full or the right to not to accept the lowest offer, without assigning any reason, whatsoever. In case of any dispute on this matter or during contract period, NCPOR's decision in all matters shall be final and legally binding on the tenderer/contractor/party.

(5) Condition of high Altitude porters:

A.

- (i) Tenderer should provide a sufficient number of porters as per requirement raised by NCPOR authorised officer during the entire period of contract out which at least two porters should be proficient cook
- (ii) Porters should have willingness to work in high Altitude region (3250- 6000m altitude) of Himalaya specially in Chandra basin, Lahul-Spiti district of Himachal Pradesh
- (iii) The porters should be flexible to work as a simple labour (carrying sands, pebbles, rocks etc for maintaining station, hydrological site, observatories etc)
- (iv) The porters should be skilled enough to carry the scientific equipments, tents, rations etc to the advance camp and capable to stay at high altitude region(>5000m) for a period of 15 days continuously.
- (v) Porters should be compatible to support scientist for handling various scientific instruments during field activities like installation, holding, pulling etc over glacier surface.
- (vi) Porters should be physically and medically fit (not suffering from any chronically disease) to work in high altitude (>4000m) region of Himalaya.
- (vii) Porters should have good temperament and should not make any chaos and inadequate activities with the team members during expedition period
- (viii) Tenderer should ensure food (breakfast, lunch and dinner and tea and snacks) for all porters. The food should be of standard quality and maintain the minimum required Kcal for working in high Himalayan terrain.
- (ix) The contractor shall provide all necessary personal safety equipment and first aid apparatus available for the use of porters employed.
- (x) Any injury/accident/death to the porter during the contract period shall be the responsibility of the contractor, and the compensation, etc. payable under the labour laws shall be paid by the contractor.
- (xi) NCPOR has all right to remove any porters due to misbehaviour or not providing satisfactory services, Tenderer should replace and maintain the minimum requirement of the porters at station during the contract period

(B) Compliance with Acts/Rules:

Contractor shall comply all statutory Acts, labour laws/regulations/porter acts etc.

(C) Consumption of Liquor is not allowed:

The tenderer shall ensure that the high altitude porters don't report for duty under the influence of liquor. He shall also ensure that they conduct themselves in a proper and orderly manner at all times, while on assignments under the Contract resulting from this tender, and any lapse in this regard shall lead to termination of contract without any notice and decision of Director NCPOR shall be final and binding on the contractor.

(6) Payment:

- (a) Payment will be made within 30 days on submission of bill in duplicate signed by the respective officer/user. TDS and GST as applicable will be deducted.
- (b) No advance payment will be made.
- (c) Bills duly completed in all respects should be submitted every fifteen days during expedition period. Delay in submission of the bills may result in delay of payment, for which the NCPOR shall not be held responsible.
- (d) PAN and **GST (if applicable)** should be of Billed entity, failing which no payment will be made.

7. Penalty:

Any complaint from the users regarding poor upkeep, maintenance, non-availability of above accessories or any of the conditions prescribed for porters not being met would attract a cut from the bill @ 10% of the monthly billed amount.

8. Security:

The tenderer shall make his own reasonable arrangement for the safety of porters. NCPOR will not be responsible for loss due to any reasons.

9. Indemnity:

The tenderer shall indemnify NCPOR against any or all liabilities, legal, financial or otherwise, which may arise during the currency of the Contract as a result of non-compliance with the aforesaid Terms and Conditions or otherwise.

10. Cancellation of Contract:

The Contract resulting from this tender may be terminated by NCPOR at any time during its currency without any notice or without assigning any reason thereof or compensation in lieu, thereof. However, in case, if the tenderer wants to cease the Contract, he shall have to give two

months' notice to NCPOR.

11. Nature of Contract:

The Order resulting from the tender shall be treated as an individual contract and it shall not create any general lien on the tenderer and shall not get prejudiced in execution due to any situation arising out to some other contract that the tenderer may have with NCPOR.

12. Rejection of Tender/Quotation:

Tender/Quotation duly completed in all respect along with necessary document should be submitted at NCPOR, on or before due date and time. Quotation received without signature, seal document or incomplete quotation/tender will be summarily rejected.

13. Jurisdiction:

In the event of any dispute/difference remains unresolved through NCPOR, the same shall be subject to the jurisdiction of the State of Goa.

14. Tenderer submitting a tender would be presumed to have read and fully understood all the terms and conditions and instructions contained in the tender documents and parts / annexure thereof. No enquiry, verbal or written, shall be entertained in respect of acceptance / rejection of the tender.

15. The Annexure I to III will form part of the Tender.

(I/We hereby agree to the above terms and conditions)

Signature and seal of the tenderer

Date:

Seal:

Full Address:

ANNEXURE-II

PARTICULARS OF THE TENDERER

(Bidder should fill this form and enclose along with original copy of the tender duly signed)

1.	Name of the Bidder (Party):	
2.	Firm of Bidder:	
3.	Telephone No. (Office):	
4.	Mobile:	
5.	Telephone No. (Residence):	
6.	Office Address:	
7.	Residential Address	
8.	PAN of the Bidder: (Copy of PAN to be attached)	
9.	GST of the Bidder (if applicable, copy of GST to be attached)	

Signature and seal of the Tenderer

Date:

Seal:

PRICE BID FORMAT

1. The bidders should quote for high altitude porters price bid given below, failing which the bid will not be considered.
2. The rates to be quoted all inclusive i.e.taxes, etc.
3. Below mentioned description is indicative and total cost at the last column will be used for arriving L1 bidder. The payment shall be as per the actual usage at the quoted unit prices.

Porter			
High Altitude Porter	Per day Porter charges inclusive of food, GST etc	Number of days (180)	Total hiring charges for 15 porters
For Summer (May-October)			
For Winter * (November -April)			

- *Porters deploy for winter must have experience to accommodate extreme conditions as given below,
- i) Hardship in winter (November –April) at Himansh station would be more due to extreme cold with a mean of sub-zero temperature. Sometimes, it may be dropped well beyond -20°C.
 - ii) Manali –Batal-Kaza road is completely closed officially during November to April due to technical and legal reasons. Porters deployed for winter at Himansh will not be able to travel back Manali or any nearby town till April by road. Therefore porters need to stay at Himansh without any possibility to travel between Himansh stations to Manali.
 - iii) Snow fall during winter at Himansh station (Chandra basin) would be much higher than summer.

Note: Bidder can quote separate rate for summer and winter to supply high altitude porters

Signature and seal of the Tenderer

Date:

Seal:

Address: