



भारतीय प्रबंध संस्थान रायपुर
Indian Institute of Management Raipur

भारतीय प्रबंध संस्थान, रायपुर 'हाउसकीपिंग सेवाओं' के लिए योग्य
बोलीदाताओं से बोलीयां आमंत्रित करता है।

The Indian Institute of Management Raipur invites bids from
eligible bidders for the 'Housekeeping Services' at IIM Raipur.

Online tendering through GeM portal

(<https://gem.gov.in/>)

भारतीय प्रबंधन संस्थान रायपुर
अटलनगर, पीओ - कुरु (अभनपुर),
रायपुर – 493 661, छत्तीसगढ़
वेबसाइट: <http://www.iimraipur.ac.in/>

Indian Institute of Management Raipur
Atal Nagar, P. O. - Kurru (Abhanpur),
Raipur – 493 661, Chhattisgarh
Website: <http://www.iimraipur.ac.in/>

Contents

S. No.	Item / Particulars	Page No
1	Notice Inviting Tender	03-04
2	<u>Part-I: Technical Bid (Annex-I to VII)</u>	05-12
	Annex-I: Scope of Work including terms & conditions. (Housekeeping Service)	
	Annex-II: General Terms and Conditions of Contract	13-17
	Annex-III: Eligibility Criteria	18-21
	Annex-IV: Auditor Certificate for no court case pending	22-22
	Annex-V: Bidder/ Agency Details	23-23
	Annex-VI: Instructions for Online Bid Submission	24-24
	Annex-VII: Tender Acceptance Letter	25-25
3	Part II: Financial Bid	26-27

NOTICE INVITING TENDER

आईआईएम रायपुर में हाउसकीपिंग सेवाएं प्रदान करने के लिए दो बोली प्रणाली यानी तकनीकी बोली (भाग-1) और वित्तीय बोली (भाग-2) के तहत प्रतिष्ठित और अनुभवी एजेंसियों से आईआईएम रायपुर **GeM** पोर्टल के माध्यम से बोलियां आमंत्रित करता है।

IIM Raipur invites bids through GeM Portal from reputed and experienced agencies under two bid systems i.e. Technical Bid (Part-1) & Financial Bid (Part-2) for providing Housekeeping Services at IIM Raipur.

Period of Contract	The period of contract will be initially for 02 Years which may be extended further for the period of two years on one year extension + one year extension basis i.e (2 yr. + 1 yr ext.+1 yr ext.) subject to satisfactory performance of the service provider.
Estimated cost (Lum sum)	Rs.1.82 Crore inclusive all (Annually) x 2 yrs= Rs.3.64 Crore
EMD (Earnest Money Deposit)	Rs.10,00,000/- (Rupees Ten lakh Only)- Demand Draft in favor of "IIM Raipur" payable at Raipur from any Scheduled Commercial Bank except Co-operative & Gramin bank. Tender Fee should reach physically through speed post/registered post/courier in an envelope & superscribed with subject, "GeM bid number and date" addressed to The CAO, IIM Raipur, Atal Nagar, Kurru, Abhanpur, Raipur, Chhattisgarh, INDIA 493661; on or before the Bid submission end date. Exemption of tender fees may be allowed for NSIC/MSME Vendor (Certificate for same/ similar category must be uploaded online for exemption). <u>Traders will not be allowed for the exemption.</u>
Location of the service	IIM Raipur, Atal Nagar, P. O. – Kurru (Abhanpur), Raipur – 493 661, Chhattisgarh
Commencement of service	Within 30 days from the date of Letter of Intent (LoI)
Contact number for site visit	Shri. Sagar Bhadra (8349051845)
Pre-bid queries	Bidders are requested to send their pre-bid queries on or before 13.04.2025 at email id abhardwaj@iimraipur.ac.in duly mentioning the subject name, pre-bid query & GeM bid number and date. After the due date no queries will be entertained. Replies to the queries will be published on the Institute website / GeM portal on or before 16.04.2025.

Instructions:

1. Bids shall be submitted only at GeM Portal <https://gem.gov.in>
2. Bidders are advised to visit the website regularly to keep themselves updated, for any changes/modifications in the Tender Enquiry Document.
3. Intending bidders are advised to visit GeM Portal / Institute website regularly till closing date of submission of bid, for any corrigendum.
4. Manual bid/tender will not be accepted under any circumstances. Incomplete bid/documents shall be rejected without giving any reason.
5. **The contractor will ensure that no fee will be taken from any labor directly or indirectly in lieu of any registration fees/employee fees or similar. In case such an incident has been found, the contract will be terminated, and the contractor will be blacklisted from IIM Raipur.**

Special Note for Site Visit

Bidders in their own interest at their cost are advised to visit, inspect and examine the site / campus and its surroundings and satisfy themselves including prevailing rules, regulations/ directions of the local authorities/ State Government, that may be necessary for preparing the bid and execution of the contract, before submitting their Bids in respect of the Site Conditions including access to the site, availability of land, water, power and other facilities, Source and extent of availability of suitable materials including water etc. and labour, including but not restricted to any other conditions which may influence or affect the work or cost thereof under the contract. No extra charges consequent upon lack of any information/ knowledge and understanding shall be payable by the Institute.

The bidders should note that information, if any, with regard to the site and local conditions, as contained in this Bid document has been given merely to assist the bidders and is not warranted complete in all respects. The bidder should ascertain all other information pertaining to and needed for the work, including information regarding the risks, contingencies and other circumstances which may influence or affect the work or the cost thereof under this contract.

All the temporary services/arrangements shall be made by Contractor at no extra cost to Institute.

Chief Administrative Officer

भाग -1: तकनीकी बोली
PART-I: TECHNICAL BID

Annexure – I

HOUSEKEEPING SERVICES
हाउसकीपिंग सेवाएं

1. Scope of Work काम की गुंजाइश

The agency shall provide Housekeeping Services for the maintenance and upkeep of the IIMR premises as per the details given below:

S No.	Scope of Work	Area in Sq Mtrs	Frequency of Service	Machinery, Consumables, Tools & Tackles
1.	ADMIN & FACULTY BLOCK (No of Floors G+4)	6900	Offices/ Rooms to be cleaned once in a day. Washrooms are to be cleaned twice a day. Corridor and passages to be cleaned twice in a day. Terrace to be cleaned once a week. Overhead tank to be cleaned once a month. Any other area decided by IIMR Administration.	Agency to make arrangement for manpower (male/female as per requirement)
2.	HOSTEL BLOCK (PGP) (No of Floors G+4)	15129	Rooms& washrooms to be cleaned once a day, Corridor to be cleaned once in a day, Terrace to be cleaned once in a week. Overhead tank to be cleaned once in a month and other areas as specified by IIMR Administration.	Machinery and consumables at their cost (as per financial bid) out of the recommended brands given below. Machinery necessarily received for cleaning of window glass of buildings are to be used by contractor.
3.	ACADEMIC BLOCK: (No of Floors G+3)	10149	Classrooms to be cleaned once in a day, Wash rooms to be cleaned twice in a day, Corridor to be cleaned twice in a day, Terrace to be cleaned once in a week. overhead tank to be cleaned once in a month and other areas as specified by IIMR Administration to be cleaned once in a day.	

4.	LIBRARY, RESEARCH & INCUBATION CENTRE (No of Floors B+G+3)	6994	Offices to be cleaned once in a day, Corridor /passages to be cleaned once in a day, wash rooms to be cleaned twice in a day, Terrace to be cleaned once in a week, overhead tank to be cleaned once in a month and other areas as specified by IIMR Administration to be cleaned once in a day	<p>Agency to make arrangement for manpower (male/female as per requirement)</p> <p>Machinery and consumables at their cost (as per financial bid) out of the recommended brands given below. Machinery necessarily received for cleaning of window glass of buildings are to be used by contractor</p>
5.	DINING HALL (No of Floors B+G)	4118	The Dining Hall is to be cleaned once a day. Passages to be cleaned once a day, Washrooms to be cleaned twice in a day. Terrace to be cleaned once a week, overhead tanks be cleaned once in a month and other areas as specified by IIMR Administration to be cleaned once in a day.	
6.	DIRECTOR HOUSE (No of Floors G+1)	457	House to be cleaned once in a day including Corridor/passage, parking etc. Terrace to be cleaned once in a day, overhead tank to be cleaned once in a month and other areas as specified by concerned authority which to be cleaned once in a day.	
7	FACULTY- HOUSING (No of Floors G+4 each housing)	400	Corridor/passages/Staircase to be cleaned once in a day including parking/lift. Terrace to be cleaned once in a week, overhead tank to be cleaned once in a month and other areas as specified by IIMR Administration to be cleaned once in a day.	
8.	STAFF- HOUSING (1 TOWER) (No of Floors G+3)	30	Corridor/passages/Staircase to be cleaned once in a day and terrace to be cleaned once in a week, overhead tank to be cleaned once in a month and other areas as specified by IIMR Administration to be cleaned once in a day.	
9.	FACILITIES (Shopping- Complex, Facility Centre) (No of Floors G+1)	30	Corridor/passages/Staircase to be cleaned once in a day including parking. overhead tank to be cleaned once in a month or as per directives of IIMR	

10.	SUBSTATION AND SEWAGE TREATMENT PLANT (No of Floor G)	2151	To be cleaned once in a week or as per directives of IIMR	
11	<u>OTHER AREAS:</u> General: a) Road/Pedestrian Path b) Courtyards c) All Open areas, pavements, Cemented/Stone lined areas, grass top areas etc. d) All areas surrounding the boundary wall of the campus, clearing of all rain passages in the boundary wall e) Gate1, Gate-2. f) Water Storage Tank g) Chiller room h) DG Set room i) Play grounds j) Any other areas in the Campus not covered above	3638	To be cleaned once in a day or as per directives of IIMR	
Total Lum sum area for providing housekeeping & facility management services=49996 sq. mtr (+ or – 500 sq. mtr) (Area may be increased or decreased or may be removed from any category. Accordingly, quantity and rate may be revised on pro rata basis)				

2. Terms & Conditionsनियमऔरशर्तें:

2.1 Cleanliness (All areas)सफाई (सभीक्षेत्रों):

- 2.1.1 Cleaning shall be done with **approved material** brought by the agency from the list as given below. The complete operation may be done manually where ever feasible and mainly using mechanized equipment's like vacuum cleaners, scrubbing machine and carpet shampooing machine etc. In case there is a violation in getting of approved type of cleaning material/method of cleaning then IIMR reserves the right of cancelling the tender in part or complete/levying of penalty.
- 2.1.2 The agency shall arrange all electrical, mechanical and other machinery along with tools and tackles for cleaning, sweeping, wiping, scrubbing, polishing and washing in and around the area.
- 2.1.3 The agency shall also provide workers with required number of neat clean uniform, gumboots, rubber hand gloves, helmets, brushes, gunny bags and tools and tackles for protection, sanitation and general cleaning.
- 2.1.4 The agency shall ensure hygiene and safety aspect of the service and conduct training for all the deputed staff at regular intervals.
- 2.1.5 The agency shall ensure cleaning work on regular basis including dry sweeping of floor, wet floor cleaning and dusting of wall, doors, glass and windows from inside and outside, ceiling, staircase, dusting of blinds, cleaning of tables, chairs, cupboards, removing cobweb in building, covering floor, ceiling, side balconies, corridors, stair cases, terrace, etc. to ensure dust free and clean environment in the entire occupied campus.
- 2.1.6 The agency shall ensure that the floors and carpet area are cleaned and polished with **approved cleaning/polishing material** on a regular basis or as and when required. In no case acid will be used for cleaning purposes in any area where its use is prohibited.
- 2.1.7 Furniture, fixtures, exhaust fans, ceiling fans, air conditioning louvers, etc. to be cleaned regularly without causing any damage to their exteriors, polish, finish, paint etc. so that they always appear new, clean and dust free.
- 2.1.8 The agency shall arrange to clean all areas covered by furniture and other items by removing the same at least once in a week (preferably on Sundays) to avoid accumulation of dust.
- 2.1.9 The agency shall ensure sweeping of the open area to provide dust free, neat and clean atmosphere to users.
- 2.1.10 Any other areas inside the campus as decided by IIMR Administration.
- 2.1.11 Any damage and/or loss caused to any equipment/fittings, etc. either by the agency himself or by any of his employees shall be repaired/replaced by the agency or compensated by the agency at his own cost immediately without any burden on IIMR.

2.2 List of approved brands for material / सामग्री के लिए अनुमोदित ब्रांडों की सूची: -

S. No.	Items	Brands	Min. qty (Monthly)
1	Phenyl	Shine, Idea Express	170 Ltr.
2	Harpic	Harpic	70 Ltr.
3	Washing Powder	Surf Excel	25 Kg.
4	Scotch Bright	Scotch	26 Pkt.
5	W C Brush	Nayasa, Signoraware and Cello Classic	26 Nos.
6	Soft Broom	Gala , Scotch Brite	58 Nos.
7	Dust Control Mop	Taski, Unger, Roots, Cam, Gala, Scotch Brite	21 Nos.

8	Mop	Taski, Unger, Roots, Cam, Gala, Scotch Brite	37 Nos.
9	Green Scrub Pad (1pkt=4Pic)	Scotch	22 Pkt.
10	Dustpan	Gala or equivalent	42 Nos.
11	R1 & R 2	Taski , Johnson Diversey	35 Ltr.
12	Micro Duster	Gala	84 Nos.
13	HIT (250 ml)	Hit	12 Bottle.
14	COLIN (01 Ltr)	Colin	36 Nos.
15	Hand Wash(750 ml)	Dettol, Lifeboy	18 Pkt.
16	Soup (50 gram)	Dettol, Lifeboy	35 Nos.
17	Odonil (1Pkt=5 Nos)	Odonil	16 Pkt.
18	Room Freshener (250 ml)	Odonil	14 Bottle.
19	Cobweb broom	Gala or equivalent	15 Nos.
20	Toilet Roll (01 Pkt=06 roll)	Scoot, So Soft	17 Pkt.
21	Garbage Cover (eco-friendly)	Plasto	45 Kg.
22	LIZOL	Lizol	15 Ltr.
23	Bleaching Powder	Any Brand	03 Kg.
25	HARD BROOM	Scotch	20 Nos.
26	LAXMAN REKHA	Any Brand	12 Nos.
27	Naphthalin ball	Feel Fresh, titiz	03kg.
28	Napkin Paper (01 Pkt=100 layer)	So Soft , Liora	15 Pkt.
29	Urinal Screen (1 pkt=2 Nos)	Any Brand	25 Pkt.
30	Pril Liquid (500 ml)	Pril Liquid	05 Pkt.
Note: Higher or similar brands may be accepted. This will be the sole discretion of the IIMR administration			

2.3 List of approved brands of machinery / मशीनरी के अनुमोदित ब्रांडों की सूची:

S No	Machines	Brands	Min.Qty
1.	Single Disc Machine	Taski, Nilfisk, Roots, Echomac	04 Nos
2.	Wet & Dry Vacuum Cleaner	Nilfisk, Roots, Echomac	04 Nos
3.	Auto Scrubber with soak	Taski, Nilfisk, Roots, Echomac	02 Nos
4.	High Pressure Jet	Taski, Nilfisk, Roots, Echomac	04 Nos
5.	Manual Road Sweeper	Taski, Nilfisk, Roots	03 Nos
6.	Caddy Bucket	-	16 Nos
7.	Signages	-	24 Nos
8.	Aluminum Ladder 6ft, 12ft, 18ft& higher	-	04 Nos
9.	Water diesel pump for drainage water soaking /throwing. Engine Power rating 2 HP or higher	-	01 Nos

3. Operation / संचालन:

- 3.1** The agency shall ensure cleaning of the administrative building, adjoining roads, pavements, footpath, lawns etc. by 08.30 AM daily.
- 3.2** The agency shall ensure that all the office rooms, classrooms, conference rooms and service areas etc. properly cleaned and dusted by 8.30 AM daily.
- 3.3** The agency shall spray room fresheners of the approved brands by 8.30 AM in the office rooms.
- 3.4** To clean the classrooms and make arrangements for the next day's programme in the evening.
- 3.5** The persons engaged by the agency shall be dressed properly as per official dress code prescribed and approved by IIMR and shall behave in a courteous and polite manner.
- 3.6** The agency shall provide the services for upkeep and maintenance round the clock and on all days of the year.
- 3.7** The agency shall prepare and submit a physical verification report of consumable items in every month duly signed by Hostel Supervisor/ In-charge Housekeeping of IIM Raipur. Bills of the consumable items also required to be submitted along with the monthly bill duly signed by Hostel Supervisor of IIM Raipur. Physical verification of tools and machine with working and not working conditions will be prepared and submitted in every month duly signed by Hostel Supervisor/ In-charge of IIM Raipur.
- 3.8** The agency will ensure that adequate number of workers and supervisors are deployed in the campus along with a manager at all times and around the clock in shift system based on the requirement of IIMR. At all times, a minimum of one manager and two supervisors are required besides the skilled/semi-skilled/unskilled manpower. Due approval of the manpower plan will have to be taken from IIMR Administration on monthly basis.
- 3.9** The agency shall ensure procurement and availability of the following toiletries from the approved brands at all times as per consumption in the toilets/washrooms etc:
 - Liquid Soap
 - Paper Napkins/Towels
 - Urinal Screen
 - Air Fresheners (Spray/Block)
 - Toilet Paper Rolls
 - Welcome toiletries kits etc.
- 3.10** The agency shall also ensure the availability of water in toilets/wash rooms. In case of emergency, IIMR Administration should be informed well in advance.
- 3.11** The agency shall also arrange for all other equipment's/materials not mentioned in the list or scope that may be required for providing housekeeping and maintenance services at IIMR at his own cost.
- 3.12** The agency shall also ensure potable drinking water requirement in IIMR premises throughout the day. Collection & distribution of potable water from the authorized source to various consumption points shall be the responsibility of the agency. The responsibility of the agency includes the proper running of the water purification systems of IIMR.
- 3.13** The agency shall lock and unlock the rooms in administrative building, under supervision of Security.
- 3.14** Penalty Clauses for lapse of deliverance of services shall be levied as and when applicable. Penalty will be decided by the IIMR Administration.

4. Disposal of Waste/Garbage:

- 4.1 The agency will responsible to ensure proper disposal of the collected solid/liquid waste on a daily basis under his own arrangements. Accumulation of garbage/waste in premises will not be acceptable and should never be kept overnight in the IIMR campus. It shall be the responsibility of the Agency to segregate and dispose off garbage at least twice in a day and/or at any time when garbage is accumulated in a larger quantity than the capacity of dustbin/garbage drum at his own cost and as per prescribed norms/practice of the local authority/IIMR.
- 4.2 Dust, waste materials shall be collected in proper bins and disposed of immediately. Plastic bags shall be used in all the dust bins in the premises, Cafeteria etc for easy collection and disposal; so that the dust bins are maintained neat & clean and in a hygienic condition. All dust bins will be washed / sanitized at least once a week.
- 4.3 The agency shall arrange plastic bags/trolleys/transportation arrangements etc from the list of approved brands only for disposal of waste material/garbage, malba, minor building rubbish, earth, etc. to be disposed-off beyond the **premises up to authorized Municipal dumping yard/ground etc. at its own cost.**
- 4.4 The agency shall ensure collection of dry leaves, unwanted weeds, dead animals and insects, etc. lying on IIMR campus for disposal.

5. Pest Control& Fogging Services:

- a) The agency should manage entire pest control & fogging activities on campus on weekly basis except rainy season. Frequency of pest control & fogging activities will be increased in rainy season for minimum three (03) days in a week. or
- b) The pest control & fogging services will be done **as and when required basis under consultation with IIMR Administration.**
- c) All the chemicals/equipment required for this purpose is to be brought by the agency and should be eco-friendly and should be available at chemical storage area. Following activities should be carried by Pest control team:
- Rodent, Snakes control
 - Cockroach gel treatment
 - Lizard and spider control
 - Bed bugs treatment
 - Termite control
 - Mosquitoes and flies control
 - Kitchen fumigation periodically
 - Drains and washroom spray to control insects
 - Removal of Honey bee hives
 - Fogging & any other
- d) The successful bidder should have a pest control license before providing service at IIM Raipur or the successful bidder will provide the pest control services at IIM Raipur by hiring those agencies having the pest control license. The complete responsibility of the pest control service at IIM Raipur will be under the scope of service provider. The bidder has to follow the act & rule of pest control.

6. Inspection:

- 6.1** The agency shall maintain in the prescribed format on a daily basis a checklist for the upkeep and maintenance, which shall be submitted to the IIMR representative daily.
- 6.2** The agency shall allow Labor Inspector for inspection and shall abide by all laws applicable.
- 6.3** The agency shall keep sufficient number of supervisors for proper inspection of the work in different areas at all times.
- 6.4** The agency shall keep sufficient number of male and female manpower as per IIMR requirement.
- 6.5** The agency shall maintain proper grooming/hygiene and medical check-up standards to be maintained for all the staff.
- 6.6** **Manpower deployment planning for the proposed tender: -**

S No	Designation	Quantity
1	Facility Manager (Highly-skilled)	01
2	Supervisor (Semi-skilled)	02
3	Unskilled Worker/Labour Male	} Min.47 Manpower for Operational Areas
4	Unskilled Worker/Labour Female	
5	Unskilled Worker /Safai Karmachari Male	
6	Unskilled Worker Safai Karmachari Female	
7	Unskilled Worker/ Gardener and Helper	

- 6.7** The personnel deployed should have adequate experience in the related field.
- 6.8** The contractor will have to provide one weekly off on paid basis to each worker. Weekly off will be provided by the agency to their workers on a rotation basis
- 6.9** The agency will have to provide the list of minimum 50 manpower list including backup staff with their PF & ESI details who will provide service in IIM Raipur as housekeeping workers. The agency will depute these backup staff in place of main housekeeping worker during their emergency leave or leave of any other reason.
- 6.10** The above deployment of manpower is indicative. The number of manpower can be increased or decreased as per the requirement of the Institute. This may be altered on any day as per the needs and requirements of IIMR.

General Terms and Conditions of Contract

1. **Preparation and submission of Tender:** The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. For submission of bids, all interested bidders have to register online on GeM portal. After registration, bidders shall submit their Technical Bid and Financial Bid documents online on <https://gem.gov.in/> duly signed and sealed on each page of Tender.
2. **Period of Contract:** The contract period will initially be for Two years. The contract may be extended subject to the satisfactory performance at the sole discretion of IIMR on an annual basis for a further period of up to two years. In case performance of the agency in respect of one or more parts of the contract is found to be unsatisfactory as per operational parameters set-out in the contract or is not in conformity with the terms & conditions of the tender, then the contract may be terminated by IIMR either in part or in full even before the scheduled time by giving advance notice of one month to this effect. In the event of premature termination of contract for reasons mentioned herein above, the security deposit shall be absolutely forfeited.
3. **Exit Clause:** Notwithstanding anything contained in any other clause of this tender, the contract can be terminated by IIMR by giving two-month notice without giving any reason and by the agency by giving three-month notice.
4. **Contract Agreement:** The successful bidder shall be bound to execute an agreement on non-judicial stamp paper of 100/- (Rupees One Hundred only). IIMR reserves the right to amend the terms & conditions of contract by mutual discussions and such amendments shall be in writing. The amended terms and conditions will form part of the agreement.
5. **Earnest Money Deposit (EMD):** The tenderer shall deposit Earnest Money of Rs.10,00,000/- (Rupees Ten lakh Only) through Demand Draft drawn in favour of “Indian Institute of Management Raipur” payable at Raipur. The Earnest Money Deposit will be refunded to the tenderers whose offers have not been accepted. The Earnest Money Deposit of the tenderer whose offer is accepted will be kept until such time that the security deposit is received.
6. **Security Guarantee:** The successful tenderer will have to deposit a security deposit (5 % of the ordered cost) in form of DD / BG which will be valid for 60 days beyond the expiry period of contract.
7. In the event of bidder backing out before actual award or execution of agreement, IIMR will have the right to forfeit the EMD. In case the successful tenderer declines the offer of contract, for whatsoever reason(s) his EMD will be forfeited.
8. **LD Clause:** The delivery period for the supplies/services to be completed within 30 days from the date of issue of work order by IIM Raipur. In case tenderer fails to supply /service within the accepted period, then the contract price shall stand reduced by 0.5 % per day plus applicable GST and resulting amount will be treated as value of contract. Once the cumulative damages (LD) reach 10 % of the contract value, the Institute reserve the right to cancel the entire work order without assigning any reason thereto and debar the contractor / service provider to participate in future tender enquiries.
9. The IIMR will not provide any residential space for accommodation to the Agency. The agency has to make its own arrangement for the residential accommodation to the deployed staff.

10. The IIMR is not bound to award contract at the lowest price received in the Tender and reserves the right to decide on fair and reasonable price of the services tendered for any counter offer the same to the bidders. All other terms and conditions of the tender shall remain operative even if a counter-offer rate is offered to the bidders. IIMR reserves the right to negotiate with first lowest bidder to arrive at the fair and reasonable price. In case of first lowest is more than one, then it would be at the discretion of the IIMR.
11. Sub-Contracting: The contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner. In case of an unavoidable circumstance, the contractor shall be able to do it with the approval of the Institute. However, the job shall be sublet only to the party approved by the Institute.
12. The agency will deploy an In-charge at IIMR campus from its side who will be the overall coordinator and he will be responsible to deliver the condition of the contract. It is expected that the person so deployed will have an experience to handle such contracts of 05 years including 03 years independent charge in same role.
13. The agency and his employees shall comply with all norms stipulated by the IIMR such as Gate Passes, Checking, Maintenance of Cleanliness, Discipline & Decency at and around the work site, Safety Precautions and Safety Regulations.
14. **Misconduct:** The conduct/characters/antecedents and proper bonafide of the workers shall be the sole responsibility of the agency. However, the agency should provide the necessary details of all its employees to the IIMR. All the employees should be police verified.
15. The persons employed by the agency will be the employees of the agency and the IIMR shall have nothing to do with their employment or non-employment. Under no circumstances any liability in respect of matters connected with their employment shall be held against the IIMR and the personnel employed by the agency shall have no right whatsoever to claim employment or other rights from the IIMR.
16. None of the employees of the agency shall enter into any kind of private work within the campus of IIMR. Non-compliance with this provision will be deemed to be violative of the contract inviting penal action/cancellation of contract.
17. All employees of the agency functioning in the girl hostel are to be female employees only.
18. The staff employed by the agency will not join any union of the IIMR nor shall they make any claim on service or other matter. They shall also not form any union associated with the IIMR and shall have absolutely no claim to subscribe or for election in any of the unions of the IIMR.
19. The agency shall ensure that the personnel deployed by it are disciplined and do not participate in any activity prejudicial to the interest of the IIMR / Govt. of India / any State or any Union Territory.
20. The staff employed by the agency shall not below the age of 18 years. They shall be medically fit and kept neat and clean. The agency shall not employ young children as prohibited under the law/rules/regulations. A record of this will be maintained by the agency.
21. The agency shall maintain record of major/minor incidents on daily basis and report the same to the IIMR Administration in this regard. The Agency will also enquire about any incidents, like theft, indiscipline, disobedience or any unauthorized activities/criminal activities happening in the campus. The agency shall also be responsible to lodge complaints with police authorities in such instances and take follow-up action for recovery of lost material/equipment.

22. The agency will have to register all his employees who will be working in the hostel premises along with a copy of their photographs, residential details for clearance by the IIMR Security along with police verification certificate.
23. The agency shall take at his own cost, if required, necessary insurance cover in respect of staff and other personnel to be employed or engaged by him in connection with the afore mentioned services to IIMR and shall indemnify IIMR against all acts of omissions, fault, breaches and or any claim or demand, loss injury and expenses to which IIMR may party or involved as a result of the agency failure to comply and of the obligation under the relevant act law which the agency is to follow.
24. **Taxes, Labour Laws and Other Regulations:**
- 25.1. The agency shall be liable to comply with all the rules and regulations in respect of all statutory obligations applicable to the workmen including safety regulations.
- 25.2. The agency is liable for the payment of any and all existing taxes of the Central or State Government or of any other authority with respect to the contract or any item sold or supplied pursuant thereto or anything done or services rendered pursuant thereto.
- 25.3. The agency shall fully comply with all applicable laws, and regulations including the P.F. Act, ESI Act, Bonus Act, Central Minimum Wages Act, Contract Labour Act, Workmen's Compensation Act, Casual Labour (R & A) Act, Migrant Labour Act, Essential Commodities Act and/or such other Acts or Laws, regulations passed by central, states, Municipal and local governmental agency or authority.
- 25.4. The agency shall be responsible for proper maintenance of all registers, records and accounts as far as it relates to compliance with any statutory provisions/ obligations. The agency shall be responsible for making the records pertaining to Payment of Wages Act and for depositing the P.F. and ESI contributions, with the authorities concerned.
- 25.5. The agency shall be responsible and liable for all the claims of his employees.
- 25.6. The agency shall obtain the license under the Contract Labour (R&A) Act from the agency of the Central Labour Commissioner and produce the same preferably along with the first monthly bill. The first bill will be cleared only on the submission of the said license. The agency would be required to maintain all books and registers like Employment Register, Wages Register, Bonus Register, Overtime register, First Aid Box, Display of Notice, etc. as required under CLR&A, 1970 for inspection by visiting Labour Enforcement Officers.
- 25.7. The agency shall obtain adequate insurance policy in respect of his workmen engaged by it towards meeting the liability of compensation arising out of injury/disablement at work.
- 25.8. The agency shall indemnify and keep indemnified IIMR against all losses and claims for injuries and or damages to any person or property. The agency shall abide by and observe all statutory laws and regulations in matters of Labour Law, Factory Act, Explosive Act, Workmen compensation Act, Sales Tax, Royalty, Excise duty, Octroi, Works contract etc. and shall keep the IIMR indemnified against all penalties and liabilities of kind of breach of any such statute ordinance or law / regulations or Bylaws. The agency shall not employ child labour. Payment to workers must be according to Minimum Wages Act.
25. **Interpretation:** All the terms and conditions of contract shall be read in conjunction with all other documents forming part of this contract. Notwithstanding the subdivisions of the documents into these separate sections, every part of which shall be deemed to be supplementary to and complementary of every part and shall be read with and into the contract.
26. In addition to the prescribed manpower, whenever required, agency has to provide additional manpower and/or equipment at the rates quoted in the tender.

27. **Validity:** The quoted rates must be valid for a period for 180 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.
28. In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.
29. In exceptional circumstances, the IIMR may request the bidders' consent for an extension of the period of bid validity. A bidder shall however be at liberty to refuse the request without risking forfeiture of his earnest money. A bidder agreeing to extend the validity of bid will not be allowed to modify his bid.
30. Anyone or more of the following actions / commissions / omissions are liable to cause summary rejection of tender:
- Any BID/EMD received late without conclusive proof that it was delivered before the specified closing time.
 - Any conditional bid or bid offering rebate.
 - Any bid in which rates have not been quoted in accordance with specified formats / details as specified in the Bid Documents.
 - Any effort by a bidder to influence the IIMR in the bid evaluation, bid comparison or contract award decision.
31. **Authority of person signing document:** A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warrant, that he has authority to bind such other and if, on enquiry, it appears that the person so signing had no authority to do so, the IIMR may without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all cost and damages.
32. **Access to SITE:** The agency shall allow unhindered access to the IIMR and/or any other party or person, engaged by the IIMR to work at the same site and/or to check/regulate/watch/guard/measure/inspect, solely or jointly with the agency.
33. **Safety and Security:** The agency shall abide by the provisions of the safety code framed from time to time by the government.
34. **Work at Risk and Cost:** IIMR reserves the right to get the whole or part of the work executed by some other agency at the risk and cost of the agency if it is found that the quality and/or the progress in respect of whole or part of the work is not satisfactory.
35. **Payment of Bills:** The payment for services under this agreement shall be made on monthly basis on satisfactory completion of job contract services, through NEFT/RTGS/IMPS (online transfer). The final payment shall, however, be made only after adjusting all the dues/claims of the IIMR. Income Tax (TDS) as applicable at current prevailing rate will be deducted at source. Please note that salary including PF, ESI and other allowances to workers will be made by the Contractor through RTGS/NEFT mode only.
36. **FORCE MAJURE:** If at any time, during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract, shall be prevented or delayed by reason of any floods, explosions, epidemics, quarantine restriction or act of God (hereinafter referred to as events), provided notice of happenings of any such eventuality is given by either party to the other within 7 days from the date of occurrence thereof, neither party shall be due to reason of such event be entitled to terminate this contract nor shall either party have any such

claim for damages against the other in respect of such non-performance or delay in performance. The operation of contract shall be resumed as soon as practicable after such event may come to an end or cease to exist and the decision of the IIMR as to whether the operation have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or in part of any obligation under his contract is prevented or delayed by reason of any such event for a period exceeding 90 days, either party may at his option terminate the contract.

37. **PENALTY:**

For lapse of deliverance of services, non-adherence of terms & condition specified in tender document, indiscipline and unsatisfactory operation of any of the services, a penalty of Rs.5,000/- (Rupees five thousand only) per case will be levied on total invoice value. In case of three warning letters in a year issued by IIM Raipur to contractor regarding non-compliance of service, the Institute reserve the right to cancel the entire agreement / contract without assigning any reason thereto and debar the contractor to participate in future tender enquiry.

38. **Feedback:** IIMR may ask the agency to submit monthly feedback collected from the users. On the basis of feedback, IIMR may at its own discretion impose financial penalty depending on gravity of the issue and in case of similar repetition IIMR can cancel the contract unilaterally without notice and bank guarantee will be forfeited.
39. IIMR reserves the right to reject the tender in whole, or in part, without assigning any reasons thereof.
40. All exhibits/certificates/statements/supporting documents should be serially page numbered starting with page number 62 onwards.
41. IIMR reserves the right to withdraw/relax/modify any of the terms and conditions mentioned in the tender document if it is felt necessary in the benefit of the IIMR.
42. The decision of the Director of IIMR will be final in all respect and will be acceptable to all the tenderers.
43. **Integrity pact :** As per GeM standard terms and conditions.
44. **Jurisdiction:** All matters and disputes arising out of this agreement will be subject to the jurisdiction of the courts located at Raipur only.
45. The contractor will ensure that no fee will be taken from labour directly or indirectly in lieu of any registration fees or similar. In case such an incident has found, the contract will be terminated, and the contractor will be blacklisted from IIM Raipur.

Sd/-
Chief Administrative Officer
Indian Institute of Management Raipur

Eligibility Criteria

Only those agencies which meet the following minimum criteria will be considered for opening of his financial bid:

1. There should have been no court case filed against the proprietor /firm / partner or the company (agency) in the labour court , GST office and any other court within the last five years; also there should have been no case pending with the police/GST office/ labour court/ any other court against the proprietor/ firm/ partner or the company (agency); and the proprietor/ firm/ partner or the company (agency) agency should not be blacklisted by any Government agency.

A certificate (As per **Annexure-IV**) to this effect certified by 'Statutory auditor' or ' CA auditor' or 'legal advocate' must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.01".

2. Seal and sign each page of the Tender document.

A copy of this tender document / NIT (page number 1 to 27) with seal & sign as token for acceptance of terms & conditions must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.02".

3. The bidder should be registered with the appropriate registration authorities (labor commissioner etc.), Goods and Services Tax and the bidder should be registered with appropriate authorities under the 'Employees Provident Fund 'and 'Employees State Insurance Acts'.

Sl. No	Type of service	Valid license	license Number / Document-number	Valid up-to	Copy of license attached (Yes/No)
	Please mention.	1. Labour commissioner certificate / document no. etc. 2. GST Number 3. EPF & ESI Registration Number	 		

A copy of registration of labor commissioner certificate/license, GST registration certificate and a copy of EPF & ESI Registration certificate must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.03".

4. The agency shall submit the original EMD in a sealed envelope super scribing this tender name & the name of the agency and must reach at IIMR before the last date & time for receipt of Bid. Photocopy of the same EMD fee should be enclosed to support this along with the format given below.

Sl No	Type of Fee	Details
1	Earnest Money Deposit (EMD)	DD No. _____ of Rs.10,00,000/- (Rupees Ten Lakh Only) of Dated _____ drawn on Bank _____ Branch _____
2	*NSIC / MSME Certificate for Tender & EMD Exemption	NSIC / MSME No. _____ Please specify category of service mentioned in certificate _____ Whether certificate is valid or not under the current provision of MSME / NSIC rule please specify 'Yes' or No' _____

- DD will be made in favor of "Indian Institute of Management Raipur" payable at Raipur.
- EMD will be exempted for the NSIC / MSME Agency/Vendor. Exemption in fees will be allowed only for those MSME/NSIC vendor which comes under the category of housekeeping related services i.e only certificate will be considered for the exemption of EMD in which name of the service /activities or definition of activity/ service to be co-related with the house keeping / cleaning & facility management services or services related to housekeeping. Exemption will not be allowed for other categories or traders.

A copy of DD of EMD or valid certificate of MSME/NSIC must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.04".

5. The agency should have experience of a minimum period of five (05) years for providing housekeeping services (or similar line of business related to housekeeping / cleaning and housekeeping management services) in the educational institutions such as **IIMs, IITs, NITs or CFIs or CFTIs and CUs** (A copy of contract/ agreement/work order/ experience certificate cum satisfactory performance certificate (**issued by the said organizations**) duration of contract and contract value per annum /average billing value in one year must be enclosed online in technical bid to support on this. Only those contract/ agreement/work order/ experience certificate cum satisfactory performance certificate issued by said organizations will be considered, whose contract / work validity period has/ ending after 31.03.2020 and average billing value /contract value of any one contract will be more than one crore fifty lakhs per year or average billing value /contract value of at least two contracts will be more than seventy five lakhs each. Submission of performance certificate will be the essential part of this criteria against satisfying the work order value of 01 crore fifty lakhs (one contract) or 75 lakhs (two contracts each).

Sr.No	Name of the organization/Institute where services were provided	Duration of contract		Total years of experience	Avg. billing value per year	Performance Remark (Poor/Satisfactory /Good/Very Good /Excellent/ Not satisfactory)	Certificate attached	
		From (DD/MM/YYYY)	To (DD/MM/YYYY)				Copy of Certificate (Yes/No)	Reference Page Number
1.								

2.								
3.								
4.								
5.								
Total year of experience								

Abbreviation: IIMs -Indian Institute of Management, CFIs/CFTIs-Central Funded Institutes/Central Funded Technical Institutes, CUs-Central Universities

A copy of experience cum satisfactory performance certificate must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.05".

6. The agency must have a minimum average annual turnover of 7 crores of the last three financial years (ending as on March'2024). The agency must submit duly signed certificate with membership number of Chartered Accountant (CA) clearly showing financial year-wise turnover.

Financial Year	Total Turnover In INR	CA certificate enclosed	
		(Yes/No)	Ref. Page Number
2021-22			
2022-23			
2023-24			

A copy of CA certificate must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.06".

7. The agency should have ISO 9001 Certified Company.

ISO	Validity	
	Validity till	Reference Page No.

A copy of valid ISO certificate must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.07".

8. The agency must be a profit-making organization in any two years out of the last three consecutive financial years as on 31.03.2024 (For Financial Year 2021-22, 2022-23, 2023-24). Attached- CA's certificate for Profit (Profit Before Tax) (IIMR may ask for audited P&L account statements also if required).

Financial Year	As per audited Profit Loss financial statement attached	
	Profit in INR before tax	Reference Page No.
2021-22		
2022-23		
2023-24		

A copy of profit loss statement must be uploaded online in technical bid part and name of the file/document should be mentioned "as eligibility criteria sr.no.08".

Note for exemption / relaxation in eligibility criteria: -

As per procurement committee meeting dated 30.01.2024 and subsequent approval received from Competent authority "No relaxation will be given for Startups and MSME in public procurement on prior experience and turn over" as IIM Raipur is being 'Institute of national importance' and the quality of product and services are our prime concern.

Certified that all above information's are correct to the best of my/our information, knowledge and belief. All the attached relevant documents are duly signed, sealed and serially numbered.

Place :

Date :

(Signature of the bidder with seal)

Certificate

I/ We/ Auditor name/ CA name/ CA firm name/ Advocate name
..... declare that agency
name/ proprietor name.....
is not a defaulter to any Govt. organization/ PSU since last 5
years from the date of issue of this GeM bid no./ tender
no..... 'due to non-
supply of material /service/ work for any reason as agreed to
supply/service in stipulated time'. In addition to that 'No court
case has filed against the agency (proprietor /firm / partner or
the company) since last 5 years in the labour court, GST office
and any other court'.

Seal and Sign of
Statutory auditor / CA auditor/ Legal Advocate

*Note: Without seal of 'Statutory auditor / CA auditor/ Legal Advocate' the
certificate will remain null and void.*

Agency Details

I. Details of Tenderer		
<u>Sr.</u>	<u>Particulars</u>	<u>Details</u>
1	Name of Tendering Agency	
2	Name of the Proprietor/ Director/ Partner	
3	Full Address of registered office with pin code	
4	Mobile number of five top officials with name and designation	
5	E-mail ID of the five top officials with name	
6	Website of the agency, if any	
7	Name and designation of authorized person with mobile number (authorization letter to be enclosed)	
II. Registration and Other Statutory document details:		
The agency should possess all statutory requirement including labour License,PF,ESIC,GST,PAN etc.		
1	Name of the agency (Individual/ Pvt. Ltd./ Ltd Company etc.) and Month & Year of the Establishment (attach self-attested copy)	
2	Permanent Account Number	
3	GST Registration Number	
4	PF Registration No.	
5	ESI Registration No.	
6	Labour Licence No. of existing business	Labour Licence No-

Certified that all above information's are correct to the best of my/our information, knowledge and belief. All the attached relevant documents are duly signed, sealed and serially numbered.

Place :

Date :

(Signature of the bidder with seal)

Instructions for the 'Online bid submission' in GeM portal

Bids shall be submitted in the following format: -

- (i) Technical Bid
- (ii) Financial bid with Price Break-up format in pdf. as per format of Annexure-VIII.
- (iii) Earnest Money deposit of Rs. _____ (Exemption in EMD shall be given as per tender terms & conditions)"

Price Bid:

The bidders are advised to quote all-inclusive lump-sum amount for whole duration of contract i.e. 2 years, which shall be inclusive of all the price components as mentioned in Price Break-up Format in ANNEXURE-VIII (Part B) i.e. Manpower cost + Material cost, Machinery rental cost + Pest controller charges + service charge on labour cost+ GST on Total Cost etc.

Evaluation of bids (L-1) will be based on the total all-inclusive lump-sum amount quoted by the bidders.

- i. Price Break-up (Annexure-VIII-Part B) format filled up with all the details required to be uploaded in pdf. on GeM. The firm will be obliged to pay as per minimum wages and make all statutory contributions. If there is any upward/downward revision of minimum wages or statutory contributions (like EPF, ESI etc.) the firms will revise wages, and/or contribution accordingly. The firm will then inform the Institute about the same along with documentary evidence and then the minimum wages will be revised as per Govt. notification and or statutory provisions. The firms are advised to quote inclusive of all the charges as per the format of the price breakup format in Annexure-VIII.
- ii. The bidder may visit the site in co-ordination to see the quantum of work before submitting the bid.
- iii. Payment will be made to the firm every month subject to production of satisfactory performance report duly verified and signed by housekeeping in-charge of respective areas along with the certified bill.

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

To,

Date:

**Director
IIM Raipur**

Sub.: Acceptance of Terms & Conditions of Tender.

GeM bid / Tender Reference No.: IIMR/Tender/_____ dated _____

Name of Tender / Work: _____.

Dear Sir,

1. I/We have downloaded I obtained the tender document (s) for the above mentioned 'Tender/Work' for the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).
2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.,) which form part of the contract agreement and I/we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization too have all been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totally / entirely.
5. In case any provisions of this tender are found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

PART-II: Price Break-up Format

Annex-VIII

(The bidders shall submit the price break-up of their total cost quoted on GeM Portal in the below mentioned format).

I. MANPOWER CHARGES INCLUDING PF, ESI AND PAID WEEKLY OFF (EXCLUDING BONUS & OTHER CHARGES (IF APPLICABLE) AS PER THE * NOTES BELOW-

Govt. of India, Ministry of Labor & Employment, office of Chief Labor Commissioner, New Delhi vide Notification number F. No. I/27(3)/2024-LS-II revised wages rate w.e.f 01.08.2024 (Area B, construction or maintenance or housekeeping or in building operations category) as per * Notes below.

	Type of man power	Rate per Month (Rs.)	Total Nos.	Amount per month (Rs.) for 31 days
A.	Facility Manager (Highly skilled)	Rs. 31,524.00	01	Rs.
B.	Trained House Keeping Supervisor (Semiskilled)	Rs. 24,859.00	02	Rs.
C.	Trained House Keeping Worker (Unskilled)	Rs. 22,255.00	47	Rs.

II. MACHINES, TOOLS, EQUIPMENT & CONSUMABLES CHARGES (Amount per month)

E.	Charges for providing and maintaining machines, equipment, tools and tackles, small or big etc. as per scope of work and terms & conditions of the tender document	Rs.
F.	Charges for consumables / material as per scope of work and terms & conditions of the tender document.	Rs.

III. PEST AND RODENT CONTROL SERVICES (Amount per Month)

G.	Charges for providing the services for Pest and Rodent control including manpower, equipment and consumable chemicals as per the scope of work and terms & conditions of the tender document	Rs.
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IV. MANAGEMENT/ SERVICE CHARGES ON MANPOWER WITH COST OF UNIFORM, IDs & OTHER CHARGES AS PER SCOPE OF WORK (IF NOT MENTIONED) (Amount per Month)

H.	Service charges/ Management fee which should include: All expenditure on providing managerial /supervisory/ administrative services by all means to get the work through deployed housekeeping staff . The service charge also includes the cost for providing uniform and ids to each worker including other facility charges which mentioned in Scope of work. Other charges will also be included if not mentioned. THE QUOTE OF SERVICE CHARGE SHOULD BE AS PER GOVT.OF INDIA RULES, IF FOUND BELOW THE MINIMUM SERVICE CHARGE THE BID WILL BE REJECTED. Please mention service charges in% on total labour cost	Rs.
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V. Total sum of category of I+II+III+IV (Rs. / Month)

VI. GST @ 18 % of total sum of category (sr.no.V)

VII. Total of I+II+III+IV+V+VI (Rs. / Month) inclusive of GST – Rs.

VIII. Total sum as for 2 years inclusive of GST (Sr.no. VII * 24 months) – Rs.

*Notes:

1. The Central Govt. minimum wages act (Labor) to be applied.
2. Bidders are advised to take reference from Govt. of India, Ministry of Labor & Employment, office of Chief Labor Commissioner, New Delhi vide Notification number F. No. I/27(3)/2024-LS-II revised wages rate w.e.f 01.08.2024 (Area B, construction or maintenance or housekeeping or in building operations category) for quoting the manpower charges. The

bifurcation of minimum wage which being paid to worker by the IIM Raipur is given below (The same cost per month will be filled in the price breakup format for Sr.no.1 in manpower charges) : -

S.N.	Particulars	Highly Skilled	Semiskilled	Un skilled
1	Minimum Wage Rate	954	739	655
2	No of days	31	31	31
3	Manpower	1	2	47
3	Total amount per month	29,574.00	45,818.00	9,54,335.00
4	EPF @ 13%	1,950.00	3,900.00	91,650.00
5	ESI @ 3.25%	00.00	00.00	00.00
	Total per month	31,524.00	49,718.00	10,45,985.00
	Total per month per worker	31,524.00	24,859.00	22,255.00

Note: Bidders are requested to quote the minimum rate in manpower charges (total per month per worker) as mentioned above, below these rates the bid will be rejected.

3. The contractor will have to provide one weekly off on paid basis to each worker.
4. Bonus will be paid separately to workers as per Govt. of India, amendment Act 2015.
5. Manpower may be increased or decreased in any month as per quantum of work. Accordingly, the service charges will be increased or decreased.
6. Per month rate for Sr. No II, III and IV will remain the same till the contract period including extension period; even scope of work or area will increase. The service provider will maintain the same without claiming any extra cost. However, service charge (Sr. No. IV) will increase or decrease on requirement of manpower / revision of minimum wage of manpower under labor Act (The percentage of service charge will remain the same). The service charge should be quote as per notification of Govt. of India.
7. Tender will be awarded after taking into account all the components i.e. **I to VII** above.
8. Any other rule or payment to be effected in contract as per Govt. of India rule/ Act, the same be included with mutual consent by both.
9. The maintenance of machinery and equipment shall be taken care by the service provider at their own cost. Also, the cost of fuel that will be used in all such machinery and equipment shall be borne by the service provider.
10. The lowest (L-1) bidder will be decided on the basis of the total all-inclusive lump-sum price quoted on GeM.
11. **Total price quoted in Price Break-up formats (in pdf) must match with the total all-inclusive lump-sum price quoted on GeM portal. In case of discrepancy/mismatch between the total all-inclusive lump-sum price quoted on GeM Portal and its price breakup format provided (in pdf) the price bids of all such bidders shall be rejected ((If the price break-up format is not submitted by the bidder, in such case, the bid will also be rejected),**

Place :

(Signature of the bidder with seal)