भारत सरकार
अंतरिक्ष विभाग (अं.वि.)

क्रय एवं भंडार

GOVERNMENT OF INDIA
DEPARTMENT OF SPACE (DOS)
INDIAN INSTITUTE OF REMOTE SENSING
DEHRADUN
IIRS
Ph No. 0135 - 2524317, 4318 Fax. 0135 - 2748041
e-mail :PNS@IIRS.GOV.IN

निविदा आमंत्रण
INVITATION TO TENDER

मैसर्स
M/s 00000

हमारी संदर्भ सं
Our Ref. No. GIDI 2019-000004-01

निविदा अंतिम तिथि
Tender Due at 14:00 hrs IST on 24/06/2019

महोदय
Dear Sirs,

कृपया निम्नलिखित मदों की आपूर्ति के लिए अनुलग्नक (फार्म सं. संलग्न) में उल्लिखित निबंधन एवं शर्तों के अनुसार संलग्न निविदा प्रपत्र में वर्णनात्मक सूचीपत्र/पैम्फलेट/साहित्य सहित हमारी संदर्भ सं. एवं अंतिम तिथि (मोटे अक्षरों में) ऊपर लिखते हुए अपनी मुहरबंद निविदा प्रस्तुत करें।

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues /pamphlets /literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure(Form No. null)

क्र.सं. Sl. No.	विनिर्देशों सहित मद का विवरण Description of items with Specifications	इकाई Unit	मात्रा Quantity
1	Service contract to provide security services at IIRS campus and IIRS housing colony round the clock for the period of 1 year from the date of placement of Work Contract. All other terms & Conditions as per Annexures.	Shift	4

सुपुर्दगी स्थल
Delivery At IIRS, DEHRADUN

प्रेषण की विधि
Mode of Despatch ON SITE

शुल्क छूट
Duty Exemptions

विशेष अनुदेश
Special Instructions TWO PART

विशेष निबंधन
Specific Terms

निविदाकारों को अनुदेश
Instructions to Tenderers

R

KALPANA R
PURS. & STORES OFFICER
भारत के राष्ट्रपति के लिए एवं ओर से
For and on behalf of the President of India
क्रेता / The Purchaser

Specific terms and conditions to the tender

1. Please submit the Technical Details / Catalogue / Make/ Model/Data Sheets.
2. The offer should be valid for a period of 90 days from the date of opening of Tender.
3. **Please send the quotations ONLY in 'SEALED COVER' indicating our tender enquiry No. and due date by speed post so as to reach us on or before the due date & time. IIRS will not be responsible for any postal delays. Quotation may also be dropped in the tender box available in IIRS main gate.**
4. **E- mail/ fax quotations 'WILL NOT BE ACCEPTED'.**
5. Please quote the percentage of GST applicable.
6. Our standard delivery term is FOR, IIRS. In case any vendor offers delivery term of Ex-works, Packing and Forwarding charges if any should be indicated separately either as a percentage of the quoted rate or as a Lumpsum amount.
7. We are exempted from the payment of Customs Duty and necessary exemption certificate shall be issued upon request.
8. **Payment Term**: Payment will be made within 30 days from the date of receipt and acceptance of the item at our site for order value upto- 2.00 Lakhs. For order value above 2.0 Lakh, 90% payment will be made within 30 days and 10% against submission of Performance Bank Guarantee for the warranty period (wherever warranty is applicable). The Performance Bank Guarantee should be valid for a period of 2 months beyond the completion of the warranty period.
9. For foreign orders our Standard Payment Term is Sight Draft.
10. **Liquidated Damages** –The delivery period quoted should be realistic. The delivery period so quoted and mentioned in the order is the essence of the order/contract. In case of delay in delivery of material as per the delivery schedule, Liquidated Damage @ 0.5% per week or part thereof on the undelivered portion subject to a maximum of 10% of the contract value shall be levied. Wherever, installation and commissioning is also involved, the supply will be deemed to have been completed only when the entire Stores is supplied, installed and accepted.
11. **Security Deposit:** -Wherever the offer value is Rs. 5.00 Lakhs or above, the successful tenderer should submit Security Deposit @ 10% of the order value by way of Bank Guarantee / FD Receipt. The Bank Guarantee shall be obtained from any Scheduled Bank on Rs.200/- Non Judicial Stamp Paper and should be valid beyond 2 months from the completion of all contractual obligations.
12. In order to avail of the benefits extended to by Govt. of India to the Micro and Small Sectors, please submit attested copy of the valid Entrepreneur Memorandum Part-II signed by the General Manager, District Industries Centre / UdyogAdhar / NSIC Registration Certification along with your offer. **As per public procurement policy for MSEs, it is meant for procurement of only goods produced and services rendered by MSEs and not for any trading activities by them.**
13. If any bidder submits forged / false document along with the tender, offer of such vendors will be summarily rejected and such bidders will be blacklisted for all future tenders.
14. Wherever samples are required to be submitted along with the quotation, offer without sample will not be considered.

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23/11/19

Purchase & Stores Officer

SPECIAL TERMS AND CONDITIONS FOR SUBMITTING TWO PART BID

1. This is a two part tender viz., Techno-Commercial Bid (consisting of Technical Specifications, Commercial terms & condition etc.) and Price Bid. Hence, quotation should be submitted in separate sealed covers super-scribing "**Tender No. GIDI 2019000004-01, Due on 24/06/2019 at 14:00 Hrs (Techno-Commercial Bid)**" and "**Tender No. GIDI 2019000004-01, Due on 24/06/2019 at 14:00 Hrs (Price Bid)**"

2. Both the sealed tenders (Techno commercial & Price bid) should be kept in one big cover super scribing **Tender for Service Contract for Providing Security Services at IIRS** against Enquiry No **GIDI 2019000004-01, Due on 24/06/2019 at 14:00 Hrs** and put in the Tender Box available in Security gate, IIRS or send by post or Courier within the due date and time prescribed.

3. The Techno-Commercial Bid should clearly indicate the technical details, scope of supply, payment terms, delivery terms, delivery period, taxes and duties, warranty, guarantee, security deposit, performance bank guarantee, etc. under separate heads. Please note that the **price should NOT be indicated** in the Techno-Commercial Bid

4. Tender forms can be purchased from Purchase & Store Section IIRS, Dehradun on all working days on payment of ₹ 560/- in the form of DD drawn in favor of Pay & Accounts Officer, IIRS Dehradun payable at Dehradun or can be downloaded from www.iirs.gov.in. When tender forms are downloaded, DD for ₹560/- drawn in favor of Pay & Accounts Officer, IIRS payable at Dehradun shall be attached with Technical Bid.

5. Only Techno-Commercial bid will be opened on the date of tender opening. The price Bids of those tenderers whose Techno-Commercial Bids are found to be meeting our specifications/ requirements will be opened. The bidders are allowed to attend the tender opening on the date and time of opening.

6. Late and Delayed Tenders will not be considered. Therefore, please ensure that your tender is posted well in time to reach us before the due date and time.

7. Fax/Email offers shall not be considered.

8. All the pages of your offer should be signed/initialed by competent authority and affixed with your company's Seal.

9. **EMD of ₹ 25,000/-** to be submitted along with the Technical Bid in the form of Crossed Demand Draft drawn on any Nationalized / scheduled bank in favor of Pay & Accounts Officer, IIRS, payable at Dehradun. Quotation received without EMD will not be considered. The EMD of unsuccessful bidder will be returned after finalization of order.

23/5/19

[Purchase & Stores Officer]

REQUEST FOR PROPOSAL

FOR

PROVIDING SECURITY SERVICES UNIT FOR IIRS HOUSING COLONY

&

IIRS CAMPUS

OF

INDIAN INSTITUTE OF REMOTE SENSING, DEHRADUN.

इसरो isro

INDIAN INSTITUTE OF REMOTE SENSING,
4 KALIDAS ROAD, DEHRADUN

23/5/19

TERMS & CONDITIONS OF CONTRACT

1) The contract is to provide security services at IIRS Housing Colony and IIRS Campus. The Contractor should have adequate number of qualified work force to provide services as under:-

Sl. No.	Premises/Area	No. of Security Service Unit (without arms)	Duty Shifts
1.	Campus of Indian Institute of Remote Sensing, 4 Kalidas Road, Dehradun	01	One Shift
2.	IIRS Housing Colony, Kalidas Road, Dehradun	03	One Shift each.
	Total	**04**	

2) The services are required on 24 x 7 basis in three shifts as indicated above including Sundays & Public holidays. The Agency shall provide suitable replacements to provide for leave, weekly off etc. and shall ensure that the prescribed numbers of Security Guards are always available at the work-site.

3) The Security Agency within two week of Acceptance of the Contract or as specified in the order, shall deploy the requisite number of Security Personnel and start the work in co-ordination with Head, Personnel & General Administration, and IIRS.

4) The Contract shall be initially awarded for **one** years and may be extended with same terms & condition for **one more** year with mutual consent.

5) The duties of Security Agency/Personnel, as envisaged in this contract, are as follows :-(in addition to other relevant duties as instructed by purchaser from time to time)
   (a) To regulate entry & exit of persons, visitors etc. into the respective premises.
   (b) Detection and prevention of trespasses, intrusion or un-authorized entry into the premises
   (c) To ensure that Security Cabin provided by IIRS is used/occupied by security guard only. No unauthorized person including resident/relatives/friends should be allowed to enter inside the cabin.
   (d) To maintain a register for recording the entry and exit of visitors and particulars of vehicles.
   (e) To conduct regular checks to detect any damages to the compound wall and other properties of the premises, and to make a report to Head, P & GA.
   (f) To conduct Patrolling at regular intervals.

23/5/19

(g) Safe custody and issue/return management of keys of Community Hall / sports premises etc., to bonafide users of the colony with entry in registers maintained for this purpose.

(h) Submit periodical reports of any significant incidents to Head, P&GA, and IIRS.

(i) In the event of any theft, loss of property, Fire accidents and any other untoward incident etc., to inform designated Colony representative and to submit a report to Head, P&GA, IIRS by the quickest possible means, and to take appropriate remedial action in consultation with Colony representative and Head, P&GA, IIRS.

(j) To conduct spot enquiry for (h) above, in consultation with Head, P&GA, IIRS and in coordination with Colony representative without loss of time so that any prima facie evidence at the spot is not destroyed / disturbed. It shall, however, be ensured that such inquiry will not interfere with any investigations by other statutory authorities.

(k) In case of negligence or connivance on the part of Security personnel due to which loss has occurred or aggravated, the entire loss shall be borne by the Security Agency.

(l) Proper handing over, taking over of duty charge at the time of starting/closing of the duties is to be done in each shift. The Security workforce is allowed to leave the duty-point only when the reliever is physically present and after due hand-over of charge to the reliever. Contractor shall make necessary arrangements to oversee the deployments.

(m) Contractor shall maintain first-aid box at the site at their own expense in case of any emergencies for their personnel.

(n) To discharge any other related work assigned from time to time by IIRS.

6) Security Agency shall get the character & antecedents of the workforce duly verified from the local police having jurisdiction and shall submit Police Verification Certificates before their deployment. They shall also submit a copy of valid Photo ID Proof i.r.o each person deployed.

7) Only well experienced security guard in the age range of 25 – 60 years should be deployed. In case it is observed that the Security Agency fails to comply with this clause, bills will be put on hold and an enquiry will be conducted until which time the bills will be kept in abeyance.

8) Security personnel deployed should be able to understand and speak Hindi. They should be able to read and write English, so that entry of visitors, vehicles etc. in the appropriate registers shall be easily handled by them.

9) Security personnel deployed should be physically fit and healthy for performing the duties assigned. They should be well mannered and conversant to deal with the visitors / employees / family members of employees etc.

10) Periodic checks and Surprise checks during night hours (atleast once a week) should be planned & conducted by the Security agency to keep their workforce alert. All such checks & findings thereof are to be logged in a register, which is to be submitted to Head, P&GA, IIRS every month.

11) The Contractor shall issue Photo Identity Card duly signed and stamped, to each person deployed for the work envisaged in this contract. Identity Card will contain the name, date of birth, blood group and Identification marks of the person.

12) UNIFORMS: The Service Provider shall ensure that the work force deployed by him wears neat and clean Uniform and display ID Card. Any failure on this account shall attract penalty. The Service Provider shall provide two pairs of Uniforms (consisting of Pant and Shirt) and a pair of good quality shoes for each of the workforce with all accessories such as Cap, Belt, Shoes & appropriate Badges. A sample of Uniform may be got approved by IIRS before issue to the workforce. He shall provide them with wooden baton (danda) and whistle.

23/5/19

13) Contractor shall provide two pairs of Uniform to each person. Contractor will arrange for periodic replacements of Uniform & accessories to account for wear & tear etc. If the Security workforce is found without uniform including shoes while on duty, he shall not be treated as on duty. In such cases penalty clause will apply.

14) Contractor shall provide the registers, stationery, pen, and torch lights etc. which are required for day to day works.

15) Contractor shall issue suitable personal protection equipment's to the personnel deployed to ward off any threats such as snake bite, raincoats/umbrellas during monsoon, quality shoes to avoid slip / fall while patrolling etc.

16) Contractor shall provide basic training on firefighting, first aid and other related aspects to the workforce deployed.

17) Contractor shall guarantee faithful execution of the contract in accordance with the terms and conditions specified therein. As a performance security, the Contractor shall furnish Security Deposit as stipulated. The Security Deposit shall not carry any interest and shall be returned after due completion of all contractual obligations after adjusting any recoveries, if due.

18) In the event of breach of any of the terms and conditions of contract, IIRS shall have the right (without prejudice to such other rights & remedies) to terminate the contract forthwith and/or to forfeit the entire or part of the amount of Security Deposit.

19) Under no circumstances the wages paid to the personnel shall be less than that notified by statutory authorities from time to time under the minimum wages Act as notified by the Government. However, the amount of Service Charges quoted by the Contractor shall remain fixed during the period of contract.

20) Contractor shall comply with all obligations prescribed under Contract Labour (Regulation & Abolition) Act, 1970 and such other rules & acts as issued/amended from time to time by the Government.

21) Contractor shall strictly adhere to all rules, regulations and instructions pertaining to supply & deployment of manpower as issued from time to time by statutory authorities. The contractor shall at all times indemnify IIRS administration from any suits/proceedings etc., whether instituted by any person or by any statutory authority on any such matter(s) relating to his supply of manpower to provide security services as per this contract.

22) Contractor shall pay wages for every month to the workforce latest by the 5th day of succeeding month. The Service Provider shall ensure that the amount being paid to the workforce is not less than the amount quoted by them as wages. The Wage Register shall be certified by the duly authorized office-bearer of Housing Colony Welfare Association/nominated official. The Attendance Register shall be certified on daily basis by the duly authorised office-bearer of Housing Colony Welfare Association/nominated official.

23) Contractor shall pay wages by mode of ECS/RTGS to the Bank Account of each person deployed. Wages shall be disbursed on or before 5th of every month without waiting for clearance of bill by IIRS.

24) Payments will be made to the Contractor on monthly basis as per the actual services rendered. The Contractor should submit monthly bills to Head, P&GA, latest by 15th day of the following month, enclosing the following: -

a) Copy of Wage Register for the month duly signed by each workforce & certified as prescribed.
b) Copy of Attendance Register for the month duly certified as prescribed.
c) Copy of EPF & ESI remittance challans for the month, along with Statements issued by EPF/ESI authority, showing the amounts remitted by name for each workforce.
d) Copy of GST remittance challan of the month, showing the amount remitted for this work.
e) Copy of the Bank scroll showing the remittance of Wages to the account of respective workforce.

25) Contractor shall claim his service charges for providing manpower through the monthly bills.

26) Contractor shall provide 'Wage Payment Statement' containing Name, Employee ID, Total Wages, EPF/ESI Deductions, Net Wages, EPF A/c No. & balance, ESI A/c No and such other relevant details.

27) Contractor should have ESI code for depositing of ESI contributions. The contractor shall cover all his employees under ESI Scheme and shall submit a list of employees deployed with their respective ESI numbers and name of ESI Dispensary & Local Office to Head P &GA, IIRS, within 30 days of award of this Contract.

28) Contractor is responsible for obtaining EPF statement from EPF Commissioner's Office and distribute the same to the security personnel periodically and confirm the same to Head, P&GA, IIRS. ESI will be applicable only for those security personnel who are not availing medical facility from any Government Department.

29) In case, a need arises for additional security services during the currency of contract, either for regular or for sporadic nature of work, the contractor shall provide such additional labour on the same rates & terms as specified in this contract. Similarly, if it is decided to reduce the number of workforce deployed, the contractor shall provide such reduced number of work-force from such date as intimated. IIRS will intimate the Contractor the exact number of workforce to be provided from time to time.

30) IIRS shall not be responsible for payment of compensation, on account of death, injury etc. to the personnel deployed, whether on the occurrence of any untoward incident or otherwise, and whether in the course of performance of duty or otherwise. The Contractor shall be solely responsible for settlement of any claim in this regard.

31) In the event of any dispute between the Contractor & IIRS, the same shall be settled by way of mutual discussion / arbitration. Courts in Dehradun only shall have jurisdiction to deal with any legal matter pertaining to this contract.

32) **PENALTY CLAUSE:** In the event of any of the Security workforce not performing the duty as prescribed or absenting himself without proper permission or reason, an amount equal to double the daily wages per shift per person will be recovered from the agency's bill. Further, in the case of absence, non-performing duty etc. by the personnel deployed, the Agency shall not be entitled to claim daily wages in respect of such personnel for the duration of their absence from duty/misconduct. Further suitable penalty (recoverable from monthly bills / security deposit) shall be levied for non-performance of any of the contractual obligations by the Security Agency. The decision of IIRS in this regard shall be final & binding on the contractor.

33) IIRS reserves the right to terminate this contract at any time without assigning any reason whatsoever, by giving a clear one-month notice to the contractor.

23/5/19

34) Contractor shall not sub-contract the assigned contract.

35) Contractor shall be bound by the details furnished to IIRS, while submitting the bid or at any stage thereafter. If at any stage, any such documents/details furnished by the contractor is found to be false, it shall be deemed to be a breach of the terms of contract making him/her liable for legal action and the contract shall be liable to be terminated.

36) Security workforce is not permitted to work continuously for more than one shift at a time, as it affects their alertness & quality of work. In case continuation of any Security workforce for second shift is found necessary, due to exigencies, a report has to be submitted to Head, P&GA, IIRS. In the event of frequent recurrence of such cases in a month, penalty clause will apply.

37) Adequate leave provisions are to be ensured by the Agency. Duty rosters are to be checked by the Agency on daily basis for effective monitoring of the work of the personnel deployed. Duty rosters are to be counter-signed by an office-bearer of Housing Colony Welfare Association/nominated official.

38) In case, the person deployed commits any act of omission/commission that amounts to misconduct/indiscipline/incompetence/security risks etc., the Contractor shall take appropriate action as asked by IIRS including replacement of personnel, payment of damages etc., and the decision of IIRS shall be final & binding on the contractor.

39) Contractor shall inform to the personnel deployed and ensure that they do not disclose any details of premises, security arrangements, administrative/organizational matters etc to any other person.

40) Contractor shall immediately provide a qualified substitute in the event of any person leaving the job or his services terminated due to any reason. The delay by the Agency in providing a qualified substitute will attract penalty clause. The Contractor shall indemnify IIRS against any loss that may be sustained or aggravated due to non-deployment of security personnel or due to non-performance of duties by the security personnel.

41) For all intents and purposes, the contractor shall be the "Employer" within the meaning of different Labour Legislations in respect of the workforce deployed by him.

42) Contractor shall comply with all statutory requirements in the matter of supply of manpower as envisaged in this contract. He shall be well-versed with rules, notifications, procedures etc issued by statutory authorities on the subject.

43) It shall be the sole responsibility of the contractor to settle disputes – with any other person(s) or with any statutory authorities - arising out of his providing manpower services to IIRS. The Contractor shall indemnify IIRS against any order or suit or proceedings that may be instituted by any person or authority for violation or otherwise of any provisions of law. The entire expenses in this behalf shall be borne by the contractor.

44) Contractor shall indemnify IIRS from any claims that may be made by the manpower deployed by the Contractor for any injury or death during the performance of their functions/duties as envisaged in this contract. IIRS shall in no way, be responsible for settlement of such issues whatsoever. IIRS shall not be responsible for any damages, losses, claims, injury, disability, death etc to any person deployed by the contractor in the course of performing their duties or otherwise, or for payment towards any compensation. The Contractor shall be solely responsible for redressal of grievances / resolution of disputes relating to the personnel deployed.

45) Contractor shall arrange for transportation, food, accommodation and any other requirements of the manpower deployed by him. IIRS will have no liability in this regard at any stage.

46) The manpower deployed by the Contractor shall not have any claims of Master and Servant relationship vis-a-vis IIRS nor shall have any principal and agent relationship with or against IIRS.

47) The security personnel deployed by the Contractor shall not be entitled for any claim towards pay, perks and other facilities which may be admissible to casual, ad-hoc, regular/confirmed employees of IIRS, during the contract period or at any stage after its expiry. In case of termination of the contract also, the persons deployed by the contractor shall not be entitled to any claim for absorption or relaxation for absorption in any capacity in IIRS. The Contractor shall communicate the above to the security personnel deployed.

48) IIRS reserves the right to accept or reject any offer fully or partly without assigning any reasons and if the rates quoted are not rationale and viable. After taking into consideration, cost towards Uniforms, Shoes, ID cards, police verification etc., net administrative charges shall be quoted. If quotes received without taking into consideration the above elements, such quotations shall be summarily rejected. IIRS also reserves the right to enter into parallel contracts with one or more service providers, if required.

49) If any damage is caused to IIRS property by any workforce of the Contractor or if they sustain any injury due to their negligence, the responsibility for the same shall solely rest with the Contractor.

50) Any replacement of security guards by the Contractor should be intimated to Head, P&GA 15 days in advance. Frequent replacements of personnel shall be avoided. However, the Contractor shall remove the security personnel concerned within 24 hours, if he is found to commit any of the following:

a. Act of disobedience/uncivilized behavior.
b. Negligence & not maintaining alertness.
c. Lack of punctuality.
d. Sleeping while on duty
e. Any act of dishonesty
f. Use of alcohol or intoxicating drugs while on duty
g. Any other misconduct

51) Contractor shall ensure maintenance of the following Registers/Duty Roster and shall produce the same on demand, to the concerned authority of IIRS and to any authority authorized under law :-

a) Monthly Duty Roster
b) Leave Register
c) Payment of Wages Register
d) Grant/Record of Weekly off.
e) Register of Employees.
f) Attendance Register
g) Visitors Register
h) Any other register required to be maintained under applicable law.

23/5/19

52) Contractor shall maintain proper records & registers as required under the Contract Labour (Regulation and Abolition) Act, 1970 and such other relevant Acts & Rules. The records / registers shall be produced for verification / inspection as and when required by Department / Central and State Government agencies. IIRS shall have powers to conduct checks regarding payments of wages, ESI, EPF etc., as considered necessary. The contractor shall get his ESI records verified once in six months from ESI inspector and submit the report.

53) Contractor is responsible for compliance of all statutory provisions relating to Minimum Wages, EPF, ESI, GST etc. in respect of the persons deployed for this contract.

54) Contractor is responsible for depositing all taxes, levies, Cess, duties etc. as may be imposed & payable for any works pertaining to this contract. He shall remit such amounts to the concerned authorities from time to time as per extant rules and regulations on the matter and maintain proper records for verification.

55) Tax Deducted at Source (TDS) at such rates as prescribed, shall be deducted from the monthly bills and a certificate to this effect shall be provided to the Contractor.

56) In case the Contractor fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof IIRS is put to any loss/obligation monetary or otherwise, then IIRS shall recover such amounts from the outstanding bills or from the Performance Security Deposit of the Contractor, to the extent of such loss.

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23/5/19

PART B: PRICE BID FORMA

Sr. No.	Description	Unit Cost / Rate For SSU	Remarks, if Any
1.	1.1 Wages per SSU per shift as per minimum wages (including employee's contribution of PF)		• As per "Area wise rate of Minimum Wages for Scheduled employment (Watch and Ward – Area B –Without arms) in the Central Sphere and as amended from time to time." Declared by Ministry of Labour, Government of India. **Currently Rs. 645***Days of Month i.e. = Rs. 16770 per month max.
	1.2 a. PF- Employer's contribution on Sr. No. 1.1. (As per Statutory regulations. At present it is 13.15 % of Minimum Wages)	Rs.2205	• Claims are to be supported with documentary evidences in respect of PF, ESI, etc. • Applicable Statutory rules & laws of the land are to be strictly followed by Service Provider.
	b. ESIC Contributions on Sr. No. 1.1. (As per Statutory regulations. At present it is 4.75%)	Rs.796	
2.	Administrative charges per SSU per shift.	Rs.	
3.	Total Cost per SSU per shift.	Rs.	
4.	Applicable Taxes	Rs.	Percentage of applicable taxes shall be mentioned.

Note:

1. The Service Provider has to adhere to Minimum Wages Act. Any increase / decrease in the minimum wages subsequently during the period of contract by the Statutory Body / Government will be reimbursed / deducted on the production of documentary proof / evidence.
2. The Service Provider is requested to quote the Administrative Charges separately in Rupees after taking into the consideration all overheads/Uniforms & Shoes/TDS/Mics. charges, if any, Administrative charge of Sl. No. 2 shall be fixed charges during the currency of the contract and will not vary according to variation of minimum wages at Sr. No. 1.1.

23/5/19