

**Government of India
Central Electricity Authority
Sewa Bhawan, R.K. Puram,
New Delhi-110066**



BID DOCUMENT NO. D-31016/15/2011-GS

F o r

PROCUREMENT OF SERVICES FOR UPKEEP, CLEANING & MAINTENANCE AND SECRETARIAL SERVICES FOR CEA OFFICES LOCATED AT SEWA BHAWAN & WEST BLOCK-11, R.K.PURAM AND NRPC COMPLEX AT KATWARIA SARAI, NEW DELHI.

LAST DATE OF RECEIPT OF BID 03.01.2012 upto 3.00 P.M

DATE OF OPENING OF BID 03.01.2012 at 3.30 P.M

**(ALOK SAXENA)
DIRECTOR (A-1)**

BID DOCUMENT

Sealed Bids are invited by Director (A-I), Central Electricity Authority (CEA) on behalf of the President of India for the following Services in CEA offices located at Sewa Bhawan, West Block-II, R. K. Puram, and **NRPC Complex at Katwaria Sarai, New Delhi.**

1) PROCUREMENT OF HOUSEKEEPING SERVICES i.e UPKEEP, CLEANING & MAINTENANCE WORKS.

2) PROCUREMENT OF SECRETARIAL SERVICES, INCLUDING DATA ENTRY, DIARY & DESPATCH AND MESSENGER SERVICES.

1.1 Bidder are to be submitted in single sealed cover envelope containing Envelope I and Envelope II each one duly sealed separately. Envelope I and envelope II should be transcribed in the following way:

Envelope I transcript – “**BID for PROCUREMENT OF HOUSEKEEPING AND SECRETARIAL SERVICES**”

BIDDER's name _____
Due for opening on _____
Envelope I : “TECHNICAL BID”

Envelope II transcript – “**BID for PROCUREMENT OF HOUSEKEEPING AND SECRETARIAL SERVICES**”

BIDDER's name _____
Due for opening on _____
Envelope I : “FINANCIAL BID”

1.2 The two sealed Envelopes for the Bid submitted by Bidders should be packed in a single sealed cover envelope, with the following superscript:

Bid for PROCUREMENT OF SERVICES FOR HOUSEKEEPING AND SECRETARIAL SERVICES”

Bidder's Name _____
Due for opening on _____

1.3 The Bidder has the option of sending its tender either by registered post or speed post, or courier, or by hand delivery, so as to reach CEA at the designated Address by the Bid Deadline. Bids submitted by telex / telegram / fax / e-mail shall not be considered under any circumstances. CEA shall not be responsible for any bid received by CEA after the bid deadline. Such bid shall be returned unopened.

1.4 It may be noted that technical bid (Envelope-I) shall not contain any information / documents relating to Financial bid. Technical bid contains any such information / documents, the CEA shall not be responsible for premature opening of the Financial bid.

1.5 Earnest Money Deposit (EMD)

Each bidder shall submit the tender accompanied by Earnest Money Deposit (EMD) in the form of a Pay Order / Demand Draft for Rs.2,00,000/- (Rupees Two Lakh Only) payable to Drawing & Disbursing Officer, Central Electricity Authority, New Delhi.

1.6 Return of Earnest Money Deposit (EMD)

(i) Earnest Money Deposit (EMD) of all the bidders whose bids are declared non-responsive shall be returned within a period of thirty (30) days after the date on which Financial bids are opened.

(ii) The Earnest Money Deposit (EMD) of all unsuccessful bidder shall be returned and released by CEA within a period of thirty (30) days of the occurrence of the earlier of the following:

- Expiry of the bid validity / extended validity of unsuccessful bidder.

1.7 Earnest Money Deposit (EMD) of the successful bidder shall be returned on submission of Performance Guarantee.

1.8 PERFORMANCE GUARANTEE

The selected bidder has to deposit Security Deposit/Bank Guarantee equivalent to 10% (Ten percent) of total contract value in favour of DDO, CEA. Its validity should be 90 days after expiry of the contract period. The Security Deposit will be released after 2 month of the expiry of the satisfactory completion of the contract period. If the firm fails to provide satisfactory performance, the CEA shall be at liberty to terminate the contract and withhold the Security Deposit or the balance payment of the firm, apart from being entitled to take any other action that it deems fit.

2.0 SCOPE OF WORK

2.1 Cleaning & upkeep of CEA premises in Sewa Bhawan on the 2nd, 3rd, 4th floor (Half Portion), 5th, 6th, 7th and 9th floors of its North Wing and 9th floor of its South Wing (Half Portion), Reception CEA, Reception MHA, SSF Security Room, Visitor Room, Drivers Room, CR & EPIS Room, Labour Room, Covered Car Parking near SBI ATM, Canteen, Pantries, Toilets, Corridors and Staircases at Sewa Bhawan, R.K. Puram, New Delhi. Wing 1 & 5 (Portion pertaining to CEA) in West Block-II, R.K. Puram, and NRPC Complex office at Katwaria Sarai, New Delhi.

2.2 The aim and objective is to provide a clean, hygienic and presentable look to the entire area under sanitary condition of the Government ;

- To carry out cleaning & mopping work, dusting of work stations, almirahs, glass panes of all windows/doors, etc., vacuuming & disinfecting of floors, wall and ceilings. Removal of wastepaper and any other garbage from the entire area covered under the contract to the garbage disposal area.
- Cleaning the glass window panes from outside twice in a year.

- Cleaning of baskets, wastepaper baskets, cobwebs and disposing off all the collected refuse at designated site on daily basis.
 - Spraying of room fresheners and air fresheners at regular intervals.
 - Acid-cleaning and scrubbing of toilets, wash basins, sanitary fittings, glasses and toilets floors.
 - Putting plastic bags in all dustbins to avoid stains & stinks and clear them on daily basis.
- 2.3 Miscellaneous work like shifting of goods, office furniture, locking and unlocking the office rooms and halls in the morning and evening and any other official work which arises from time to time.
- 2.4 Carry out the maintenance and repair of all electrical fittings and equipment.
- 2.5 Cleaning and dusting of electrical switchboards, fans, fire-fighting equipment, plant boxes, nameplates, doormats etc.
- 2.6 The services of Safaiwalas, Farashes and Supervisor will start from 08:00 hours. The first round of cleaning work shall be completed by 09:30 hours and the second round of cleaning work shall be completed by 14:00 hours. The persons deployed shall be available till 16:30 hours and shall attend to work for six days in a week.
- 2.7 The services of Electrician & Plumber will be from 09:30 hours to 18:00 hours, six days a week. In addition, the service provider will depute minimum two persons till 18:30 hours daily to meet any emergency requirement. The Electrician and Plumber will be available in General Supplies Section during office hrs. In addition, the firm shall provide all these services of Safaiwalas, Farashes, Supervisor, Electricians and Plumber, if required, during unforeseen situations.
- 2.8 The secretarial personnel provided by the bidder shall be responsible for the secretarial work assigned to them including work of data entry, typing (English / Hindi), diary/ dispatch, clerical & accounts works, messenger, etc., and any other work assigned from time to time. The services of these personnel will be from 0930 to 1800 hours from Monday to Friday and if required on Saturday and Sunday. In addition, they may be called at any time during holidays without any additional remuneration.
- 2.9 **To carry out the above works, the bidder shall provide the workers in the following categories :**
- (1) 40 Safaiwalas and Farashes.**
 - (2) One Supervisor,**
 - (3) One Plumber,**
 - (4) Two Electricians,**
 - (5) 48 personnel for misc. secretarial services and diary and dispatch as also messenger services (like Peon etc.)**

The Department reserves the right of alters of the numbers of the workers as per the requirement.

- 2.10 The bidder shall provide the basic sanitary consumables like floor dusters, vacuum cleaners, floor cleaning machine, brooms, brushes, buckets and mugs, wipers, steel wool, tee-poles, etc.
- 2.11 The bidder will deposit in advance the monthly sanitary/ cleaning consumables in this office as per **Schedule - A**. The materials shall be deposited before 5th of every month, so that the material may be inspected by the authorized person of CEA as per requirement of specification before issue/ use. The material will be issued to the workers on day to day basis, as per requirement.
- 2.12 The bidder shall be responsible for maintenance and repairs of all electrical and sanitary fittings up to the mark of "original fittings". If any willful damage caused by any workers of the contracting firm during the contract period will be the sole responsibility of the bidder and any loss will be made good by the bidder.

3.0 QUALIFYING REQUIREMENTS

- (i) The bidder must have turnover of minimum Rs.1,00,00,000/- (Rupees One crore only) per year for the last three financial years. The bids should be accompanied with the proof in the form of audited Annual Accounts and Balance Sheet.
- (ii) The bidders shall have to fulfill the cretreria of satisfactory execution of works as given below:
1. Three similar works, each of value not less than Rupees 40 lakhs.
 2. Two similar works, each of value not less than Rupees 60 lakhs.
 3. One similar works of Rupees 80 lakhs in the last seven years ending on the last day of the of the month on which Bid / Tender Notice has been issued.
- (iii) The bidder should have experience in providing similar services in Government / PSU / State Government Sector. The bid shall be accompanied with the details of such government departments / organizations currently being provided housekeeping and secretarial services . The list shall include the name of the organization alongwith contact person, telephone, fax number with contract period .
- (iv) The bidder shall be registered under the Contract Labour (Regulation and Abolition) Act. 1970. The bidder should have valid labour license under the Act. The copy of the registration certificate and labour license shall be accompanied with the bid.
- (v) The employees to be deployed by the bidder should be covered under ESI and EPF. Copies of ESI and EPF Registration certificates issued to the company must be attached (attach proof for ESI and EPF subscription for the last two years).

- (vi) The bidder must attach the copies of the TAN/PAN of the company.
- (vii) The bidder shall provide copies of filing Income Tax returns filed for the last three years.-

4.0 TERMS & CONDITIONS

- (i) Language of the Bid shall be English / Hindi Only.
- (ii) Bidders shall mention the name of the contact person and complete address of the Bidder in the covering letter.
- (iii) The CEA, at its sole discretion, ask for additional information and / or seek clarifications from a Bidder after the Tender deadline, inter alia, for the purposes of removal of inconsistencies or infirmities in its bid.
- (iv) The workers engaged in providing the requisite services to the CEA shall be the employees of the Contractor Firm and will take their remuneration/wages from the Contractor Firm. They will have no claim of whatsoever nature including monetary claims or any other claim or benefits from CEA.
- (v) That bidder shall furnish the full particulars of the workers under the contract including details like Name, Father's Name / Guardian's name, Age, Photograph, Permanent & Postel Address, etc., and they will also ensure the verification of antecedents of such worker from Police, and also ensure that they possess the requisite academic/technical qualifications and experience for rendering the requisite services to the CEA
- (vi) The bidder shall be responsible for compliance of all the applicable laws and obligations arising from the action of providing the requisite services to the CEA.
- (vii) The Supervisor will maintain an attendance register in which the arrival and departure time of the workers shall be entered daily and the same shall be countersigned by the authorized officer of CEA. Supervisor will supervise the assigned work of the workers of the categories of Safaiwalas and Farashes daily and submit the daily inspection report to the authorized officer of CEA
- (viii) Every worker so appointed by the contractor shall attend the office in a proper uniform displaying his name plate on the front pocket of Bushirt.
- (ix) Any liability arising under Municipal, State or Central Government laws and regulations will be the sole responsibility of the firm and the CEA shall not be responsible for any such liability whatsoever it may be.
- (x) The bidder shall comply with all the rules and regulations regarding safety and security of the workers and the CEA will in no way be responsible in any manner in case of any mishap to the workers.

- (xi) The workers provided shall be under the direct control and supervision of the bidder. However, they shall comply with the oral and written instructions given on day to day basis, by the officer(s) authorized by the CEA from time to time.
- (xii) The bidder shall not sub-let the contract.
- (xiii) **The bidder shall make payment of remuneration/wages to workers before 7th of every month in the presence of the official authorized by CEA in CEA office at Sewa Bhawan, R.K. Puram, New Delhi. After making the payment, the bidder shall raise the bill to the CEA for payment with the certification that the payment due to the employees has been made.**
- (xiv) The CEA shall deduct proportionate amount for each day of absence of the worker(s) while making payment to the bidder each month, in case no substitute in place of the absentee is provided.
- (xv) The bidder shall be responsible for the discipline and conduct of the worker and in case the worker lack discipline and their quality of work deteriorates during the course of their service, the firm shall provide replacement workers of suitable personnel.
- (xvi) During the subsistence of the contract, the CEA shall not undertake any monetary liability other than the amount payable to the firm as per contract for the services provided by them. Other liabilities, if any, shall solely rest on the part of the bidder.
- (xvii) Any loss, theft or damage to the property of the CEA shall be compensated by the bidder.
- (xviii) The bidder shall be responsible for providing amenities to its workers as required to be provided under the provisions of Contract Labour (Regulation and Abolition) Act, 1970. In case of failure, CEA shall not bear any responsibility to provide such mandatory amenities at all.
- (xix) It shall be the sole liability of the bidder to pay the wages, provident fund, ESI, gratuity, leave benefits bonus, Medical facilities, uniforms etc., as applicable under relevant Acts/ rules to the workers deployed in CEA. The bidder has to give an undertaking in this regard in the form of an Indemnity Bond, that it is following all the labour laws including the payment of minimum wages etc. If desired, the bidder shall furnish all the relevant record for verification to CEA. In case, it is ascertained that the bidder has not paid the due amount to the personnel engaged for the work the difference of amount not paid to such employees shall be deducted by CEA from the subsequent payments due to the bidder.
- (xx) The bidder- will not ask for any enhancement of approved rates unless there is any statutory increase in wages/DA etc. during the period of contract. It will be the sole liability of the firm to pay the wages, provident fund, ESI, leave benefits, bonus, medical facilities, etc. to its employees as applicable under the relevant Acts/ Rules.

- (xxi) If the bidder fails to render any or all the services, for any period during the period of the contract, the CEA shall be at liberty to get the work done from other agencies and deduct charges incurred on this account from the amount payable to the bidder .
- (xxii) Whenever and wherever it is found that the cleanliness is not up to the mark, it will be brought to the notice of the supervisor of the bidder by CEA and if no action is taken immediately or within one day, penalty of Rs.1,000/- per day per complaint will be imposed. In case, ten (10) complaints remains un-attended at any time for more than three (3) days it could be treated as contract failure and for this, Bidders Performance Guarantee could be forfeited, if CEA decides so,
- (xxiii) The successful bidder is required to furnish acceptance of the letter of award within a week's time.
- (xxiv) The successful bidder has to deposit Security Deposit/Bank Guarantee equivalent to 10% (Ten percent) of total contract value in favour of DDO, CEA. Its validity should be 90 days after expiry of the contract period. The Security Deposit will be released after the expiry of the satisfactory completion of the contract period. If the firm fails to provide satisfactory performance, the CEA shall be at liberty to terminate the contract and withhold the Security Deposit or the balance payment of the firm, apart from being entitled to take any other action that it deems fit.
- (xxv) The CEA reserves the right to abandon or terminate the contract at any time without assigning any reason.
- (xxvi) In case of any dispute, the decision of the Chairperson, CEA will be final and binding upon both the parties.
- (xxvii) The period of the contract will be one year from the date of award of the contract, and on expiry of the said period, the contract may be extended by mutual consent of both the parties.
- (xxviii) Any cutting / overwriting / omissions should duly signed by the authorized person of the bidder.
- (xxix) A copy of these terms and conditions duly signed by the bidder in token of having understood and agreed to the same should be attached along with the bid.
- (xxx) The successful bidder will be required to execute the contract agreement on a non- judicial paper of Rs.100/- on acceptance of their bid.
- (**xxxi**) The bidder are required to quote the unit rates for each category of services separately. The rates for providing the services for cleaning, maintenance and upkeep work with material are to be submitted in the **Annexure-II**

(xxxii) **Minimum Qualification of Workers**

- (i) XIIth Pass and Computer Literate for Secretarial Services.
- (ii) Unskilled for safaiwala
- (iii) Xth Pass for Supervisor
- (iv) ITI Pass for Electricians with minimum 5 years experience.
- (v) ITI Pass for Plumber with minimum 5 years experience.

5.0 TECHNIAL BID

The bidders have to submit the following documents alongwith the Earnest Money as per the check list under Annexure – I

- i. Photocopies of last three years audited Annual Accounts and Balance Sheet.
- ii. Photocopies of similar contract executed as per Para 3.0
- iii. Photocopies of registration of ESI/EPF, as also proof of ESI & EPF subscription for the last two years
- iv. Photocopies of Current Labour License.
- v. Photocopies of PAN/TAN/WCT/Service Tax.
- vi. Photocopies of Income Tax returns for the last 3 years.
- vii. Declaration by the Bidder as per Annexure – III.

6.0 FINANCIAL BID

6.1 The bidder shall quote the monthly rates for each categories of worker and also the monthly rate of consumables required in sanitary works (as mentioned in Schedule A) in the performa as enclosed as Annexure - II. It is clarified that the spare components required for Electrical & Sanitary maintenance / repair works will be provided by CEA. The tools/instrument kit for electrician and plumber shall be provided by the bidder.

6.2 The quoted rates should include all taxes and duties payable to State / Central Governments as also to local Municipal bodies. The taxes and duties such as service tax which is to be charged separately may be mentioned in the quotation separately as per Annexure – II.

6.3 The price should be quoted as firm. No price escalation will be allowed except for the increase in the minimum wages as notified by the Delhi Government. The increase will be limited to the increase in the minimum wages only irrespective of the quoted prices.

7.0 EVALUATION CRITERIA

7.1 TENDER EVALUATION

The bid evaluation process comprises of the following three steps:

- (i) Step I : Responsive check (envelope I)
- (ii) Step II : Evaluation of Financial bid (Envelope II)
- (iii) Step III : Successful bid selection

7.2 **Step I : Responsive Check**

The technical bid submitted by the bidder shall be initially scrutinized to establish "Responsiveness". Subject to any of the following conditions may cause the tender to be considered "Non-responsive" at the sole discretion of CEA:

- (i) Bid not accompanied by a valid Earnest Money Deposit (EMD);
- (ii) Bid not signed in the manner;
- (iii) Bid not containing as per the performa (Bidder's undertakings);
- (iv) Bid being conditional
- (v) Bid having Conflict of Interest.

7.3 **Step II : Evaluation of Financial Bid**

The financial bids of only those firms will be opened who qualify in the Technical bid.

7.4 **Step III : Successful Bidder selection**

The contract shall be awarded to the overall lowest bidder which meets both the requirements taken together, i.e., providing of services for up keep and cleaning of CEA offices with material as also providing of secretarial services, diary and despatch, data entry and messenger

CEA in its own discretion, has the right to reject any or all tenders if the quoted rates are not aligned to the prevailing market / Government notified rates.

8.0 TERMS OF PAYMENT

- (i) The bidder has to submit the bill in triplicate after payment of the worker(s) wages in the 1st week of the next month for release of payment for the previous month.
- (ii) The bidder will prepare bill for each month for the workers deployed based upon the per day rate worked out based upon the monthly quoted rate and working days in the month as provided under the para 2.6, 2.7 & 2.8 .

9.0 PRE-BID CONFERENCE

THERE SHALL BE A PRE-BID CONFERENCE WITH ALL THE BIDDERS REGARDING SCOPE OF WORK CLEANING TECHNIQUES AND SKILL WHICH SHALL BE HELD ON **26.12.2011 AT 3:30 P.M.** IN THE CHAMBER OF DIRECTOR (A-I), ROOM NO 503, 5TH FLOOR, NORTH WING, SEWA BHAWAN, R.K. PURAM, NEW DELHI.-110606.

**(ALOK SAXENA)
DIRECTOR (A-I)**

SCHEDULE-A**Monthly requirement list of the Cleaning Material.**

S.No	Name of the items	Brand as per Government standard specification.	Quantity
1	PHENYLE	Reputed Brand Quality	50 Ltr.
2	CLEANZO	Reputed Brand Quality	70 Ltr.
3	HOMOC OL LIQUID SOAP	Reputed Brand Quality	12 Canes
4	HARPIC BOTTLES(500 ML)	Reputed Brand Quality	20 Nos.
5	COLIN SPRAY BOTTLES(500 ML)	Reputed Brand Quality	20 Ltr.
6	ROOM FRESHNER(ROSE)	Reputed Brand Quality	10 Nos.
7	DISH WASH POWDER	Reputed Brand Quality	35 Kg
8	DETERGENT POWDER	Reputed Brand Quality	10 Kg
9	LIZOL	Reputed Brand Quality	10 Nos.
10	STAINLESS STEEL POLISH	Reputed Brand Quality	05 Ltr.
11	SANITRY CUBE	Reputed Brand Quality	30 Pkts.
12	NEPHTHALINE BALLS	Reputed Brand Quality	04 Kg
13	ACID	Reputed Brand Quality	30 Ltr.
14	SOFT BROOM	Reputed Brand Quality	40 Nos.
15	NARIAL BROOM	Reputed Brand Quality	10 Nos.
16	FLOOR DUSTER	Reputed Brand Quality	48 Nos.
17	WHITE DUSTER	Reputed Brand Quality	48 Nos.
18	YELLOW DUSTER	Reputed Brand Quality	20 Nos.
19	WIPER	Reputed Brand Quality	12 Nos.
20	PLATFROM BRUSH	Reputed Brand Quality	12 Nos.
21	JALA BRUSH LONG ROD	Reputed Brand Quality	02 Nos.
22	PVC MUG	Reputed Brand Quality	04 Nos.
23	BUCKET	Reputed Brand Quality	04 Nos.
24	DUSTBIN WITH LID 80 LTR.	Reputed Brand Quality	02 Nos.
25	DUSTBIN WITH LID 25 LTR.	Reputed Brand Quality	02 Nos.
26	TOILET BRUSH	Reputed Brand Quality	04 Nos.
27	PLASTIC JUNA BIG SIZE	Reputed Brand Quality	10 Nos.
28	BLEACHING POWDER	Reputed Brand Quality	02 Kg
29	DUSTBIN PEDDLED 15 LTR	Reputed Brand Quality	03 Kg
30	PVC DUST PAN	Reputed Brand Quality	05 Kg
31	DRAIN PRESSURE PUMP	Reputed Brand Quality	02 Kg
32	GARBAGE BAG BIG/SMALL SIZE	Reputed Brand Quality	20 Kg
33	VACCUM CLEANER *	Reputed Brand Quality	
34	FLOOR CLEANING MACHNE*	Reputed Brand Quality	

* To be provided during the contract period.

CHECK LIST

(To be submitted by applicants along with bid application)

Name of work: Procurement of Services for cleaning, Up-Keep and Maintenance and Secretarial Services for CEA offices located at Sewa Bhawan, West Block- II, R. K. Puram and Office of CEA at NRPC Complex, Katwaria Sarai, New Delhi.

Name and address of the Tenderer : _____

1	2	3	4
Ref. No.	Qualifying Criterion	Particulars	Enclosure check list
1.	Turn over: Annual turnover during last three financial years	Year (In Rupees Lacs) 2008-09 2009-10 2010-11	Proof of turn over enclosed (Audited Annual accounts). YES/NO
2.	Work Experience	Work Order / Agreement No. & dt: 1. 2. 3. Cost: 1 2 3 Date of Completion 1 2 3	Copy of Certificates enclosed: YES/NO
3.	Labour License		Copy of Labour License: YES/NO
4.	PAN /TAN/WCT/Services Tax		Copy of PAN/TAN/WCT/Services Tax enclosed:
5.	EPF registration No.		Copy of EPF card enclosed : YES/NO
6.	ESI registration No.		Copy of ESI card enclosed : YES/NO
7.	Income Tax return for the Last Three years		Copy enclosed YES/NO
8.	Detail of EMD in favour of DDO.CEA, New Delhi	DD/Pay Order/ FD No.:_____	Enclosed : YES / NO

		Dated: _____ Amount: _____ Bank: _____ Branch: _____	
9.	Undertaking as required under Para _____		Enclosed : YES / NO
10	Detail of any other information		Enclosed : YES / NO

Place:

Date:

Signature with Stamp
Authorized Signature of the contractor /Firm

DECLARATION

I (_____) hereby declare that the documents submitted/enclosed are true and correct. In case any document at any staged found fake/incorrect, my EMD may be forfeited & action as deemed fit by CEA can taken against me.

Place:

Date:

Signature with Stamp
Authorized Signature* of the contractor /Firm

*In case of authorized signatory, document for the authorization may be furnished.

Name of the Firm: _____

MANPOWER RATES

(All Figure In Rupees)

Description		Safaiwala	Supervisor	Plumber	Electrician	Secretarial Personnel
a)	Minimum Wages					
b)	EPF(Including Administrative charges)					
c)	ESI					
d)	Bonus					
e)	Leave Compensation					
f)	Any other allowance, if any					
i) Sub Total per person (a to f)						
ii) Services Tax						
iii) Total (i) + (ii)						
iv) No. of Workers		40	1	1	2	48
(v) Manpower Cost ((iii)) x (iv)						

I) Monthly Manpower Cost of all categories (As (v) above) =

II) Cost of Material (As per Schedule – A) every month. =

Grand Total (I+II) =

BIDDER'S DECLARATION

1. I, _____ Son / Daughter / Wife of Shri _____ Proprietor / Director / Partner / authorized signatory of the agency (*) / Firm, mentioned above, is competent to sign this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;

3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

*In case of authorized signatory, document for the authorization may be furnished.

Date:
Place:

Signature of authorized person
Full Name:
Seal :