

	<p align="center">REGIONAL OFFICE: ANDHRA PRADESH EMPLOYEES' STATE INSURANCE CORPORATION PANCHDEEP BHAWAN, ESIC ROAD, GUNADALA, VIJAYAWADA-520004 Ph.Nos. 0866-2453498; Fax No. 0866-2453490 Website: www.esicvijayawada.gov.in E-mail: rd-andhrapradesh@esic.in Toll Free No. 1800-425-0403</p>	
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RE - E-TENDER NOTICE FOR ARM OF ELECTRO-MECHANICAL SERVICES

E-Tenders in two bid systems through e-procurement solution are invited from the leading experienced firms/contractors registered with PWD/CPWD/PSUs and other Govt. undertakings and having experience in Annual Repairs & Maintenance (ARM) works of similar nature for **Annual Repairs, Maintenance and Operation of Electro-Mechanical Services** at Regional Office, ESIC, Vijayawada, ESIC Staff Quarters, Gunadala, Vijayawada and Branch Office, Autonagar, Vijayawada.

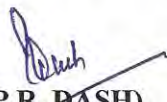
Nature of Work	Estimated cost of Tender (Rs.)	Earnest Money Deposit (Rs.)	Security Deposit (Rs.)	Last Date of receiving of sealed tender bids	Date of opening of Technical Bids	Date of opening of Financial Bids
Annual Repairs, Maintenance and Operation of Electro-Mechanical Service	30,05,938	60,500	1,50,300	13-12-2017 2.30 PM	13-12-2017 3.00 PM	13-12-2017 3.30 PM

The tender document can be downloaded from the websites www.esic.nic.in and <https://esictenders.eproc.in> from **14/11/17 to 13/12/17 till 12:00 noon**. Interested bidders have to submit the tender online at <https://esictenders.eproc.in> along with scanned copies of all the relevant certificates, documents etc., in support of their technical and financial bids - all duly signed. Further, all the physical copies of supporting documents shall also be required to be submitted by the bidders along with the tender document downloaded from the website complete in all respects and dropped in the tender box available at Regional Office, ESI Corporation, Gunadala, Vijayawada on or before **13/12/2017 by 02.30 pm**.

All bidders/contractors are required to procure class-IIIB Digital Signature Certificate (DSC) with Both DSC Components i.e., Signing & Encryption to participate in the e-tenders. Bidders are required to register themselves with C-1 India Pvt. Ltd., Gurgaon for participating in e-tender. Registration and payment details are available at Annexure-B of e-tender document.

The sealed tenders will be opened in the presence of the tenderers or their authorised representatives who may wish to be present. The Regional Director of Regional Office, ESI Corporation, Vijayawada reserves the right to accept or reject any/all Tenders without assigning any reason whatsoever.

Vijayawada,
13-11-2017


(P.R. DASH)
REGIONAL DIRECTOR

DETAILS OF THE PROJECT FOR WHICH TENDERS ARE INVITED ARE AS FOLLOWS:

Nature of facility : Regional Office, ESIC, Vijayawada
 Total Plinth area of : 8445 sqm

Total Area facility wise

Facility	Plinth area in Sqm
Regional Office, ESIC, Vijayawada	3421
ESIC Staff Quarters, Gunadala, Vijayawada	1789
Branch Office, ESIC, Autonagar, Vijayawada	3235

1. SCOPE OF SERVICES TO BE PROVIDED:

The agency will be responsible for Annual Repairs, Maintenance of following services and items of work available.

1. All electrical circuitry, panels, transformers, meters, electrical room, etc., should be maintained in optimum functional condition and the required preventive maintenance schedule should be followed meticulously. Electrical works including 11KV/440V Transformers, H.T, L.T Panels, relays, ACBs, VCBs, all lights, internal wiring of whole building including, signages, staircase lights, and all types of pump motors etc. It includes maintaining continuous electrical supply to all parts of the offices and Housing areas.
2. Operating and daily inspection of DG sets, Air-conditioning System, Lifts.
3. Operating pumps for water supply to Regional Office, Officers quarters and staff quarters.
4. Providing of Earthing for all installations and recording of their values quarterly.
5. Repairs and maintenance of RCCBs, MCCBs, MCBs, Switches, Sockets etc.
6. Recording and monitoring of Generators running hours.
7. Maintenance of all electrical fixtures at Regional Office, Staff Quarters and replacement whenever necessary.
8. Maintenance of lighting in Regional Office premises & Staff Quarters including common areas and replacement when necessary.

JOB RESPONSIBILITIES INCLUDE:

- Ensure overall health of all equipment.
- Ensure proper daily operation of system.
- Shut down at designated time.
- Any request for operating of equipment other than normal time to be entertained as per approved and agreed guidelines.
- Maintain complaint register, maintenance of records logbooks and Co-ordinate with Annual Maintenance Contract Agency for breakdowns, repair and servicing etc.
- Agency should have the all necessary tools, test meters and equipments while doing repair and maintenance work.
- Maintenance of all earth pits and lighting arrestors. Quarterly recording of earth pit values.

2. BID DOCUMENT:

The top of the envelope should contain the following superscription

“TENDER FOR ARM ELECTRO-MECHANICAL SERVICES OF ESIC, REGIONAL OFFICE, STAFF QUARTERS AND B.O AUTONAGAR, VIJAYAWADA”

Incomplete bids are liable for rejection. ESIC reserves the right to reject any tender without assigning any reason. Only one bid should be enclosed in one envelop

The tenderer /his authorised representative can be present on the same date and time at the opening of tenders if they wish so.

3. Pre Bid Meeting: A Pre bid meeting shall be held on 21/11/2017 at 11:00 AM at ESIC, RO, and Vijayawada to clarify issues connected with the tender. Prospective bidders are invited to attend.

4. For all practice purpose, the e-tender shall be considered for evaluation, however in case of any dispute, the physical documents would be scrutinized.

INSTRUCTIONS TO THE TENDERER

1. Sealed tenders under two envelope system in the prescribed formats are invited from eligible Tenderers for ANNUAL REPAIRS AND MAINTENANCE OF ESIC REGIONAL OFFICE, STAFF QUARTERS AND BRANCH OFFICE, AUTONAGAR, VIJAYAWADA in addition to mandatory online submission through e-procurement website of ESIC.
2. Earnest Money Deposit for an amount of **Rs. 60,500/- (Rupees Sixty Thousand Five Hundred Only)** in the form of an Account Payee Demand Draft, Banker's Cheque/ Pay Order drawn in favour of **ESIC Fund A/c No. 1** payable at Vijayawada issued by any Nationalized/ Commercial Bank.
3. Tender form shall be complete in all respects. Incomplete tenders or tenders without EMD shall be summarily rejected.
4. Last date of submission of tender is 13/12/2017 at 02.30 PM.
5. Date and time of opening of tender is 13/12/2017 at 03.00 PM.
6. Each and every page of the tender documents should bear the stamp and signature of the Tenderer/ his authorized representative. The tenderer shall also enclose the latest Income Tax Clearance Certificate and proof of GST/Works Contract Tax Registration where ever applicable.
7. The rates for each and every item shall be quoted in Figures and Words. In case of any discrepancy in rates, the rates written in words shall prevail.
8. The envelope containing tender document shall be sealed and bear the name of the work and the name and address of the tenderer.
9. The site for the work is available and can be seen on any working day during office hours by contacting the Junior Engineer (Electrical).
10. The competent Authority of ESIC, reserves the right to accept or reject any tender or all tenders without assigning any reason thereof.
11. Conditional tenders are liable to be rejected.
12. The Tender for the work shall remain open for acceptance for a period of 60 days from the date of opening of Tender.
13. Period of contract may be extended for further period as per exigencies, subject to satisfactory performance, on the same terms and conditions.
14. The EMD of unsuccessful tenderers shall be refunded within one month after the award of work to the successful tenderer. The EMD paid by the successful tenderer may be retained by the employer as security for the due fulfilment of the Contract.
15. Rates quoted shall be firm and fixed and are inclusive of cost of manpower, material, (indicated in Financial bid) machinery, tools and plant etc. All taxes, insurance etc (as per actual). No escalation of what so ever nature shall be payable. The agency has to employ adult and skilled / trained workers only.
16. The agency to ensure timely payment of all statutory dues like ESI, EPF etc. and ensure compensation as per payment of Wages Act, Minimum Wages Act etc. Payment of wages to the Workers shall be made only through bank transactions and proof thereof to be submitted along with the bill for next month. Payment of wages to the staff of the contractor shall not be linked to clearance of bills by ESIC.

17. The financial bid & technical bid received without the signature of authorized person will not be entertained and will be rejected summarily.
18. The cost of small & usual items like cement, nuts bolts, switches, electrical work requiring use of small size of electric wire, greasing, oiling, stoppers etc., will be borne by the contractor.
19. The cost of other items like electric tube lights, glass, washbasins, taps etc., may be claimed from ESIC while producing certified bills. The bills in this connection must be certified by the authorized officer of the ESIC. The payment for cost of material/electrical items use by the contractor may be claimed along with the monthly bills for the items not covered in the tender document.

Eligibility Criteria

1. **Turnover:** Average annual financial turn over on construction works should be at least 100% of the estimated cost during the immediate last 3 consecutive financial years. Copies of the following documents should be submitted along with the Technical Bid.
 - a) Audited Balance Sheet, Profit & Loss a/c or Income and Expenditure statement of last three years i.e. 2013-14, 2014-15 & 2015-16.
 - b) GST Registration/certificate should be submitted.
 - c) Copy of Registration/license under Contractual Labour (R&A) Act, ESI, EPF and other statutory law required for providing maintenance services.
 - d) Photo copy of the PAN Card and TIN Number should be submitted.
2. **The Tenderer should have Registered / Branch Office in Vijayawada.**
3. Contractor must necessarily have ESI/EPF code numbers and must be Complying ESI/ EPF at least for 3 years.
4. The Tenderer should have the following experience during last three years:
 - a) Three similar completed works, each costing not less than the amount equal to 40% of estimated cost put to tender.
(Or)
 - b) Two similar completed works, each costing not less than the amount equal to 60% of the estimated cost put to tender.
(Or)
 - c) One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost put to tender.
5. The tenderer has to submit satisfactory performance certificates from Govt/PSU/Statutory /Autonomous State/Central bodies/Bank/Local bodies where he has worked during last two years (Bank Statement will not be accepted).

Submission of Bids:

Proposals should be submitted in two separate envelopes namely, 'Technical Bid' (Envelope-1) and 'Financial Bid' (Envelope-2) **in addition to mandatory online submission through e-procurement portal of ESIC.**

The Technical bid (Format-I to Format-V), along with General Conditions of Contract, Particular Conditions of Contract and other enclosures along with the specified EMD amount by way of DD/Bankers Cheque should be kept in a sealed envelope marked “ TECHNICAL BID for ARM (ELECTRO-MECHANICAL SERVICES) of ESIC, RO, STAFF QUARTERS AND BO AUTONAGAR, VIJAYAWADA (Envelope-I)”.

The Financial Bid (Format-I, II & III) along with other enclosures should be kept in a sealed envelope marked as “FINANCIAL BID FOR ARM (ELECTRO MECHANICAL SERVICES) of ESIC, RO, STAFF QUARTERS AND BO AUTONAGAR, VIJAYAWADA (Envelope-2)”.

The technical and financial bids duly sealed in separate envelopes must be kept inside a single third envelope and clearly super scribed as “ARM (ELECTRO-MECHANICAL SERVICES) of ESIC, RO, STAFF QUARTERS AND BO AUTONAGAR, VIJAYAWADA. EMD should be enclosed in Technical Bid (Part-A) i.e., Envelope-I. Bids received without EMD inside Envelope-1 will be summarily rejected.

Evaluation of Technical Bids:

Bids received and found valid will be evaluated by the ESIC to ascertain the best-evaluated bid for the complete work under the specifications and documents. The tenderer should take care to submit all the information sought by the ESIC in prescribed formats.

- a. Firm’s relevant experience and strength – Profile of agency, registration details, Experience of similar works, annual turnover, total manpower employed.
- b. Qualification/related experience.

Financial Bid:

The financial bid of the tenderers, whose technical bid is found to be suitable, will be opened in the presence of the tenderers, who choose to attend the opening of financial bid.

Award of Work:

The selection of the agency will be at the sole discretion of the ESIC which reserves its right to accept or reject any or all the proposals without assigning any reason. The contract for the work shall be awarded to the qualified responsive tenderer who has quoted lowest. Upon evaluation of offers the notification on award of contract will be intimated to the successful tenderer.

Duly filled tender document shall be dropped in the Tender Box kept at **Reception, Ground Floor** in the office of ESIC at the following address **in addition to online submission through e-procurement portal of ESIC:**

**REGIONAL OFFICE : ANDHRA PRADESH
EMPLOYEES’ STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, ESIC ROAD
GUNADALA, VIJAYAWADA – 520 004**

Delayed/Late tenders for whatever reason will be rejected summarily.

TECHNICAL BID (PART-A)**FORMAT- I****BRIEF DESCRIPTION OF THE FIRM**

1	NAME OF TENDERING COMPANY/FIRM	
2	NAME OF OWNER /PARTNERS / DIRECTORS	
3	FULL PARTICULARS OF OFFICE	
	ADDRESS	
	TELEPHONE NO MOBILE NO	
	FAX NO	
	E-MAIL ADDRESS	
4	REGISTRATION DETAILS :	
	PAN / GIR NO.	
	GST REGISTRATION NO.	
	LICENSE ISSUED BY LICENSING BOARD CENTRAL/STATE GOVT NOT LESS THAN 11 KV ELECTRICAL REGISTRATION CERTIFICATE ETC. CLASS I/II/III	
	ESI CODE NO E.P.F REGISTATION NO.	
5	DETAIL OF EARNEST MONEY DEPOSIT	
	AMOUNT (RS).	
	D.D. / P.O. NO.AND DATE	
	DRAWN ON BANK	
	VALID UPTO	

SIGNATURE OF AUTHORISED OFFICER

SIGNATURE OF CONTRACTOR

TECHNICAL BID (PART-A)FORMAT- IIEXPERIENCE OF MAN POWER

(Experience in relevant works of completed during last three years and on-going works).

S.No	Fields	Man power with more than 10 year Experience	Man power with 5 to 10 years Experience	Man power with less than 5 years Experience
1	Annual repair works(Electro Mechanical)			
2	Maintenance of Electro Mechanical works			

NOTE :

Provide documents in support of the details provided in the above format failing which the authenticity of the information may not be accepted

TECHNICAL BID (PART-A)**FORMAT-III****EXPERIENCE OF CONTRACTOR**

(Experience in relevant works of completed during last three years and ongoing works).

S.No.	NAME & ADDRESS OF THE ORGANISATION	VALUE OF CONTRACT	DURATION OF CONTRACT	
			FROM	TO

NOTE:

Supporting documents like certificates from the client in support of each of the above projects to be furnished.

SGNATURE OF AUTHORISED OFFICER

SIGNATURE OF CONTRACTOR

TECHNICAL BID (PART-A)**FORMAT-IV****TOTAL MANPOWER DEPLOYMENT SCHEDULE**

S.No.	Category	Qualification	Experience
1	Electrician (Skilled)		
2	Helper(Unskilled)		

Note:

1. Only licenced/certified electricians/operators shall be deployed. Preferably the other skilled worker deployed shall be licenced/certified. Licence of electricians to be enclosed. Other certificates of technical qualification also be enclosed.
2. No experience is required for unskilled.

GENERAL CONDITIONS OF CONTRACT

1. The persons deployed by the Contractor should be properly trained, have requisite experience and skills for carrying out the work assigned to him.
2. The Contractor should ensure the Health and safety measures of the employees.
3. The Contractor must employ adult and skilled labour only. Employment of child labour will lead to the termination of the contract. The Contractor shall engage only such workers, whose antecedents have been thoroughly verified, including character and police verification and other formalities. The Contractor shall be fully responsible for the conduct of his staff.
4. The Contractor at all times should indemnify ESIC against all claims, damages or compensation under the provisions of Payment of Wages Act, 1936; Minimum Wages Act, 1948; Employer's Liability Act, 1938; the Workmen Compensation Act, 1923; Industrial Disputes Act, 1947; Maternity Benefit Act, 1961; Andhra Pradesh Shops and Establishment Act, EPF and MP Act or any modification thereof or any other law relating thereto and rules made hereunder from time to time. ESIC will not own any responsibility in this regard.
5. In case of breach of any terms and conditions attached to the contract, the Performance Security Deposit of the Contractor will be liable to be forfeited by ESIC besides annulment of the contract.
6. The staff shall be in proper uniform as approved by ESIC and with their identity properly displayed.
7. ESIC will provide space for a store room to the Contractor in the premises. The store keeper / supervisor deployed by the contractor will store all their materials & equipments in the store room and maintain a computerized record of the store items which shall be open to inspection by authorized official of ESIC during working hours.
8. The contract shall initially be for a period of one year and may be extended further for a period of one year or more in case of exigencies subject to satisfactory performance, on the same terms and conditions. The rates quoted by the bidder shall remain unchanged during the period of contract. ESIC, however, reserves the right to terminate the contract by serving one month notice, in writing. The contract may be terminated with mutual consent by giving one month notice.
9. **Engineer's Duties and Authority:**
The Engineer shall carry out the duties specified in the Contract.
10. **Custody and Supply of Drawings and Documents:**
The drawings shall remain in the sole custody of the Employer/Engineer, but copies as required thereof shall be provided to the Contractor free solely for the purpose of this contract
11. **Sufficiency of Tender:**
The Contractor shall be deemed to have based his Tender on the Data made available by the Employer and on his own inspection and examination of the site conditions.
12. **Contractor's Employees:**
The Contractor shall provide on the Site qualified and experienced technical staff in connection with the execution of the Works and the remedying of any defects therein.
13. **Engineer at Liberty to Object:**
The Engineer shall be at liberty to object to and require the Contractor to remove forthwith from the Works any person provided by the Contractor who, in the opinion of the Engineer, misconducts himself, or is incompetent or negligent in the proper performance of his duties, or whose presence on Site is otherwise considered by the Engineer to be undesirable, and such person shall not be again allowed upon the Works without the consent of the Engineer. Any person so removed from the Works shall be replaced as soon as possible by a qualified person approved by the Engineer.

14. Safety, Security and Protection of the Environment.

The Contractor shall, throughout the execution and completion of the works and the remedying of any defects therein:

Have full regard for the safety of all persons entitled to be upon the Site and keep the Site (So far as the same is under his control) and the Works (so far as the same are not completed or occupied by the Employer) in an orderly state appropriate to the avoidance of danger to such persons, and

Provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer or by any duly constituted authority for the protection of the Works or for the safety and convenience of the public or others, and

Take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of Repair.

Insurance of work by the Contractor for his liability

- a) During the execution of the work for loss or damage to property and life arising from a cause for which contractor is responsible.
- b) For loss or damage occasioned by the Contractor in the Course of any Repairs carried out by him for the purpose of complying with his obligations.

It shall be the responsibility of contractor to notify the Insurance Company of any change in the nature and extent of the works and to ensure the adequacy of the Insurance cover at all times during the period of contract.

15. Damage to Persons and Property

The Contractor shall, except if and so far as the Contract provides otherwise, indemnify the Employer against all losses and claims in respect of:

- a) death of or injury to any person, or
- b) loss or damage to any property (other than the works), which may arise out of or in consequence of the execution of the Works and the remedying of any defects therein, and against all claims, proceedings, damages, costs, charges and expenses what so ever in respect thereof.

16. Accident or injury to Workmen

ESIC shall not be liable for or in respect of any damages or compensation payable to any workman for death or injury resulting from any act or default of the contractor. The Contractor shall indemnify and keep indemnified the Employer against all such damages and compensation and expenses whatsoever in respect thereof or in relation thereto.

17. Evidence and Terms of Insurance

The Contractor shall take out appropriate insurance to cover his work and workers and staff Employed by him fully. The Contractor shall provide evidence to ESIC as soon as practicable after the respective insurance have been taken out but in any case prior to the start of work at the site that insurance required under the Contract have been effected.

18. Compliance with Statutes, Regulations etc

The Contractor shall confirm in all respects, including by the giving of all notices and the paying of all fees, with the provision of :

- a) Any National or State Statute, Ordinance, or other Law, or any regulation, or bye-law of any local or other duly constituted authority in relation to the execution and completion of the Works and the remedying of any defects therein, and
- b) The rules and regulations of all public bodies and companies whose property or rights are affected or may be affected in any way by the Works, and the Contractor shall keep the Employer indemnified against all penalties and liability of every kind for breach of any such provision.

19. Time for Completion.

The work shall start from the date of issue of letter of commencement and shall be completed in all respects within a reasonable time.

20. Extension of Time for Completion

The time for completion of the work may be suitably extended on the written request of the Contractor for any delays caused for reasons beyond the control of Contractor as may be assessed by the Employer.

21. Defect Identification and its rectifications.

The Contractor shall immediately attend the defects noticed at the Regional Office, Staff Quarters and Branch Office, Autonagar. The Contractor shall provide and develop a system for regular defects-identification and immediate rectification.

If defect is very critical , it shall be rectified within 24 hours.

If defect is critical , it shall be rectified within 2-3 days

If defect is normal , it shall be rectified within 1 week.

Defect Liability period shall be 12 months from the date of completion of the work. The Contractor shall rectify at his own expenses any defect in the work carried out by him during this period. On failure of the contractor to do so, the same shall be completed by the employer at the risk and cost of the contractor.

22. Liquidated Damages for Delay

If the Contractor fails to complete the work or to rectify any defect in due course of time and if in the opinion of ESIC, delay is on the part of the Contractor, the employer can impose liquidated damages on the contractor @ 1.25% of the total value of the work per week of delay subject to a maximum of 5% of the total value

23. Contractor's Failure to carry out instructions.

In case of default on the part of the Contractor in carrying out defect rectification works, ESIC shall be entitled to employ and pay other persons to carry out the same and if such work, in the opinion of the ESIC, the Contractor was liable to do at his own cost under the Contract, then all costs consequent thereon or incidental thereto shall be determined by the Engineer and shall be recoverable from the Contractor by the Employer, and may be deducted by the Employer from any monies due or to become due to the Contractor.

24. Instructions for Variations

- a) Quantities given in the BOQ are estimated quantities. The quantity of any particular item may vary to any extent. Variation in quantity in particular items or overall cost, does not entitle contractor to claim any extra cost.
- b) The Contractor is bound to execute all contingent and supplemental items of work. The rates for such items shall be worked out based on latest CPWD Manual, latest Delhi Schedule of Rates (DSR) or latest Andhra pradesh SSR.
- c) If the Item is not available in Material Schedules, Market Rate will be allowed after verifying from DGS&D(GeM), Rate Contract, DSR-2016 and latest Andhra pradesh SSR.

25. MEASUREMENT:

a) Works to be measured for BOQ/Schedule items

The Engineer shall determine by measurement of the value of actual work done in accordance with the Contract and the Contractor shall be paid proportionately. Part rate shall be made for any part of BOQ items not fully executed. Engineer shall be at liberty to decide the break up of Lumpsum items and to decide the part rate for any particular item.

b) Method of Measurement

The works shall be measured net, notwithstanding any general or local custom, except where otherwise provided in the Contract.

26. CERTIFICATES AND PAYMENTS:

The Contractor shall submit a bill in 3 copies to the ESIC within 7days of completion of the work along with all relevant details and measurements.

The bill must be supported with the following documents:

- a. Attendance sheets along with salary certificates, wages sheets of all the workers and staffs deployed.
- b. Certified bills of materials purchased under different heads.
- c. Details of defects/complaints attended and rectified within time.
- d. Wages of workers were credited to their Bank account on (date).
- e. ESI Contribution relating to work amounting to Rs.....was deposited on (date) (copy of Challan enclosed)
- f. EPF Contribution relating to work amounting to Rs.....was deposited on (date) (copy of Challan enclosed)
- g. Challan enclosed)

27. Deduction of Income Tax

The amount to be deducted towards the advance income tax shall be at the rate applicable.

28. Deduction of Labour Cess:

Labour Cess at applicable rates shall be deducted from the Contractor's Bills.

29. Performance Guarantee

The successful tenderer, hereafter referred to as the contractor, shall deposit an amount equal to 5% of the tendered and accepted value of the work (without limit) as performance guarantee in one of the following forms:

Banker's Cheque/Demand Draft/Pay Order of a Scheduled Bank.

30. Security Deposit

- a. The security deposit shall be collected by deductions from the running bills of the contractors at the rate mentioned below, and the earnest money that is deposited at the time of tender, shall be treated as part of the security deposit. The security deposit can also be accepted in cash or in the form of Government Securities, Fixed Deposit Receipts etc.
- b. A sum of 5% of the gross amount of the bill shall be deducted from each running bill of the contractor, till the sum along with the sum already deposited as earnest money amounts to security deposit @ 5% of the tendered amount of the work. Such deductions shall be made unless the Contractor has deposited the Security Deposit amount. The deposit shall be made at the rate mentioned in cash of Government securities or Fixed Deposit Receipts. This is in addition to performance guarantee that the contractor is required to deposit as per para 29.

31. Correction of Certificates

The Engineer may by any interim Payment certificate make any correction or modification in any previous interim payment certificate which has been issued by him, and shall have authority to omit or reduce the value of such work in any interim payment certificate.

32. Final Certificate

Within 28 days after receipt of the Final Statement, and the written discharge, the Engineer shall issue to the employer (with a copy to the Contractor) a Final Certificate stating:

The amount which, in the opinion of the Engineer, is finally due under the contract and after giving credit to the Employer for all amounts previously paid by the Employer and for all sums to which the Employer is entitled under the Contract.

33. Default of Contractor

If the performance of the Contractor is not satisfactory and not corrected within 15 days of receiving notice, then employer shall be at liberty to terminate the contract and get the work executed through other means at the risk and cost of the Contractor.

In the event of termination of the contract, ESIC shall be at liberty to get balance work done at the risk and cost of the contractor and due payment of the contractor, if any, shall be released after the completion of whole of the works.

34. Amicable Settlement of Dispute.

The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or the interpretation thereof.

35. Arbitration

Any dispute and differences relating to the meaning of the Specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or of materials used in the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions or these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof in respect of which Amicable settlement has not been reached, shall be referred to the Sole Arbitration of the Chief Engineer, ESIC, New Delhi, who shall proceed as per the Arbitration Act, 1996.

The work under the Contract shall continue, during the Arbitration proceedings.

The award of the Arbitrator shall be final, conclusive and binding on both the parties.

36. Risk Clause:

The Contractor shall at all times have standby arrangements for carrying out the work under the Contract in case of any failure of the existing arrangement. ESIC reserve the right for termination of the contract at any time by giving one month written notice, if the services are found unsatisfactory and also has the right to award the contract to any other selected tenderers at the cost, risk and responsibilities of Contractor and excess expenditure incurred on account of this will be recovered from the Contractor's Security Deposit or pending bill or by raising a separate claim. Contractor and its staff shall take proper and reasonable precautions to preserve from loss, destructions, waste or misuse the areas of responsibility given to them and shall not knowingly lend to any person or company any of the effects or assets of the ESIC under its control. In the event of loss/damage of equipments etc. at the premises of the ESIC due to negligence/carelessness of Contractor staff, then the Contractor shall compensate the loss to ESIC.

The Contractor will also maintain a suggestion book for comments on the services rendered by him. The Contractor shall, in performing his part of this Agreement, ensure the safety of the building and the persons working in or visiting the office premises and shall indemnify ESIC for any loss or damage caused by any act of the Contractor or its employees or staff etc. The Contractor shall not assign or sublet this Agreement or any part thereof to any third party without the approval of competent authority. However, he may use the services of associates for providing the services in which case the Contractor shall be responsible for the performance and all acts of the associates as though they were his own. In every case the Contractor shall make alternative arrangements for meeting his contractual responsibilities in case of failure of the Associate. Measure of success will be based on the feedback from External Customers and staff which will be recorded and action report needs to be submitted every month by the Contractor. Licenses if any required for repair & maintenance services at the site will be procured by the Contractor.

PARTICULAR CONDITIONS OF CONTRACT

1. CPWD specifications shall be followed. Where not available, BIS/Engineering practices directed by the Engineer shall be followed.
2. Prescribed Formats of Contract Agreement is Enclosed.
3. As the work will have to be carried out in building and area in use, the contractor shall ensure:-
 - a) That the normal functioning of ESIC activity is not affected as far as possible.
 - b) That the work is carried out in an orderly manner without noise and obstruction to flow of traffic.
 - c) That all rubbish etc is disposed off at the earliest and the place is left clean and orderly at the end of each day's work.
4. The Contractor shall ensure that his staff (workmen, supervisors etc.,) are qualified and licensed for their part of work. He shall be responsible for their conduct. The staff should behave in a courteous manner. The Contractor shall be held responsible for any loss or damage to ESIC property.
5. The Contractor shall ensure safety of his workers and others at site of work and shall be responsible for any consequence arising out of execution of the Work.
6. When instructed to do so, the contractor shall ensure proper record keeping and storing of irreparable/dismantled material.
7. Water and electricity shall be made available free of cost at nearby source of work. The contractor has to make his own arrangement for use of the same including drawing temporary lines etc. The responsibility for following relevant rules, regulations and laws in this regard shall be entirely that of the contractor.
8. The materials shall be got approved prior to its use for ARM from the Engineer In-charge of the ESIC. The material shall be in original packing from the manufacturer clearly indicating manufacturing date, expiry date & price etc. Any item found defective should be replaced free of cost
9. The worker should be issued identity cards after getting due verification. Uniform should be worn by the worker having monogram of the firm.
10. Contractor will ensure that the payment to the worker is being made in accordance with the minimum wages circulated by the Central Government from time to time and conditions made in this tender document.
11. All tools & tackles, plants, machineries, equipments and materials to carry out the ARM work at site shall have to be provided by the contractor at his/her own cost.

COMPLAINT REGISTRATION FORM

Date

Time

Nature of Complaints

Complainants

Signature

Complaint attended

Date

Time

From

To

Certified that the complaint has been satisfactorily attended

Contractor

Complainant

Date

To be submitted along with running bills

ENCLOSURE-II**MAINTENANCE COMPLAINT REGISTER**

S.No.	Date and Time	Complainant	Nature of complaint	Complaint attended Date and Time	Remarks	Signature of Contractor

SIGNATURE OF AUTHORISED OFFICER

SIGNATURE OF CONTRACTOR

CONTRACT AGREEMENT

(Indicative Only)

This CONTRACT (hereinafter called the “Contract”) is made theday of the month of2017 between ESIC, REGIONAL OFFICE,VIJAYAWADA on the one hand (hereinafter called the Employer) and on the other hand _____ (hereinafter called the Contractor)

Whereas

- a. The Employer has accepted the offer of the Contractor to provide certain services for Annual Repairs, Maintenance (Electro Mechanical Works) of ESIC REGIONAL OFFICE,STAFF QUARTERS AND BRANCH OFFICE,AUTONAGAR,VIJAYAWADA.
- b. The Contractor, having represented to the Employer that they have the required professional skills, personnel and technical resources, have agreed to execute the works on the terms and conditions set forth in this Contract Agreement.

Now therefore the parties hereto hereby agree as follows:

1.0 The following documents attached hereto shall be deemed to form an integral part of this contract:

1.	Notice Inviting Tender & Instructions to Tenderers
2.	General Conditions of Contract
3.	Particular conditions of Contract along with Annexure A

2.0 The mutual rights and obligations of the Employer and the Contractor shall be as set forth in the contract, in particular

- a. The contractor shall execute the work in accordance with the provisions of the contract; and
- b. The Employer shall make payments to the contractor in accordance with the provisions of the contract.

In witness whereof, the parties hereto have caused this contract to be signed in their respective names as of the day and year first above written.

FOR AND ON BEHALF OF EMPLOYER
REGIONAL DIRECTOR,
ESIC, RO, VIJAYAWADA-520004

FOR AND ON BEHALF OF
(CONTRACTOR)

ANNEXURE-'A'**CHECK LIST OF THE DOCUMENTS TO BE SUBMITTED WITH THE TENDER**

Confirm the enclosure of all the below listed documents without which tenderer may not be eligible to participate in the tender.

S.No	Item	Confirm (Yes/No)
1	EMD	
2	Tender form with complete Technical bid and Financial bid, with all pages serially numbered , signed and stamped on each page	
3	Audited Balance sheet of last Three years with details of annual turnover , profit/loss account etc.	
4	Income tax statement of last three years with income tax clearance certificate.	
5	Attested Photo copy of PAN Card	
6	GST registration certificate & Service tax certificate with details of the last payment	
7	Registration certificate under central labour law authorities. Copy of valid labour license	
8	Minimum wages payment certificate from Labour & Employment Office.	
9	Documents in support of contracts fulfilled in last 2 years along with their values in support of the experience and financial credibility.	
10	Documents in support of contracts fulfilled in last 3 years along with their values in support of the experience and financial credibility. (Work order copies/completion certificate copies as per eligibility criteria)	
11	Satisfactory completion of contract certificate from previous organizations.	
12	ESI Registration Certificate copy	
13	EPF Registration Certificate copy	

Signature of Authorized Person

Date :

Full name:

Place :

Company's seal:

FINANCIAL BID (PART-B)**FORMAT-I**

Name of the work: Annual Repair and Maintenance (Electro Mechanical Services) at Regional Office, ESIC, Vijayawada, ESIC Staff Quarters, Gunadala, Vijayawada and Branch Office, Autonagar, Vijayawada.

Man power Charges (A)

S.No	Description	X	Y
		Electrician (4 No.) Skilled	Helper (1 No) Un skilled
1	Wages per Month/Man power		
2	Leave wages/weekly off etc.		
3	Sub-Total(1+2)		
4	ESI @ 4.75% on S.No. 3		
5	EPF @ 13.15% on Sr. No 3		
6	Total per month (S.No 3 to 5)		

Total Man Power charges per month (X+Y of S.No.6) = Rs. _____

Service Charges (B)

Description	In terms of Percentage per month on total amount (S.No.6)	Equivalent amount (Rs.) per month
Service Charge		

Grand Total per Year:

[Total Man Power charges per month (A) + Service charge per month (B)] X 12 = Rs. _____

NOTE:

- In addition to the above staff, Carpenter/ Mason shall be supplied by the tenderer on call basis and the wages for the same shall be paid as per existing norms of Central Labour wages.
- Manpower requirement may be increased or decreased as per requirement during the contract period on the same terms & conditions on the request of the competent authority.
- Please see the attached break-up of wages. The said wages structure is indicative only. Bidders are responsible for quoting rates as per statutory requirements.
- The above rates are inclusive of all taxes, levies including ESI contribution, EPF etc. but excluding only tax which shall be reimbursed on actual on production of documentary evidence.
- Bids lesser than minimum wages / statutory obligations will be summarily rejected.
- The rate must be quoted in Indian currency only.
- In case any worker absence from the duty, the reliever of equal status shall be provided by the contractor from their existing pool of man power.
- Man power Attendance Register is to be maintained.
- The cost of maintaining the office and maintaining the required registers is included in the contract and the cost thereof is covered in the rate mentioned in the Financial Bid.
- Registration certificates under contract Labour (R& A) Act, 1970 with Central Labour Law Authorities as applicable to ESIC.
- Labour license for applicability of Minimum Wages Act, 1948. Minimum wages certificate from Labour Commissioner should be submitted.
- GST shall be reimbursed on actual basis on production of documentary evidence. GST may not be included in the bid.
- Month means 26 days.

SGNATURE OF AUTHORISED OFFICER

SIGNATURE OF CONTRACTOR

FINANCIAL BID (PART-B)**FORMAT-II****SCHEDULE FOR SUPPLY OF MATERIAL AND WORKS**

S. No	Code No. DSR-2016	Description	Unit	Rate	Qty	Amount
1	1101	1.5 sq.mm ISI marked,FR PVC insulated, single core copper conductor cable	meter		450	
2	1102	2.5 sq.mm ISI marked,FR PVC insulated, single core copper conductor cable	meter		450	
3	1103	4.0 sq.mm ISI marked,FR PVC insulated, single core copper conductor cable	meter		90	
4	1104	6.0 sq.mm ISI marked,FR PVC insulated, single core copper conductor cable	meter		90	
5	1105	10 sq.mm ISI marked,FR PVC insulated, single core copper conductor cable	meter		90	
6	1225	25 mm dia ISI marked,PVC conduit	meter		100	
7	1226	32 mm dia ISI marked,PVC conduit	meter		100	
8	1227	40 mm dia ISI marked,PVC conduit	meter		50	
9	1228	50 mm dia ISI marked,PVC conduit	meter		50	
10	1230	25 mm PVC bends	each		50	
11	1231	32 mm PVC bends	each		50	
12	1232	40 mm PVC bends	each		10	
13	1233	50 mm PVC bends	each		10	
14	1239	20 mm PVC junction box, one way	each		10	
15	1240	20 mm PVC junction box, two way	each		10	
16	1241	75 mm X 75 mm X 50 mm PVCC box	each		10	
17	1300	modular GI box for 2 module	each		10	
18	1301	modular GI box for 3 module	each		50	
19	1302	modular GI box for 4 module	each		20	
20	1303	modular GI box for 6 module	each		20	
21	1304	modular GI box for 8 module	each		30	
22	1305	modular GI box for 12 module	each		5	
23	1401	Ceiling rose, 3 pin, 5amp ISIS marked	each		50	
24	1402	S..P 5/6 amps, one way modular switch ISI marked	each		250	
25	1403	S..P 5/6 amps, two way modular switch ISI marked	each		100	
26	1404	S.P 15/16 amps, one way modular switch ISI marked	each		50	
27	1405	3 pin 5/6 amps modular socket outlet, ISI marked	each		200	
28	1406	6 pin 15/16 amps modular socket outlet, ISI marked	each		50	
29	1407	Modular bell push, ISI marked	each		15	
30	1408	stepped type modular fan regular (2 module)	each		50	
31	1409	Telephone socket outlet modular type	each		50	
32	1410	T.V Socket outlet modular type	each		15	
33	1421	Modular base & cover plate for 2 module	each		20	
34	1422	Modular base & cover plate for 3 module	each		50	

SIGNATURE OF AUTHORISED OFFICER

SIGNATURE OF CONTRACTOR

35	1423	Modular base & cover plate for 4 module	each		50	
36	1424	Modular base & cover plate for 6 module	each		50	
37	1425	Modular base & cover plate for 8 module	each		50	
38	1426	Modular base & cover plate for 12 module	each		15	
39	1443	brass bracket holder	each		100	
40	1444	Call bell/buzzer , single phase	each		20	
41	1706	6 amps to 32 amps , ratings ,SP MCB , "C" curve,10kA breaking capacity	each		50	
42	1707	7 amps to 32 amps , ratings ,SPN MCB , "C" curve,10kA breaking capacity	each		5	
43	1708	8 amps to 32 amps , ratings ,DP MCB , "C" curve,10kA breaking capacity	each		5	
44	1709	9 amps to 32 amps , ratings ,TP MCB , "C" curve,10kA breaking capacity	each		5	
45	1710	10 amps to 32 amps , ratings ,TPN MCB , "C" curve,10kA breaking capacity	each		5	
46	1719	63 amps rating, 2 pole RCCB, 100mA/300mA	each		10	
47	1735	2+4 way, SPN, single door, MCB DB	each		1	
48	1760	4 WAY (4+12),VTPN MCB DB,DOUBLE DOOR	each		1	
49	1761	8 WAY (4+24),VTPN MCB DB,DOUBLE DOOR	each		2	
50	2904	8 SWG copper wire (4.0 mm dia)	kg		5	
51	2943	Salt	kg		500	
52	2.2	Providing and fixing following rating and breaking capacity MCCB in existing cubicle panel board including drilling holes in cubicle panel, making connection, etc as required	Electrical Tool kit & box spanners kit			
	2.2.1	100 amp, 16kA	each		2	
	2.2.2	125 amp, 16kA	each		2	
	2.2.7	250 amp, 35kA	each		2	
	2.2.8	315 amp, 35kA/400 amp 35kVA	each		1	
53	7.1	Laying of one number PVC insulated and PVC sheathed /XLPE power cable of 11 kV grade of following size direct in ground including excavation ,sand cushioning, protective covering and refilling the trench etc. As required				
	7.1.2	above 35 sq.mm and upto 95 sq.mm	meter		10	
54	7.5	Laying of one number PVC insulated and PVC sheathed /XLPE power cable of 11 kV grade of following size in the existing RCC/HUME metal pipe as required				
	7.5.2	above 35 sq.mm and upto 95 sq.mm	meter		10	
55	7.8	Laying of one number PVC insulated and PVC sheathed /XLPE power cable of 11 kV grade of following size on cable tray as required				
	7.8.1	above 35 sq.mm and upto 95 sq.mm	meter		10	
56	7.9	supplying and making cable route marker with cement concrete 1:2:4 (cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size) of size 60 cm X 60 cm at bottom and 50 cm X 50 cm at the top with thickness of 10 cm including inscription duly engraved as required	each		10	

57	8.1	Laying of one number PVC insulated and PVC sheathed/XLPE power cable of 11kV grade of following size direct in ground including excavation, sand cushioning, protective covering and refilling the trench etc.as required				
	8.1.1	up to 120 sq.mm	meter		10	

S. No	SSR 16-17	Item	Unit	Rate	Qty	Amount
1	1.5.29	Supply of PVC insulated 4 core 2.5 Sqmm sheathed flexible copper cable for voltage up to 1100V as per IS 694/1990. Makes: Finolex / RR Kable / APAR E-beam.	100Rm		5	
2	1.5.30	Supply of PVC insulated 4 core 4.0 Sqmm sheathed flexible copper cable for voltage up to 1100V as per IS 694/1990. Makes: Finolex / RR Kable / APAR E-beam	100Rm		2	
3	2.12.2 2	Supply of 4way TPN DB horizontal with IP43 Protection as per IS:13032 suitable for 24 nos S.Pout goings and for 1 no 4 pole incomer etc.make: Legrand/Schneider	each		1	
4	2.12.2 3	Supply of 8way TPN DB horizontal with IP43 Protection as per IS:13032 suitable for 24 nos S.Pout goings and for 1 no 4 pole incomer etc.make: Legrand/Schneider	each		1	
5	2.8.41	supply and fixing of 250A TPN 36KA DPX250-ER MCCB for tap off boxes for power supply make: Legrand /L&T/Seimens/Schiender/GE	each		3	
6	2.9.16	Supply of 40-63A 10KA FP MCB,C/D Curve ISI mark Make:Siemens/G.E/ABB/Standard/Havells/HPL/Hager /Indo Asian/C&S	each		30	
7	3.6.1	Supply of 1X36/40w box type Tube light luminaire power coated CRCA sheet steel housing with electronic ballast choke and all standard accessories make: wipro/G.E/phillips/Crompton/Bajaj	each		10	
8	3.6.10	Supply of 18w VPIT Ballast for CFL with ISI Mark, Make: wipro/G.E/Phillips/Crompton/bajaj/havella/Anchor	each		85	
9	3.6.22	Supply of 36/40w VPIT Ballast Make: wipro/G.E/Phillips/Crompton/bajaj/havella/Anchor	each		100	
10	3.6.25	Supply of 40w starter Make: wipro/G.E/Phillips/Crompton/Bajaj	each		20	
11	3.6.28	Supply of Rotor holder Make: wipro/G.E/Phillips/Crompton/Bajaj	each		20	
12	3.6.33	Supply of 36w Electronic Ballast with THD is less than 10% for FTL Makes:Wipro/G.E/Phillips?Crompton/Bajaj	each		100	
13	3.6.7	Supply of 9/13w VPIT Ballast for CFL with ISI mark Make: wipro/G.E/Phillips/Crompton/bajaj/havella/Anchor	each		15	
14	3.7.10	Supply of 28 WATT T5 Fluorescent tube make:Crompton/Bajaj/Phillips/Surya/Havells/Anchor	each		50	
15	3.7.13	Supply of 11w pin type CFL Lamp Make: wipro/G.E/Phillips/Crompton/bajaj/havella/Anchor	each		50	

16	3.7.17	Supply of 18w pin type CFL Lamp Make: wipro/G.E/Phillips/Crompton/bajaj/havella/Anchor	each		165	
17	3.7.22	Supply of 36w pin type CFL Lamp Make: wipro/G.E/Phillips/Crompton/bajaj/havella/Anchor	each		250	
18	3.7.23	Supply of upto 5w Retrofit tiny CFL make:Crompton/Bajaj/Phillips/Surya/Havells/Anchor	each		8	
19	3.7.27	Supply of up to 10/11w Retrofit tiny CFL Make: Wipro/G.E/Phillips/Crompton/Baja/Havella/Anchor	each		15	
20	3.9.22	Supply and trasportation of 45w LED street light Luminaire made of pressure diecast alluminiumm body with powder coated ,having protective glass, 120-270v AC supply. Luminaire Make: phillips/Osram/Schreder/GE/Vin/Crompton/Bajaj/Halox/Havells . LED Make: phillips/cree/nichia/osram/samsung/LG	each		25	
21	3.9.23	Supply and trasportation of 90w LED street light Luminaire made of pressure diecast alluminiumm body with powder coated ,having protective glass, 120-270v AC supply. Luminaire Make: phillips/Osram/Schreder/GE/Vin/Crompton/Bajaj/Halox/Havells . LED Make: phillips/cree/nichia/osram/samsung/LG	each		15	
22	3.9.95	Supply and transporation of LED driver as per IS 15885 with input voltage 120-270v AC, with surge protection of4.0kv,IP20,suitable for 45-80w,LED street light fitting with 2 years warranty	each		25	
23	3.9.96	Supply and transporation of LED driver as per IS 15885 with input voltage 120-270v AC, with surge protection of4.0kv,IP20,suitable for 90-180w,LED street light fitting with 2 years warranty	each		15	
24	4.1.13	Supply of 10 Sqmm 4 Core XLPE insulated, 1100V grade armoured alluminium cable as per specification confirming to IS:7098 (Part - I) Makes: Torent / Universal / Unicab / Havells / KEI / Gloster / Polycab	meter		500	
25	4.2.5	Supply and fixing of single compression brass cable glands for 4 core XLPE armoured cable for 16sqmm with brass washers copmleted	each		20	
26	4.3.1	Supply and fixing of crimping type copper lugs confirming to I.S specifications for cable upto 16 sq.mm including nuts and bolts with connections	each		20	
27	5.1.1	Supply of 48" Sweep ISI marked Ceiling fan as per IS 374-1979 and, with double ball bearings,power input not more than 50w.with out regulator.make: Crompton/Bajaj/Usha atom	each		5	
28	5.1.10	Supply of 12" Light duty exhaust fan with metalic blades and wire guard etc.make: Crompton/Bajaj/havells/Orient	each		5	
29	5.4.2	Supply & fixing of D.O.L starter 415V,3Phase ,50Hz,enclosed with no volt coil and overload protection with necessary materials complete suitable upto 7.5HP make: Siemens/Crompton/L&T	each		3	
30	6.4.1	Carryout routine maintenance,servicing and testing of 630A to 1000A L.T ACB by cleaning FC & MC	each		4	

31	6.4.2	Carryout routine maintenance, servicing of L.T cubical pannel board cleaning with power blower and servicing the contacts, tightning the connections of incoming and outgpoing cables	each		5	
32	6.4.3	Routine maintenance of transformer ,including testing of insulation resistance ,oil break down strength replacement of silicazel, topping upto oil level if required (extra cost will be paid for oil)	each		2	
33	8.1.17	Binding Wire	1Kg		10	
34	8.1.18	PVC Tape roll	each		50	
35		Repair of CEILING FAN(MR)	each		30	
36		REPAIR OF EXHAUST FANS(MR)	each		25	
37		Supply of AC METAL BOX(MR)	each		5	
38		POWER FACTOR CORRECTION				
a		25 kVAR capacitors	each		2	
b		10kVAR	each		3	
c		5kVAR	each		3	
39		Repairing of 3 HP 3-Phase Quarters/Office building motor rewinding, replacement of bearings servicing, transport etc. complete(MR)	each		2	
40		Repairing of 3 HP 3-Phase Quarters/Office building submergible motor including Lifting and Erecting rewinding, replacement of bearings servicing, transport etc. complete(MR)	each		2	
41		Maintenance & servicing of 200 amp H.T circuit breaker (half yearly)	each		1	
42		Oil Filtration Annually	each		2	
43		Earth pit renovation(MR)	Each		20	
44		New chemical earth elctrode 6ft make: star	each		5	
45		Fixing of danger boards at H.T and L.T 3Phase Supply lines	each		20	
					Total =	

FINANCIAL BID (PART-B)**FORMAT-III****FINANCIAL BID FOR ABSTRACT OF COST**

Format	Description	Amount
I	Deployment of Man power including Service charge	
II	Schedule of Supply of materials and items of work to be done	
TOTAL		

(Rupees _____ only)

Date

Signature of bidder

Place

Full Name

Seal

Please note that, for finalization of contract, the Tenderer whose Grand total of Formats I & II above is the lowest in comparison to other Tenderers (and adhering to all statutory stipulations) will be considered as the lowest Tenderer. GST may not be included in the bid

IMPORTANT INSTRUCTIONS FOR BIDDERS

All bidders/contractors are required to procure Class-IIIB Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the E- Tenders.

Bidder should get registered at <https://esictenders.eproc.in>.

Bidders should add the below mentioned sites under Internet Explorer → Tools → Internet Options → Security → Security → Trusted Sites → Sites of Internet Explorer:

<https://esictenders.eproc.in>
<https://www.tpsl-india.in>
<https://www4.ipg-online.com>

Also, bidders need to select “use TLS 1.1 and Use TLS 1.2” under Internet Explorer → Tools → Internet Options → Advanced Tab → Security.

Bidder needs to submit Bid Processing Fee charges of Rs. 2495/- (non – refundable) in favour of M/s. C1 India Pvt. Ltd., payable at New Delhi via online Payment Modes such as Debit Card, Credit Card or Net Banking for participating in the Tender.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>