



**Employee's State Insurance Corporation
(Ministry of Labour & Employment, Government of India)**

**ESIC Hospital, Ankleshwar
Near 500 Quarters, GIDC, ANKLESHWAR**

**E-TENDER FOR PROVIDING NURSING AND PARA-MEDICAL STAFF ON
CONTRACTUAL BASIS**

TENDER NO. 375.A.12.16.(CONTRA. Rectt)/2017

**NAME OF WORK:- E-TENDER FOR PROVIDING NURSING AND PARA-MEDICAL STAFF ON RATE
CONTRACTUAL BASIS AT ESIC HOSPITAL, ANKLESHWAR , FOR A PERIOD OF ONE YEAR.**

Validity of bids from the date of opening of tender: 180 days

Start Date & Time of tender download	11/01/2019 (at 9:00 AM onwards)
Last Date & Time of submission	01/02/2019 (Up to 1:00 P M)
Date & Time of online tender opening	01/02/2019 at 2:30 PM
Tender processing Fees	Rs. 2495 (non-refundable, pls refer page 5)
EMD Amount	Rs. 80,000/- (Rs. Eighty Thousand only)
Pre bid meeting	18/01/2019 at 11:00 AM in the Hospital Administration Room conference room

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NOTICE INVITING E-TENDER (NIT)

E-Tenders in two bid system through 'e' procurement solution are invited from reputed manpower agencies for providing Nursing and Paramedical Staff on contract basis for 100 bedded ESIC hospital at GIDC, Ankleshwar, Gujarat. Tender documents are available on line from 11/01/2019 at <https://esictenders.eproc.in>. Following number of Nursing and Paramedical staff are required:

Sl. No.	Name of the Post*	No. of Manpower	Details of Qualification and Experience Required for different posts	Age	Emoluments
1	Staff Nurse	14	1. Diploma in General Nursing and Midwife or equivalent qualification for male nurse. 2. Registered nurse with Nursing Council.	Not exceeding 37 years	Wages shall not be less than the minimum wages prescribed by Labour Department of Govt. of Gujarat for contractual workers or as prescribed by ESIC/CLC, Govt. Of India instructions, revised from time to time
2	Nursing Orderly	7	Matriculation or equivalent from recognized Board. Elementary Knowledge of first Aid. One year experience in handling and dressing wounds in Govt. Approved/ Registered hospital. Nursing Home/Hospital.	18-27 Years	
3	Pharmacist	1	Degree in Pharmacy or Diploma in pharmacy from PCI approved college and qualified and registered as Pharmacist under Pharmacy Act, 1948	Not exceeding 32 years	

*In case of any discrepancy/higher qualification required for any post, for present/future requirement, the decision of the Medical Superintendent will be final

Age Relaxation:

- 05 years in case of SC/ST Candidates
- 03 years for OBC recognized by the Govt. of India (Notified in Central list only applicable)
- 10 year for Physically Handicapped candidates

Category wise requirement of Nursing & Para-medical staff is as under:

Sl. NO.	Name of Post	UR	SC	ST	OBC	Total	PH
1.	Staff Nurse	10	0	1	3	14	(01)*
2.	Nursing Orderly	6	0	0	1	7	
3.	Pharmacist	1	0	0	0	1	

*Orthopedically handicapped

Note: The above reservation has been calculated for present requirement, the same may be increased or decreased depending upon operational requirement of the Hospital, and accordingly, the reserved post will be filled up, keeping in view of applicable reservation policy/reservation roaster.

Bidders have to deposit the Earnest Money Deposit (EMD) of Rs. 80,000 (Rupees Eighty Thousand only) in the form of Demand Draft/Pay Order drawn on State Bank of India, in favour of "ESI Fund A/c. no. I", payable at Kosamdi.

The interested bidders should upload their bids along with duly signed scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids on the <https://esictenders.eproc.in>. Latest by **01/02/2019 up to 1.00 PM**. The technical bids will be opened online on **01/02/2019 at 2:30 PM**.

Tender documents are also available for viewing on the website of Employees' State Insurance Corporation i.e. www.esic.nic.in.

Important Instructions for Bidders regarding Online Payment

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 ETenders.

Bidders should get Registered at <https://esictenders.eproc.in>

Bidders should add the below mentioned sites under Internet Explorer Tools → Internet Options → 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 NetBanking for participating in the Tender.

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

TERMS & CONDITIONS OF TENDER:-

- A. Estimated tender (rate contract) value: - Rs. 40,00,000/-(approx.) (Forty Lakhs only) for one year.
- B. Period of Contract: The Contract shall initially be for a period of one year and may be extended further for a period of one year subject to satisfactory performance on mutual consent on the same terms and conditions. The rates approved shall remain unchanged during the period of contract. Medical Superintendent, Ankleshwar, reserves the right to terminate the contract by serving one month's notice, in writing. The Contract can be terminated by giving one month notice by either party.
- C. Earnest Money: Rs. 80,000 /- (Eighty Thousand only) to be deposited, in form of demand Draft/Pay Order drawn on State Bank of India, in favour of "ESI Fund A/c. no. I", payable at **Kosamdi**. EMD to be submitted in a sealed envelope subscribing on it "E Tender for providing Nursing and Paramedical staff" and drop it the tender box placed in the room of Deputy Director (Admn.) at Room No. 279, ESIC Hospital, Ankleshwar.
- D. Last date of submission: Last Date of uploading of Tender is 01/02/2019 up to 1.00 P.M. Date of opening of Tenders: Technical bid will be opened on 01/02/2019 at 2.30 PM. The tender shall be opened in presence of the bidder who choose to be Present during opening of bids. If the date of opening of bid is declared a holiday, bid will be opened on next working day by 02.30 P.M.

Eligibility Conditions of bidders:-

The bidder should have completed either of the following work in the last 3 years. (upload the copy of work orders)

1. The bidder should be a company/firm/proprietary/partnership engaged in supply of manpower for at least last 3 years.
2. The bidder should have completed successfully at least one annual contract preferably of providing Nursing or Paramedical Staff during last 3 years in a 50 bedded or more hospital in India.
3. The bidder should have successfully completed the following work in the last 07 years
 - a) One similar nature of work of value not less than 32 Lakhs.
 - Or
 - b) Two similar nature of works of value not less than. 20 Lakhs.
 - Or
 - c) Three similar nature of works of value not less than 12 Lakhs.
4. The bidder must have an average annual turnover of Rs. 12,00,000/- (Rupees Twelve Lakh only) each during the last three financial years i.e. 2015-16, 2016-17 and 2017-18.
5. The bidder should have its Office/Branch Office in Ankleshwar/Bharuch
6. Bidder should not be blacklisted by any Govt. department/PSU/Private agency during last three financial years.
7. Those bidder who have participated in earlier tender of any hospital of ESIC and failed to honor the work order and/or failed to execute the work order are strictly debarred from participation in the tender.

Note : Similar nature of work stands for supply of Manpower in a Govt sector/public sector/private sector.

Documents to be uploaded

Bidder firms which fulfill the above eligibility conditions should upload tender document duly signed by authorized person on every page, the technical bid & price bid along with the scanned copy of following documents failing which their bids will be rejected.

8. Income Tax Returns, audited Balance Sheet & Profit & Loss A/c for three financial years i.e. 2015-16, 2016-17 and 2017-18.
 1. Scanned copy of EMD
 2. Proof of registration with GST, ESIC and EPFO.
 3. Copies of completion certificates in support of eligibility conditions at sl. No. 1, 2 and 3.
 4. Registration /Incorporation of firm/company/Partnership.
 5. Copy of PAN No.
 6. Copy of registration with labour department.
 7. Declaration as per Performa given as per Annexure-III.
 8. Authority Letter to sign tender documents if signed by person other than Owner/Partner/Managing Director.

Note : In addition to above a Hard copy of above documents will be submitted by the tenderer duly signed by the authorized person and stamped each page in an envelope subscribing “E-Tender for Providing Nursing and Paramedical Staff” and dropped in the tender box. The envelope of documents will be separate from EMD envelope. In case of any variation, the uploaded documentation will be treated as final.

INSTRUCTIONS FOR THE BIDDER

1. Tender form shall be complete in all respect. Incomplete or tenders without E.M.D. shall be treated as invalid.
2. Bidders have to ensure that all the documents are properly uploaded at <https://esictenders.eproc.in> and are readable format.
3. The site for the work can be seen on any working day during office hours by contacting Deputy Director (Admn.), Room No. 284 at ESIC Hospital, Ankleshwar.
4. Medical Superintendent, ESIH Ankleshwar reserves the right to accept or reject (fully or partially) any tender or all tender without assigning any reason.
5. Conditional tenders are liable to be rejected.
6. The **E.M.D.** of unsuccessful bidders shall be refunded after the award of work to the successful bidder or completion of present tender process.
7. The Successful bidder shall have to deposit Performance Security Deposit (PSD) of Rs. 2,00,000/- (Rupees Two Lakh only) of contract value within two weeks after award of contract, by way of a demand draft drawn on State Bank of India in favor of "ESI Fund A/C No. 1" payable at SBI, Kosamdi or Performance Bank Guarantee which is valid for 2 months beyond the completion of contract which shall be refundable without interest. Any amount which is payable by the contractor to the employer on any account of a cause arising out of the contract will be adjusted against P.S.D./PBG.
8. **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/services under the specifications and documents. The bidder should take care to submit all the information sought by ESIC in prescribed formats.
9. Incomplete, conditional telephonic bids or tender uploaded after due date will not be considered and summarily rejected.
10. Wages shall not be less than the minimum wages prescribed by Labour Department of Govt. of Gujarat for contractual worker.
11. **Financial Bid:** The financial bid of the bidders, whose technical bid is found to be suitable, will be opened in the presence of the bidders, who choose to attend the opening of financial bid. **Financial bid will be evaluated as per service charge percentage (%) quoted by the bidders.** Thus a bid which is substantially responsive and quotes minimum Service Charge shall be ranked as L1 and so on. The Service Charge quoted by any bidder should not be less than TDS payable by a tenderer who is finally selected to supply the manpower.
12. **Award of Work:**
 - a) The selection of the agency will be at the sole discretion of the ESIC who reserves its right to accept or reject any or all the proposals without assigning any reason.
 - b) The contract for providing Nursing and Para Medical Staff shall be awarded to the lowest qualified Financially responsive tender. In case of L-I failed to execute the work, tender could be allotted to L-II bidder, decision of which shall be taken by Medical Superintendent in consultation with hospital administration.
 - c) Upon evaluation of offers the decision on the award of contract will be intimated to the successful bidder.

GENERAL CONDITIONS OF CONTRACT

- 1.** The bidder would be wholly responsible for the acts & omissions of the manpower engaged for this job.
- 2.** The persons deployed by the Contractor should be properly trained, have requisite experience and skills for carrying out the work assigned to him.
- 3.** The bidder should ensure the Health and safety measures of the employees. ESIC may also conduct health checkup of the staff deployed at regular intervals. ESIC can ask for record at any time.
- 4.** The bidder must employ adult 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
- 5.** Thoroughly verified, including character and police verification and other formalities. The Contractor Shall be fully responsible for the conduct of his staff. The clearance of the local police has to be obtained by the agency for deployed personnel.
- 6.** The bidder 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; or any other relevant Act. ESIC will not own any responsibility in this regard.
- 7.** The staff shall be in proper uniform and with their identity card properly displayed.
- 8.** Medical Superintendent, ESIH Ankleshwar reserves the right to amend/add/delete/relax any condition of the tender document without any notice at any stage.
- 9.** The agency shall not in any condition engage any sub-contractor or transfer the contract to any other person. If found guilty, the contract will be cancelled immediately at the cost and expense of the Contractor.
- 10.** The list of all contractual Staff will be submitted by the agency together with names/address of the employees including those as leave reserve to the hospital authorities with their bio data, qualification Certificates, experience certificate, age certificate, Bank Account No. etc. who are engaged in this Hospital.
- 11.** It is mandatory for the agency to make the payment to personnel engaged by the agency in this hospital within time stipulated as per labour laws by way of ECS/RTGS/NEFT/Cheque and submit the photocopy of the acquaintance roll along with the bill for the following month as a proof thereof. Payment of wages to contractual staff engaged to be ensured by agency and it would not be linked with clearance of Bill. In case any complaint is received or it is observed that payment to deployed staff are not being made as per law, the agency shall have to make payment to these workers in the hospital premises at their risk and cost in the presence of an authorized officer of hospital.
- 12.** The agency shall obtain license under the contract Labour (Regulation and Abolition) Act 1970 from the appropriate authority, if applicable and shall produce the license within 2 months after the Commencement of the contract.
- 13.** The successful tenderer will have to sign contract agreement with the hospital on a non-judicial stamp paper of Rs.100/- (Rs One hundred only) immediately after the award of the contract.
- 14.** The contractor shall take due care to comply with the provision of the contract labour (Regularization & Abolition) Act, 1970 including all other legal obligations, like policy changes proposed by the Government or Legal amendments from time to time, during the period of the Contract.
- 15.** The contractor/agency shall provide all contractual paramedical staff every day for round the clock services. Number of contractual paramedical staff can be increased/decreased on actual need basis.
- 16.** Medical Superintendent, ESIH Ankleshwar will not be responsible for any injury or loss of life of personnel's deployed/deputed by the contractor which may take place in the course of their deployment.
- 17.** TDS will be deducted as per provisions of Income Tax Act.
- 18.** If the attendance falls short of contracted minimum number of persons, penalty of Rs. 500/- per person per day shall be deducted from the bills. The amount so deducted shall be final and no claim whatsoever will be entertained under any circumstances.
- 19.** Any personnel engaged by the agency if found indulged in illegal/and intolerable activities is liable to be handed over to the police or any other administrative action deemed fit against him/her will be Taken.
- 20.** Medical Superintendent, ESIH Ankleshwar reserves the right of the removal from the hospital premises of any person considered to be incompetent or disorderly. Such person shall not be engaged again without.

21. The agency shall enroll contractual staff into ESIC & EPF (if applicable) immediately on engagement of contractual staff. Providing of uniform and other necessary items as per job requirements shall be the responsibility of the contractor.

22. In case scanned document submitted by the bidder are not in readable form, then firm will not be considered for technical evaluation.

23. Variations

Medical Superintendent, ESIH Ankleshwar may order variations in the scope or quantum of work through a written variation order. The payment for the variation shall be worked out on the basis of contract rates for manpower.

24. Payment procedure:

- a) The contractor shall submit bill in triplicate by the 7th day of each month for the executed up to end of previous month in a prescribed format as approved by ESIC. Bill must be raised based on the rate quoted in tender. The bill must be supported with the following documents:-
- b) Attendance sheets certified by ESIC along with salary certificates, ECS/Cheque details, wages sheets of all the workers and staffs deployed, certified copy of ESI, PF Challan along with details of deduction of each employees and Goods & service tax challan.
- c) After submission of monthly bill complete in all respect, the bill will be checked and payment will be made with-in 15 days of submission of bill.

25. Liquidated damages:

Whenever and wherever it is found that the service is not up to the mark, it will be brought to the notice of the supervisory staff of the Contractor by ESIC and if no action is taken within one hour on urgent matters liquidated damages @ Rs.500/- per complaint shall be imposed. The decision of Medical Superintendent, ESIH Ankleshwar shall be final, in this regard.

- a) if any staff Nurse/para-medical staff is not found in proper uniform or not displaying photo identity card, a penalty of Rs. 100/-per instance shall be deducted from contractor's bill.
- b) If any contractual paramedical staff is found indulging in smoking/drinking at the time of duty, a penalty of Rs. 100/-per instance shall be deducted from contractor's bill apart from administrative action as deemed fit by authorities.
- c) If any contractual paramedical staff is found sleeping during duty hours, a penalty of Rs. 100/-per instance shall be deducted from contractor's bill.
- d) If any contractual paramedical staff is found absent from the place of duty, for any reasons, a penalty of Rs. 500/- per instance shall be deducted from contractor's bill.
- e) If the behavior of any contractual paramedical staff is found harsh/rude and non-cooperative towards patients/attendants/staff a penalty of Rs. 100/- per instance shall be deducted from contractor's bill.

26. Manpower

- a) Any misconduct / misbehavior on the part of the manpower deployed by the Contractor will not be tolerated and such person will have to be replaced by the Contractor at his own costs, risks and responsibilities immediately, with written intimation to ESIC.
- b) The Contractor should ensure to maintain adequate no. of manpower and also arrange a pool of stand by worker / supervisor. In case any worker /supervisor absences from the duty, the reliever of equal status shall be provided by the Contractor from an existing pool of staff.

27. Variance: The number of manpower required may be increased from present requirement as per hospital requirement from present 25 beds to up to 50 beds commissioned beds on staggered manner.

28. 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 30 days written notice, if the services are found unsatisfactory and also has the right to award the contract to any other selected bidders at the cost, risk and responsibilities of Contractor and excess expenditure incurred on account of this will be recovered by ESIC from the Contractor's Security Deposit or pending bill or by raising a separate claim.

- a) All necessary reports and other information will be supplied on a mutually agreed basis and regular meetings will be held with the ESIC.
- b) 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 by the ESIC and shall not knowingly lend to any person or company any of the effects or assets of the ESIC under its control.
- c) In the event of loss/damage of equipment etc. at the premises of the ESIC due to negligence/carelessness of Contractor staff, then the Contractor shall compensate the loss to ESIC.
- d) The Contractor shall, in performing its part of this Agreement, ensure the safety of the building and the Persons working in or visiting the ESIC's premises and shall indemnify ESIC for any loss or damage caused by any act of the Contractor or its employees or staff etc.
- e) The Contractor shall not assign or sublet this Agreement or any part thereof to any third party without the approval of the ESIC. 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.
- f) In every case the Contractor shall make alternative arrangements for meeting his contractual responsibilities in case of failure of the Associate.

29. Dispute Settlement

It is mutually agreed that all differences and disputes arising out of or in connection with this Agreement shall be settled by mutual discussions and negotiations if such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the Sole Arbitrator appointed by Medical Superintendent, ESIH Ankleshwar whose decision shall be final and binding on both the parties.

In case of any legal dispute Ankleshwar/Gujarat will be the jurisdiction.

30. Termination Clause

During the period of agreement if it is found that the agency is not providing proper services or charging by fraudulent manner or otherwise, the security deposit of Rs. 2,00,000/- (Rupees Two Lakh only) deposited with ESIC or part thereof shall be forfeited in favour of ESIC and agreement will be terminated after giving 30 days' notice. In such situations, tender can be allotted to second lowest bidder.

(To be submitted on Bidder's letter head)

ANNEXURE-I

**TECHNICAL BID
PROFILE OF THE BIDDER**

Sl. No.	Description	
1	Name and address and email of Tendering Company/Firm, with copy of Incorporation of the firm/Company/proprietorship, partnership	
2	Name of owner/Partners/Directors	
3	EMD of Rs. 80,000 deposited in separate envelop or valid Single point registration issued from NSIC	
4	PAN/GIR No.	
5	EPF Registration No.	
6	ESI Registration No.	
7	CGST/SGST (as applicable) Registration No.	
	Labour License No.	
8	Income Tax Return statement for the Financial Year 2015-16, 2016-17 & 2017-18	
9	Audited Balance Sheets & Profit & Loss A/c for the Financial Year 2015-16, 2016-17 & 2017-18	
10	Tender document duly signed by authorized person on every page	
11	Authorization Certificate for signing tender documents if other than the Tenderer.	
12	Completion certificate from Client (Single/two/three whichever is applicable)	
13	Declaration as per Annexure-III	
14	Cancelled Cheque tender documents for the purpose of refund of EMD in case of non-successful bid	
15	Other information, if any.	

Date:

Signature of owner/Managing Partner/Director

Place:

Name:

Seal:

EXPERIENCE OF THE FIRM

(Experience in support of Eligibility Condition 1, 2 and 3)

Use separate sheet for each work.

1	Project title and Location	
2	Name of the Client and Address	
3	Details of the Work (eg. Supply of ___ no. of Nursing Staff/Paramedical/Manpower/Housekeeping)	
4	Period of Work Done/Services rendered for the project (From ___ to ___)	
5	Total cost of work	
6	Date of start of the work and the present status	
7	Any other details	

Note:- Supporting documents like satisfactory performance certificates etc. from the client in support of each of the above projects must be furnished.

Date:
Partner/Director
Place:

Signature of owner/Managing

Name:
Seal:

DECLARATION

NAME OF WORK:- E-TENDER FOR PROVIDING NURSING AND PARAMEDICAL STAFF FOR ESI HOSPITAL, ANKLESHWAR FOR A PERIOD OF ONE YEAR.

Dear Sir,

1. I/ we _____ hereby submit the tender application for the above mentioned works viz _____
2. I/We hereby declare that I/we have perused and understood the tender document and accept all the terms & conditions, stipulated by the ESIC in connection with the tender for Providing Nursing and Paramedical Staff for ESI Hospital, Ankleshwar for a period of one year.
3. I/we confirm the documents submitted by the firm are legible and the onus of non-readable document shall be with the firm/company.
4. The information given in the Tender document is true and in case any thing found false, then company will be responsible for the same.
5. It is certified that our agency has never been black-listed by any organization from Govt./PSU/Govt. Autonomous body/Private company.

Date:
Partner/Director
Place:

Signature of owner/Managing

Name:
Seal:

N.B.:

The above declaration, duly signed by the authorized signatory of the company, should be enclosed with Technical tender.

NAME OF WORK:- TENDER FOR PROVIDING NURSING AND PARAMEDICAL STAFF FOR ESI HOSPITAL, ANKLESHWAR

CHECKLIST FOR SUBMISSION OF TENDER

(TO BE FILLED BY THE TENDERER AND SUBMITTED ALONGWITH THE TECHNICAL BID)

S. No	Particula	Yes/No	Page
1	Upload scan copy E.M.D. Draft/Bankers Cheque of Rs. 1 Lakh	Optional	
2	Upload scan copy of valid Single point registration issued from NSIC	Optional	
3	Upload scan copy of E.S.I. Registration certificate.		
4	Upload scan copy of E.P.F. Registration certificate.		
5	Upload scan copy of Income Tax Return statement with Audited Balance Sheets & Profit & Loss A/c for the Financial Year 2015-16, 2016-17 & 2017-18		
6	Upload scan copy of Audited Balance Sheets & Profit & Loss A/c for the Financial Year 2015-16, 2016-17 & 2017-18		
7	Upload scan copy of PAN Card		
8	Upload scan copy of Incorporation of the firm/Company		
9	Upload scan copy of GST Registration certificate.		
10	Upload scan copy of registration certificate with Labour department.		
11	Upload scan copy of Authorization Certificate for signing tender documents if other than the Tenderer.		
12	Upload scan copy of Declaration as per Annexure-III		
13	Upload scan copy of Tender document duly signed by authorized person on every page		
14	Upload scan copy of a cancelled Cheque has to be attached with tender documents for the purpose of refund of EMD in case of non- successful bid		
15	Upload work order completion certificate from Client (Single/two/three whichever is applicable) as per Annexure –II.		
16	Any other certificate, if applicable	optional	

N.B. Bidders to ensure that all

- I. All the above documents are uploaded.
- II. Pages have to be numbered
- III. Documents are legible (clearly readable)

I/we certify that the information furnished above is true and correct. The terms and conditions are acceptable to us and I have the authority to bid E-TENDER.

Dated.....

Place.....

Name & Address of Firm

Authorised Signature & Seal of the Firm

FINANCIAL BID (To Be Filled Online)
(Hard copy to be submitted in second envelop)

No.....

Dated

To
**The Medical Superintendent,
ESIC Model Hospital,
Ankleshwar, Gujarat**

Subject: Quotations for award of contract for outsourcing Manpower Services.

Madam/Sir,

With reference to your tender No. _____ dated _____ on the
subject cited above, I/we quote the service charge for above mentioned work as under.

1. Service charge to be quoted in percentage for one Month====> Rs. _____
(In words.....percent).

**Signature of the Authorized
signatory of the Tenderer with seal
of the Firm.**

Note:

1. Service Charges shall be paid on whole Bill Amount excluding Govt. Taxes, Duties or Cess etc.
2. Wages paid by Hospital shall not be less than as prescribed by Labour Department of Govt. of Gujarat for contractual worker
3. Hospital shall pay all statutory duties like ESI, EPF, other duties, as applicable.
4. Rates of Service Charges quoted should be in figures as well as in words and no overwriting or cutting is allowed.
5. Service Charges quoted by bidder should include all Administrative Charges, Supervisory Charges, Charges for running Establishment, Charges for providing uniform, shoes and other amenities to the manpower to be deputed at hospital including bonus and leave with wages.
6. The Service Charge quoted by any bidder should not be less than TDS payable by a tenderer who is finally selected to supply the manpower.
7. An indicative manpower rate as applicable as on 31.12.2018 is enclosed as per Annexure-VII for reference only.

UNDERTAKING (To be furnished by personnel after agreement)

I _____ S/D/o _____ R/o _____
_____ is willing to work in ESIC Hospital
Ankleshwar, Ahmedabad through M/s. _____ in
accordance with the instructions given to me from time to time. It has been made clear to me that I shall not
have any claim for permanent service in the ESIC Hospital, Ankleshwar, Gujarat and no representation on
this behalf shall be entertained by the Hospital Authority in any case and such engagement shall be strictly
temporary and I shall abide by the terms and order mentioned in the Agreement. I also understand that, my
services are likely to be terminated, if regular employees are appointed in the ESIC Hospital, Ankleshwar,
Gujarat.

Signature:

Authorized Signatory of Agency

Signature:

Name:

Place:

Date:

Indicative wage sheet as on 31.12.2018

Sl. No.	Category of workers	Name of Post	No.	Basic wage/per day/per person	VDA/per day/per person	Basic wage + VDA/per person for 30 days	Total (in Rs.)
1.			A	B	C	$D=(B+C)X30$	$= Ax D$
2.	Unskilled	Nursing Orderly	7	268	36.20	9126	63882
3.	Semi Skilled	Supervisor	1	276	36.20	9366	9366
4.	Skilled	Staff Nurse	14	284	36.20	9606	134484
5.	Skilled	Pharmacist	1	284	36.20	9606	9606
6.		TOTAL	23			Total wage per month	217338
						ESI@4.75%	10323.56
						PF @13.61 of 6500 for 23 persons	20346.95
						Total including ESI/PF	248008.51

Note: Calculation based on minimum rates prescribed by Govt. of Gujarat