

Bihar Renewable Energy Development Agency

Tender No.	:- BREDA/Tender/Man Power/02/2018-19
Name of Work for	Selection of Consultancy Firms / Agency for Establishment of Providing Manpower on Outsourcing basis in Bihar Renewable Energy Development Agency (BREDA), Govt. of Bihar.
Earnest Money (in Rs.)	:- 1,00,000/-
Cost of BOQ (in Rs.)	:- (Non refundable) 1. Tender Cost Rs. 5,000.00 in Mode of DD in Favour of Bihar Renewable Energy Development Agency' payable at Patna. 2. Tender Processing Fee Rs. 1,180.00 through online mode i.e. Internet Payment gateway (Credit/Debit Card), Net banking, NEFT/RTGS).

FINANCIAL BID FORM TO BE FILLED IN BY BIDDER

Location, Date	:-
Name of the Agency/Firm	:-
Name of the Authorized Person	:-
Address of the Firm	:-
<p>I/ We, the undersigned, offer to provide the consulting services for the above in accordance with your Request for Proposal, with our Technical and Financial Proposals. Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal, i.e., 180 days from the Date of Opening of Technical Proposal</p> <p>We confirm that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988". We understand you are not bound to accept any Proposal you receive.</p>	:-

A	B	C	D	E	F	G	H	I	K
Sl.No	Category Of Manpower	No. of Post (a)	Basic	Other Allowances	Remuneration for each manpower (F= D+E)	EPF@ (13.36 + 12)= 25.36% of "D" (G= D*25.36%)	ESI@ (4.75+ 1.75) =6.50 % of "F" (H= F*6.50%)	Total remuneration excluding EPF & ESI	Manpower Agency Service Charge For all manpower (K= I* _____ %)
1	Executive Assistant	6	7860	3640	11500	1993	748	69000	
2	Stenographer	1	9570	2430	12000	2427	780	12000	
3	Receptionist	1	7860	640	8500	1993	553	8500	
4	Office Attendant	3	6450	1050	7500	1636	488	22500	
5	Housekeeping Attendant	2	6180	320	6500	1567	423	13000	
6	Monthly Total Service Charge (K)								
7	Yearly Service Charge= Monthly Total Service Charge X 24 Month								

- ❖ Minimum service charge of 10% will be admissible. If admissible service charge go below 10% then the bid of bidder summarily rejected.
- ❖ GST is payable extra as applicable on submission of invoice and required documents, Documentary evidence for the same shall be submitted to BREDA with the invoice.
- ❖ The payment shall be made on conclusion of the calendar month only on the basis of no. of working days for which duty has been completed by each employee.
- ❖ P.F and ESI benefits (both employee and employer share) shall be reimbursed over and above on the monthly remuneration mentioned above.
- ❖ The PF and ESI contribution of BREDA would be paid as a separate component to the service provider / Agency who would deposit and provide proof of same to BREDA every month.
- ❖ The wage / remuneration amount payable shall follow all government regulations, like minimum wages rules etc. Accordingly, it can be enhanced / modified from time to time, and the service provider would bring such requirement of revision to the notice of BREDA.
- ❖ Contract will be awarded to agency, having quoted the minimum service charges for all the post and is substantially responsive to the Bidding Document. In case the L1 bidder not turned out contract then the contract may be awarded to L2 or other responsive bidders on L1 bidder price.
- ❖ In case of tie a lottery system will be carried out for selection of the Bidder in the presence of financial committee and technical qualified bidders.
- ❖ 5% of the contract value will be increased annually provided on submission of certificate that corresponding increase has been given to the manpower deployed.
- ❖ The contract will initially be awarded for a period of two year and may be extended further for a period as decided by BREDA. The decision regarding the extension will be taken by Director BREDA which will be final & binding for all.
- ❖ GST is payable extra as applicable on submission of invoice and required documents, Documentary evidence for the same shall be submitted to BREDA with the invoice.