

**TENDER FOR PROVIDING HOUSE KEEPING
SERVICES AT**

**AVINASHILINGAM INSTITUTE FOR HOME SCIENCE AND HIGHER EDUCATION FOR WOMEN,
COIMBATORE- 641 043**

Tender No.001/2021

Date of Issue: 5th March 2021

Date of closing: 19th March 2021



**AVINASHILINGAM INSTITUTE FOR HOME SCIENCE AND HIGHER EDUCATION FOR WOMEN,
(Deemed to be university under category "A" by MHRD, Estd u/s 3 of UGC Act 1956)
Re-accredited with "A+" Grade by NAAC, Recognised by UGC under section 12B
COIMBATORE- 641 043, Tamil Nadu, India**

TENDER NOTICE

TENDER DOCUMENT FOR OUTSOURCING HOUSEKEEPING SERVICES IN THE AVINASHILINGAM INSTITUTE FOR HOME SCIENCE AND HIGHER EDUCATION FOR WOMEN, COIMBATORE , TAMILNADU. FOR THE YEAR 2019-20 FROM SERVICE PROVIDER AGENCIES/FIRMS

1. Sealed tenders in conformity with detailed tender call notice are invited from the service provider Firms having valid Registration Certificate, including registration with the Regional Labour, EPF Registration, ESI Registration, Service Tax Registration, ISO Certificate and PAN Card, up to date, GST/VAT clearance certificate and having similar line of services for more than 5 years towards out-sourcing of Cleaning services in Education Institutions. The service providers should have local Offices in the State of Tamil Nadu(Coimbatore) to ensure satisfactory fulfillment of contractual obligations.
2. The Service Provider Agencies/ Firms having good track record, manpower capacity and relevant experience are eligible to apply. They should produce satisfactory work completion certificate of appropriate value of work and a certificate showing annual turnover for a minimum of three preceding years for not less than 50% of the estimated cost of the present contract.
3. The tender document can be obtained from the website of the Avinashilingam institute for home science and higher education for women, A fee of **Rs.1,500** /- (Rupees one Thousand Five Hundred only), towards the cost of the tender document, along with the Earnest Money Deposit of **Rs.50,000/-** (Rupees Fifty Thousand Only) may be enclosed in the form of separate Demand Drafts drawn in favor of **The Registrar**, Avinashilingam institute for Home Science and Higher Education for women, Coimbatore 43- payable at Coimbatore and submitted along with the Technical BID. Additional security@1% deposit will be collected from successful contractor. EMD will be refunded to the unsuccessful contractor request their claims.
4. **THE TENDERS SHOULD BE SUBMITTED IN TWO SEALED COVERS.**
 - 1) The first sealed cover should be superscribed "**TECHNICAL BID**" and should contain
 - I. Checklist of documents submitted (**Annexure-I**)
 - II. The Performa at **Annexure-II** duly filled in.
 - III. Agency profile including previous experience of manpower supply to Central Institutions / Government / Semi Government / autonomous agencies.
 - IV. Acceptance of terms and conditions there under.
 - V. Demand Draft for Earnest Money Deposit.
 - VI. Demand Draft towards the cost of Tender document.
 - VII. All other required documents.
 - 2) The second sealed envelope super scribed „**FINANCIAL BID**“ should contain only rates which are to be quoted on monthly basis (**Annexure-III**).

Signature of the Bidder

- 3) Both the sealed covers should be placed in the main sealed envelope superscribed “**Tender for Outsourcing Housekeeping Services**”. This should be addressed to The Registrar, Avinashilingam Institute for Home Science and higher education for women, Coimbatore- 641 043. And sent by post or hand delivered by 19.03.2021 and shall be opened on the same day at 4 PM in presence of the tenderers or their authorized representatives. In the event of office, being closed on the last date of receipt or opening of bid as specified, the bid will be received opened on the next working day at the same time and venue.
5. Tenders received after, the due date and time will be summarily rejected. Incomplete and conditional tenders shall not be accepted.
6. The Technical Evaluation Committee will assess the ability of the agencies to render the requisite services based on its past record, profile and on such other criteria as it may fix and only those found fit will be eligible for financial bid opening.
7. The bidders are required to submit EMD and cost of the document along-with the attested copies of valid Registration Certificate, EPF Registration, ESI Registration, ISO Certificate, Pan-Card and up-to date GST & Service Tax clearance along-with the bid documents, failing which the tender shall be declared as non-responsive and thus liable for rejection.
8. Submission of more than one tender paper by a tenderer for a particular work will render the bid liable for rejection.
9. The bidders may assess about the nature and quantum of work before quoting their rates by visiting the campus.
10. The rates for different category of manpower that may be required for the proposed services shall not be less than rates of minimum wages prescribed by the Government of India (Central Government) from time to time under contract Labour (R&A) Act-1970 and the Minimum Wages Act 1948 as the case may be.
11. The supervision charges, rate of wages, statutory dues and other allowances etc. under the labour law and other laws payable by the employer (the bidder) should be indicated in detail as per the enclosed (Annexure-III)
12. The bidders are required to quote their rates both in words and figures and put their signature; they should also sign on any overwriting or any correction made in the tendered rate. The rates filled in figure only and not in words shall be liable for rejection for which no paper cost shall be returned to the tenderer(s).
13. The bidders while submitting tender shall furnish an affidavit along with the tender about the authenticity of the tender document including EMD. Conditional tenders will not be accepted under any circumstances by the authority. EMD deposit of unsuccessful bidders will be refunded within 90 days after finalization of Tender without interest.
14. The Bank Draft/ Bankers Cheque produced in relation to this tender should be drawn on any Nationalized Scheduled Bank in favor of “TheRegistrar Avinashilingam institute for home science and higher education for women, Coimbatore- 641 043.”, payable at Coimbatore/Coimbatore. Other details can be seen in bidding document. The authority reserves the right to reject any or all the tenders without assigning any reason thereof.

Signature of the Bidder

15. RIGHT TO ACCEPTANCE OR REJECTION OF TENDERS:

- A. The tender is liable to be rejected inter-alia:
- a) If it is not in conformity with the instructions mentioned in the tender paper.
 - b) If it is not properly signed by the bidder.
 - c) If it is received by telex or telegram.
 - d) If it is received after the expiry of the due date and time.
 - e) If it is not enclosed with the cost of the Tender Document.
 - f) If it is not accompanied by the requisite EMD and proper documents.
 - g) A list of manpower available with the firm with qualification must be enclosed along with the tender papers.
- B. This office reserves the right to:
- a) Accept / Reject any of the tender in full or part thereof.
 - b) Revise the requirement at the time of placing the order
 - c) Add, modifies, relax or waive any of the conditions stipulated in the tender specification wherever deemed Necessary.
 - d) Reject any or all the tenders in part or full without assigning any reason thereof.
 - e) Award contracts to one or more bidders for the items covered by the tender.

16. SCOPE OF WORK: To provide Cleaning services in the **Avinashilingam Institute for Home Science and Higher Education For Women, Coimbatore- 641 043.**

During the period of contract. Details of the job work are as under:

JOB DESCRIPTION

- a. To maintain cleanliness (cleaning & mopping) of all rooms/Halls, laboratories, library, bathrooms, toilets, wash basins, corridors, staircase, ramps with machine, etc. of Avinashilingam institute for home science and higher education for women, Coimbatore- 641 043.
- b. Daily cleaning/dusting of writing tables, working tables, chairs, telephones, computers office cubicles, photocopier machines, fax machine, printers etc.
- c. Periodic cleaning of window panes.
- d. Periodic cleaning of ceilings to remove cobwebs/dust.
- e. Regular maintenance of cleanliness of electric fans and light fittings of building.
- f. Moving of articles like tables, chairs, almirahs, display boards, etc. as and when such shifting is necessary
- g. Keeping the drains around the building clean and clear from choking.
- h. Cleaning and maintenance staff should be present from 8 A.M. to 5 P.M.
- i. Maintain cleanliness in the campus of Avinashilingam institute for home science and higher education for women, Coimbatore -43 buildings.
- j. Maintain cleanliness of the common area in the residential buildings and the campus.
- k. Collection of biodegradable & non-biodegradable garbage's separately from residences and its proper at a place identified by Municipality/Local Body. Area covered under the AIHS & building, Coimbatore, which includes common area like staircase, toilets and open corridor

Signature of the Bidder

SCHEDULE – I			
SLNO	BLOCK	AREA(APPROX) IN Sq Feet	No of floors
1	Research Building	15060	4
2	Annai Arul Building	36285	4
3	Appan Arul Building	38811	4
4	Staff Lounge	727	1
5	Power House	9415	16
6	Library	60375	7
7	Chancellor Residence	4370	2
8	Thiruchitrabalam Auditorium	16186 +3100	2
9	Shrine	7604	2
10	Vivegananda Auditorium	3183	2
11	Bank Guest House	2694	1
12	New Guest House	10719	3
13	Incubation Centre	1500	1
14	Administrative Block	45372	4
15	Health Centre	1238	1
16	Special Education	7080	2
17	Ayya Avl Memorial Hall	1545	1
18	Home Science Block	73422	4
19	Vehicle Sheed (Gate No 2)	3710	1
20	Vehicle Sheed (Gate No 3)	4500	1
21	Chemistry Dept. Class/ staff room (Visitors Hall)	1702	2
22	Engineer Office	660	1
23	Textile Unit Gate No 1	1288	1
24	Arpana Illam/Finance Section	4183	1
25	Toilet Block	13657	4
26	CNR Rao Laboratory	3010	1
27	Placement Building (near Health Centre)	8200	2
28	Multipurpose Hall	5000	1
29	Food Court	5000	1
30	Basket Ball Court&Tennis Court	10000	1
31	NSS ETI and Guest Rooms out side area	5000 5000	2

Signature of the Bidder

Sl. No	Floor	Area (In Sq.Feet)	
	Schedule – II		
1	Campus in side roads and adjoining walk ways / foot paths upto 3 meters each side Daily.	100000 Sq. feet	
2	Campus out side (compound wall area) cleaning /monthly	700 Sq. Mtrs	
3	Residential Quarters & Common Area (AD Block, Home Science block, Shrine area, Canteen area, Finance section, play ground area, etc.)	100000 Sq. feet	
4	Open Terrace in all buildings Ayya Mandapam, Food Court III Gate vehicle shed Basket Ball court etc.	97500 Sq. feet	

17. **EARNEST MONEY DEPOSIT:** The bidders shall enclose with the Tender EMD of **Rs. 50, 000/-** (Rupees Fifty thousand only) in the form of Bank draft / Pay Order drawn on any ationalized/Schedule Bank in **Favor of The Registrar, Avinashilingam institute for home science and higher education for women, Coimbatore- 641043**
18. **PERIOD OF CONTRACT:** The initial period of contract would be **six months**, extendable by another six months on satisfactory performance with such amendments as may be mutually agreed to and also subject to the necessary approval of the competent authority. Service charges/rates quoted by the agency would be fixed. for a period of six months and any statutory increase in wages/DA etc. is to be absorbed by the agency. After Satisfactory completion of a year of service, the contract can be extended for another year on the same terms and conditions with mutual agreement.

Signature of the Bidder

GENERAL CONDITIONS OF CONTRACT

The quantum of requirement of such material may be more explicit. It should be ensured that all cleaning material is supplied regularly as per the requirement.

1. The manpower will have to be supplied by the agency within 15 days of award of contract.
2. All services shall be performed by persons qualified and skilled in performing such services as per the eligibility criteria indicated for each category. All consumable, detergents, chemicals, like (Naphthalene ball, Room freshener, mosquito/insect repellent, liquid soap, Colin, phenyl) equipments, machineries etc. shall be arranged by the bidder.
3. Cleaning should be completed in office cited premises (except common places) prior to opening of office hours **i.e. 9.00 AM** so that work in office does not get interrupted in the middle for cleaning purpose.
4. The persons supplied by the Agency should not have any Police records/criminal cases against them. The Agency A certificate to this effect to be submitted by the service provider at the beginning of the contract. Should make adequate enquiries about the character and antecedents of the persons whom they are recommending . The character and antecedents of persons will be verified by the Service Provider before their deployment through local police, collecting proofs of residence, driving license, bank account details, previous work experience and recent photograph and a certification to this effect submitted to this office. The service provider will also ensure that the personnel deployed are medically fit and will keep in record a certificate of their medical fitness. The Service Provider shall withdraw such employees who are not found suitable by the office for any reasons Immediately on receipt of such a request.
5. The service provider shall engage necessary persons as required by this office from time to time. The Deployment of personnel is to be on monthly basis. Thus deployment/arrangement of the personnel should be in such a manner that there shall be no violations of any leave Rules and weekly off days. The tenderer will have to bear cost of providing personnel for this work load/ duty hours or weekly off. The said persons engaged by the service provider shall be the employee of the service provider and it shall be the duty of the service provider to pay their salary every month.
6. There is no Master and Servant relationship between the employees of the service provider and this office and further that the said person of the service provider shall not claim any absorption in this office or the Government of India.
7. The service provider's person shall not claim any benefit/compensation/ absorption/regularization of services from/in this office under the provision of Industrial Disputes Act., 1947 or Contract Labor (Regulation & Abolition) Act, 1970. Undertaking from the persons to this effect shall be submitted by the service provider to this office.

Signature of the Bidder

8. The service provider"s personnel shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements and administrative / organizational matters as all are of confidential/secret nature.
9. The service provider"s personnel should be polite, cordial, positive and efficient, while handling the assigned work. The service provider shall be responsible for any act of indiscipline on the part of persons deployed by him. The agency shall be bound to prohibit and prevent any of their employees from being intoxicated while on duty, trespassing or acting in any detrimental or prejudicial to the interest of this office. The decision of the officer in charge upon any matter arising under the clause shall be final and binding on the agency.
10. That the persons engaged shall not be below the age of **18 years** or above the age of **50 years** and they shall not interfere with the duties of the employees of this office.
11. The functional control over the personnel deployed by the Agency will rest with this office and the disciplinary administrative / Technical control will be with the Agency.
12. This office may require the service provider to dismiss or remove from the site of work, any person or persons, employed by the service provider, who may be incompetent or for his/ her/their misconduct and the service provider shall forthwith comply with such requirements. The Service provider shall replace immediately any of its personnel, if they are unacceptable to this office because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct upon receiving written notice from office.
13. The service provider has to provide Photo Identity Cards to the persons employed by him/her for carrying out the work. These cards are to be constantly displayed & their loss reported immediately.
14. The transportation, food, medical and other statutory requirements in respect of each personnel of the service provider shall be the responsibility of the service provider.
15. That the agency will be wholly and exclusively responsible for payment of wages to the persons engaged by it in compliance of all the statutory obligations under all related legislations as applicable to it from time to time including Minimum Wages Act, Employees Provident Fund, ESI Act etc. and this office shall not incur any liability for any expenditure whatsoever on the persons employed by the agency on account of any obligation. The agency will require providing particulars of EPF, ESI of its employees engaged in this office. The Agency will comply all statutory provisions of law, rules and regulations of Act and keep this office informed about any amendment in the law from time to time.
16. The service provider will submit the bill in triplicate to The Registrar, Avinashilingam institute for home science and higher education for women, Coimbatore- 641 043. (pertaining to cleaning work of ADUC campus) in respect of preceding month in the first week of following month. The payment will be released by the third week of the following month subject to certificate given by the Officer In-Charge and production of documentary evidence towards P.F./ESI/Service tax of its staff for the previous month. Tax if any shall be deducted at source as per the relevant Act.
17. Payments to the service provider would be strictly on certification by the officer with whom he is attached that his services were satisfactory and attendance as per the bill preferred by the service provider.
18. No wage/remuneration will be paid to deployed persons for the days of absence from duty.

Signature of the Bidder

19. The service provider will provide the required personnel for a shorter period also, in case of any exigencies as per the requirement of this office for which they may additional charges as agreed.
20. The service provider shall provide a substitute well in advance if there is any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the service provider.
21. The service provider shall be contactable at all times and messages sent by phone /e-mail/ fax / special messenger from this office shall be acknowledged immediately on receipt on the same day. The Service Provider shall strictly observe the instructions issued by the Department in fulfillment of the contract from time to time.
22. This office shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the service provider.
23. That the Service Provider on its part and through its own resources shall ensure that the goods, materials and equipments etc. are not damaged in the process of carrying out the services undertaken by it and shall responsible for acts of commission and omission on the part of its staff and its employees etc. If this office suffers any loss or damage on account of negligence, default or theft on the part of the employees/agents of the agency, then the agency shall be liable to reimburse to this office for the same. The agency shall keep this office fully indemnified against any such loss or damage. Any accident/ casualty occurred during the course of working to any staff engaged by the Agency, the responsibility will remain with the Agency. For any accident or casualty occurred during the course of working to any staff deployed by the Agency, the liability that will arise out of the accident will be borne by the Agency. The responsibility will remain with Agency and this office will no way be responsible for it or any other clause mentioned above.
24. This office will maintain an attendance register in respect of the staff deployed by the agency on the basis of which wages/remuneration will be decided in respect of the staff at the approved rates.
25. The successful bidder shall furnish a security deposit equivalent to 10% of the contract value in the form of an account payee demand draft drawn The Registrar, Avinashilingam institute for home science and higher education for women, Coimbatore- 641 043. or Fixed Deposit Receipt from a nationalized / commercial bank or Bank Guarantee from a nationalized / commercial bank in an acceptable form safeguarding the interest of this office in all respects. The security deposit shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the service provider. The security deposit will be forfeited in case the supply of manpower is delayed beyond the period stipulated by this office or non-compliance of the terms of agreement by the service provider or frequent absence from duty/misconduct on the part of manpower supplied by the Agency.
26. The successful bidder will enter into an agreement with this office for supply of suitable and qualified manpower as per requirement of this office on these terms and conditions on non judicial Rs. 100/-stamp paper. The above stamp paper will be arranged by the bidder for execution of agreement. The agreement will be valid for a period of six months commencing from, **2021** and shall continue to be in force in the same manner, unless terminated in writing. The service charges/rates quoted by the agency shall be fixed for a period of six months and no request for any change/modification shall be entertained before expiry of the period of six months. Any statutory increase in wages/DA etc. is to be absorbed by the service provider. The contract/agreement is extendable by one more year subject to satisfactory performance of the agency and such amendments as mutually agreed to.

Signature of the Bidder

27. The service provider shall not assign, transfer, pledge or sub contract the performance of services without the prior written consent of this office.
28. The agreement can be terminated by either party by giving one month's notice in advance. If the agency fails to give one month's notice in writing for termination of the Agreement then one month's wages etc and any amount due to the Service Provider from the office shall be forfeited.
29. That on the expiry of the agreement as mentioned above, the agency will withdraw all its personnel and clear their accounts by paying them all their legal dues. In case of any dispute on account of the termination of employment or non-employment by the personnel of the agency, it shall be the entire responsibility of the agency to pay and settle the same.
30. In the event, if any dispute arises touching any of the clauses of the agreement, the matter will be referred to The Registrar, Avinashilingam institute for home science and higher education for women, Coimbatore- 641 043, of Tamil Nadu, whose decision shall be binding on both the parties.
31. The bidders shall have to obtain the required license from the licensing authority of respective Department/Circle/Division/Other units before deployment of personnel in this office.
32. That if any amount is found payable by the bidders towards, wages, allowances and statutory dues in respect of personnel or any loss to this office property, the same shall be adjusted from the security deposit of the extent of the amount so determined reserving right to recover the deficit amount through other modes of recovery including the right to terminate the agreement without notice.
33. This office reserves the right to reject any or all the tenders without assigning any reason whatsoever and the decision of the management shall be final and binding on all the bidders.
34. The agencies should be having at least 100 employees at present on roll.
35. The service provider's person engaged for housekeeping work should wear uniform while on duty.
36. The material requirement projected in the appendix A to G is tentative, if there is any increased requirement upto 5 % the same will be borne by the vendor.
37. The manpower requirement projected in the financial bid proforma is as per our tentative assessment. Failure to deploy the agreed strength will attract penalty. The payments will be made as per attendance register only.

NB. 1. EPF and ESI contribution to be paid for personnel employed by tender shall be responsibility of tender.

2. For every 6 (six) days of duty of personnel one day off with payment will be given. The tender will have to bear cost of providing personnel for this weekly off. The total monthly rates quoted shall inclusive off all these, including profits, overheads, bonus, gratuity etc and taxes whatsoever payable.

UNDERTAKING BY THE BIDDER

This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature of the Tenderer with Seal

Name:

Designation:

Address:

Phone No.

(ANNEXURE-I)

CHECKLIST OF DOCUMENTS SUBMITTED

Sl. No	Documents to be submitted	Submitted	Not submitted	Remarks
1	Copy of Registration of firms			
2	Copy of Registration certificate of EPF			
3	Copy of Registration Certificate of ESI			
4	Copy of Labour license			
5	Copy of Income Tax Return for last 3 years			
6	Copy of Service Tax Registration			
7	Copy of ISO Certificate			
8	Copy of PAN/TAN Card /GST			
9	List of clients indicating quantum of work executed with them			
10	Proof of experience			
11	Details of EMD deposited			
12	Details of Cost of bidding document			
13	Copy of VAT/GST clearance Certificate.			
14	Last 3 years audited statement from Chartered Accountant			
15	Rate quoted complies with the Minimum Wages Act of Govt. of India (Central Govt) with all other statutory provisions			

Signature of the Tenderer with Seal

Name:

Designation:

Address:

Phone No.

PROFORMA FOR TECHNICAL BID

Sl. No.	Particulars	To be filled in by the tenderer
1	Name of the Agency	
2	Details of EMD	
	(i) Amount	
	(ii) Draft No.	
	(iii) Date	
	(iv) Issuing Bank	
3	Date of establishment of the agency	
4	Detailed office address of the Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
5	Whether registered with and holding license from all concerned Government Authorities including registration under Contract Labour (Regulation & Abolition) act 1970. (Copies of all certificates of registration to be enclosed.)	
6	PAN/TAN Number and GST (copy to be enclosed)	
7	Labour License Number (copy to be enclosed)	
8	Service Tax Registration Number (copy to be enclosed)	
9	EPF Registration Number (copy to be enclosed)	
10	ESI Registration Number (copy to be enclosed)	
11	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/ partners anywhere in India. (If no, a certificate is to attached in this regard.)	
12	Length of experience in the field	
13	Experience in dealing with Central Education Institutions / Govt. Departments (Indicate the names of the Departments and years of dealing with those Departments and attach copies of contracts orders placed on the agency.)	
14	Whether a copy of the terms and conditions, duly signed, in token of acceptance of the same, is attached.	
15	Whether agency profile is attached?	
16	List of other clients (please attach)	

Signature of the Tenderer with Seal

Name:

Designation:

Address:

Phone No.

Total area covered for the purpose of cleaning Entire campus of around 15 acres including the following building areas (Except hostel & school buildings)

PROFORMA FOR FINANCIAL BID

Sl. No	Floor	No of floors	Area (In Sq.Feet)	Manpower		Material	Rate [Including man power + material + equipment]	Taxes (If any)	Total
				Unskilled	Supervisor (Semi-skilled)				
Schedule – I									
1	RESEARCH BUILDING	4	15060						
2	ANNAI ARUL BUILDING	4	36285						
3	APPAN ARUL BUILDING	4	38811						
4	STAFF LOUNGE	1	727						
5	POWER HOUSE	16	9415						
6	LIBRARY	7	60375						
7	CHANCELLOR RESIDENCE	2	4370						
8	THIRUCHITRAMBALAM AUDITORIUM	2	16186+3100						
9	SHRINE	2	7604						
10	VIVEGANANDA AUDITORIUM	2	3183						
11	BANK GUEST HOUSE	1	2694						
12	NEW GUEST HOUSE	3	10719						
13	INCUBATION CENTRE	1	1500						
14	ADMINISTRATIVE BLOCK	4	45372						
15	HEALTH CENTRE	1	1238						
16	SPECIAL EDUCATION	2	7080						
17	AYYA AVL MEMORIAL HALL	1	1545						
18	HOME SCIENCE BLOCK	4	73422						
19	VEHICLE SHEED (GATE NO 2)	1	3710						

Sl. No	Floor	No of floors	Area (In Sq.Feet)	Manpower		Material	Rate [Including man power + material + equipment]	Taxes (If any)	Total
				Unskilled	Supervisor (Semi-skilled)				
	Schedule – I								
20	VEHICLE SHEED (GATE NO 3)	1	4500						
21	CHEMISTRY DETP. CLASS / STAFF ROOM (VISITORS HALL)	2	1702						
22	ENGINEER OFFICE	1	660						
23	TEXTILE UNIT GATE NO 1	1	1288						
24	ARPANA ILLAM/FINANCE SECTION	1	4183						
25	TOILET BLOCK	4	13657						
26	CNR RAO LABORATORY	1	3010						
27	PLACEMENT BUILDING(near Health Centre)	2	8200						
28	MULTIPURPOSE HALL	1	5000						
29	FOOD COURT	1	5000						
30	BASKET BALL COURT&TENNIS COURT	1	10000						
31	NSS ETI AND GUEST ROOMS & OUT SIDE AREA	2	5000 5000						
	TOTAL								

Note 1: The bidders are requested to visit the location for actual area before quoting.

Note 2: The rate quoted against each items should be inclusive of the indicated manpower and material (in respective appendix)

Signature of Bidder

Office Seal

Sl. No	Floor	Area (In Sq.Feet)	Manpower		Material	Rate [Including man power + material + equipment]	Taxes (If any)	Total
			Unskilled	Supervisor (Semi-skilled)				
Schedule – II								
1	Campus in side roads and adjoining walk ways / foot paths upto 3 meters each side Daily.	100000						
2	Campus out side (compound wall area) cleaning /monthly	700 Sq. MTRS						
3	Residential Quarters & Common Area (AD Block, Home Science block, Shrine area, Canteen area, Finance section, play ground area, etc.)	100000						
4	Open Terrace in all buildings Ayya Mandapam, Food Court III Gate vehicle shed Basket Ball court etc.	97500						
Total								

ANNEXURE- III

ADDITIONAL INFORMATION WITH RESPECT TO PERSONS ENGAGED TO PERFORM THE SAID WORK

Rate per month per Person (inclusive of all incidentals)	
ESI	
Employer's Contribution	
Employee's Contribution	
EPF	
Employer's Contribution	
Employee's Contribution	
Service Charge	
Service Tax	
Consolidated Pay	

Any other points to be mentioned:

Certified that the above quoted rate complies with Minimum Wages Act and all the statutory provisions & rules as applicable. The above rate is inclusive of Service tax or any other statutory levy payable to Government (State/Central).

Signature of Bidder

Office Seal