



## राष्ट्रीय गतिशील दिव्यांगजन संस्थान

### National Institute for Locomotor Disabilities (Divyangjan)

(दिव्यांगजन सशक्तिकरणविभाग, सामाजिकन्यायएवंअधिकारितामंत्रालय,भारत सरकार)

Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India

B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

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Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: [mail@nioh.in](mailto:mail@nioh.in) and web: [www.niohkol.nic.in](http://www.niohkol.nic.in)

## E- TENDER DOCUMENT FOR MANPOWER SUPPLY SERVICE

S N o	Nature Of Work	EMD	Performance Security	Period of Sale of tender document	Last date for submission of tender	Date of Opening of Technical Bid
1	Manpower supply Services  (Area specified in Annexure –II)	48000.00	10% of the Annual Contract value	08-03-2017 To 29-03-2017 up to 10.00 am	29-03-2017 up to 10.00 am	30-03-2017 at 10.00 am



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No. Manpower Supply/2181/E.O/2014/NIOH/

06<sup>th</sup> MARCH, 2017

## TENDER DOCUMENT FOR MANPOWER SERVICES

National Institute for Locomotor Disabilities (Divyangjan) (NILD) invites online tenders through [www.eprocure.gov.in](http://www.eprocure.gov.in) from reputed and experienced Manpower Supply Service Agencies for providing Manpower Supply Services at the above address. The agencies shall contact with Estate Office for inspection of site, work or clarification, if any. The interested agencies are required to go through this Tender Documents with Terms & Conditions and Scope of Work of the Contract before submitted the Tender.

Cost of Tender Paper: **Rs. 1000.00(Rupees one thousand only)** in favour of "National Institute for the Orthopaedically Handicapped", payable at Kolkata, in the form of DD/Pay Order.

Cost of EMD: **Rs.48000/-(Rupees Forty Eighty thousand only)** in the form of Demand Draft/Pay Order in favour of "National Institute for the Orthopaedically Handicapped" payable at Kolkata. Tender Cost and EMD are to be submitted before bid opening date in bellow mentioned address.

"National Institute for Locomotor Disabilities (Divyangjan),  
B.T.Road, Bon-hooghly,  
Kolkata-700090".

The completed Tender documents along with credentials i.e. Registration, Trade License, P.Tax/VAT, IT/ST Clearance etc. shall be submitted online on or before **29-03-2017 at 10.00 a.m.** Scan copy of cost of EMD, Tender Paper should be uploaded along with quotation. This Institute reserves the right to accept or reject any or all the tender papers without assigning any reason, what so ever.

## GENERAL TERMS & CONDITIONS

### A) Eligibility Criteria:

1. The bidder should have satisfactorily executed and completed Manpower Works in last five years ending 31st March, 2016 as.
  - i. One similar work contract of Rs. 23 lacs or more;  
**OR**
  - ii. Two similar work contracts of Rs. 17 lacs or more;  
**OR**
  - iii. Three similar work contracts of Rs.12 lacs or more

b) Similar works means MANPOWER SUPPLY SERVICE works done by the bidder for Institutional Buildings / Educational Institutions, Private Offices or Offices of Government undertakings.

c) The bidder should have average annual financialturnover of Rs.1.00 Crore each year from similar service during the last three years ending 31<sup>st</sup> March 2016 ( to be ascertained from the audited P&L A/c and Balance Sheet as submitted in IT Return).

1. The Tenderer may be proprietary firm, Partnership firm, Limited Company, Corporate body legally constituted, empanelled/registered with appropriate authority who possess the required licenses, registrations, etc.,
2. The Tenderer shall have at least **10 (Ten)** years experience of providing Manpower Supply Services to any Govt./Private Sectors.
3. The Tenderer should have an office in proximity of Kolkata.
4. EPF Registration
5. ESI Registration
6. Service Tax Registration
7. Valid Trade License Registration
8. PAN Card
9. VAT/Sales Tax Registration

### 10. Earnest Money Deposit:

The tenderer should have to submit **₹ 48,000.00** in the form of Bank Draft/Pay order in favour of "NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED" payable at Kolkata. All Tenders must be accompanied with earnest money deposit as indicated above. Tenders without EMD will be summarily rejected. The EMD will be returned to all the unsuccessful tenderers within 15 days after the opening of tender. No interest will be paid for EMD.

### 11. Performance Guarantee:

The successful tenderer will be required to furnish performance guarantee of 10% (ten percent) of the tendered amount, within 7 days from the issue of work order. The EMD submitted by the successful tenderer will be adjusted with the Performance Guarantee. The rest of the amount of this guarantee shall be Demand Draft of any scheduled bank/Pay order of any scheduled bank in favour of "NATIONAL INSTITUTE FOR THE ORTHOPAEDICALLY HANDICAPPED" payable at Kolkata. The Performance Guarantee shall be released after satisfactory completion of the entire contract period without any interest.

## **B) Information and conditions related to submission of Tenders:**

1. The interested agencies/parties shall visit the site and inspect/enquiry the works about Manpower Supply services with Estate Office in all working days/hours.
2. The initial period of contract shall be for 12 months, which may be extended up to 6 (six) months depending upon performance of the agency and at discretion of the Institute.
3. All the pages of the tender documents should be signed by the owner of the firm or his authorized signatory. In case the tender proposals are signed by the authorized signatory, a copy of the power of attorney/authorization may be enclosed along with tender.
4. A copy of the General Terms & Conditions as **Annxure-1** shall be signed on each page and submitted with Tender documents/proposals as token of acceptance.
5. The Tenderer shall pay Tender Security Deposit as EMD Rs.48,000/- in the form of Demand Draft/Pay Order in favour of "**National Institute for the Orthopaedically Handicapped**" payable at Kolkata and drawn on any Nationalized/Scheduled Bank. The tenders documents/proposals received without Earnest Money Deposit (EMD) shall stands rejected and thus shall not be considered for evaluation etc., at any stage.
6. The Tender Security Deposit (EMD) amount shall be returned to the unsuccessful Tenderers after finalization of the Work Order/Contract without any Interest.
7. The successful Tenderer's EMD amount will be deposited in this Institute as Security Deposit, which will be refunded without any Interest after completion of satisfactory Work/Contract.
8. The EMD shall be forfeited, if successful agency fails to undertake the works or fails to comply with any of the terms and conditions of the contract.
9. The Competent Authority of this Institute will decide about the agency to which the offer shall be granted based on the Technicality & quoted rates and any other credibility, etc., the decision of the competent authority shall be final.
10. Affidavit in Rs.50 Stamp Paper that the agency/ Firm has not been blacklisted by any Government/ Semi-Government organization.
11. Affidavit in Rs.50 Non Judicial Stamp Paper that no criminal case registered against the firm/ agency or its owners/ partners anywhere in India.
12. The agency shall check the antecedent of their employees deployed at NILD, Kolkata and ensure that the employees have no past criminal or similar records with the police and with their previous employees.
13. Subletting of contract is not allowed. NILD,Kolkata shall have the right to terminate the contract if contractor sublet the job.

## **C) Terms & Conditions to this Tender:**

1. The Successful Tenderer should be awarded with work and in such case; they have to enter into an agreement with this Institute on amount **Rs.100/-** non-judicial stamp paper (to be provided by the Tenderer) for providing mentioned services.
2. The agency shall submit the order copies of increasing minimum wages as per Govt. of India rules from time to time to the Institute.

3. No child Labour will be entertained. If, the successful agency is not willing to take up the work after finalization, the EMD amount will be forfeited.
4. Any dispute or difference arises between the parties in respect of this Agreement or any matter arising out of this Agreement, the same will be settled across the table.
5. The deployed staff working hours from 9.00 a.m. to 5.30 p.m. in between there will be at 30 minutes Lunch break from 1.00 a.m. to 1.30 p.m.
6. Institute has reserves right to increase or decrease of manpower if any need.
7. If any emergency, the deployed staff shall be do the cleaning for needful as per the requirement. Institute if any need in Manpower Supply services beyond closed holidays or Sundays or office hours, the agency must deploy the Manpower Supply labors as per requirement. Institute will pay that extra duty payment as per minimum wage of Govt of India rule after submission of the relevant bill from the agency.
8. There will be sufficient penalty for your services by yours deployed staff, if found any unsatisfactory services.
9. However, the Authority of this Institute reserves the right to cancel this Agreement at any stage in the event of poor/dissatisfactory performance without assigning any reason what so ever.
10. The personnel of Contractor should have observe only 09 closed days in a calendar year irrespectively of the holidays by the Institute as per the list given by the Institute from time to time . **The 09 closed holidays normally cover Republic day, Independence Day, Deepavali, Christmas, Bakrid, Gandhi Jayanthi , Maha Astami, Vijay Dasami and Holi.**
11. The contract can be terminated by either party i.e NILD, Kolkata or the contracting agency ,by giving three month notice , extendable by mutual agreement till alternate arrangements are made. However, NILD, Kolkata reserves the right to terminate the contract without giving any notice in case the contractor commits breach of any of the terms of the contract.NILD,Kolkata's decision in such a situation shall be final and binding on the contractor.

## **12. Arbitration :**

- a) If any dispute , difference, controversies or claims of any kind whatsoever shall arise between the parties in connection with or arising out of in relation to this Agreement including any question regarding its existence, validity or termination of services, whether before or after the term abandonment, suspension, frustration or breach of this Agreement , the Parties shall seek to resolve any such dispute or difference by amicable mutual consultation and deliberation in good faith within 21 days from the date of intimation of such dispute , difference, controversies claims by one party to the other.
- b) If the parties fail to resolve such dispute or difference, controversies or claim by mutual consultation, then either party may give the other a a formal notice in writing that the dispute , difference, controversies or claim exist specifying its nature, the points in issue and its intention to refer such disputes, differences, controversies or claims to arbitration under the arbitration and conciliation Act 1996 . It is agreed between parties that both parties shall hve the right to appoint arbitrators.
- c) Arbitration shall be held in Kolkata , India and the arbitration proceedings shall be conducted in the English language. The arbitrators will be requested to give their award in 60 days time. The award shall be reasoned award and the same shll be final and binding on the parties. The award shall be entered in the courts at Kolkata and such courts may order enforcement of the ward against the parties and their respective successors and permitted assignees.

- d) The cost and expenses of the arbitration (including, without limitation, the fees of the arbitration, and fees of the arbitration Tribunal) shall be borne by the parties in the manner as specified by the Arbitration Tribunal in its Final Award. In the course of arbitration, both parties shall continue to execute this Agreement in so far as is reasonable practical means. This clause shall survive termination or expiry of this Agreement.
- e) The courts in Kolkata shall have the exclusive jurisdiction.
- f) Labour License :**  
On successful award of the tender the contracting agency has to acquire /arrange for the required labor license at its own cost & responsibilities. However the Institute will only assist by providing necessary document & certification.

**13. Firm Rate :**

THE RATES QUOTED IN THE FINANCE BID IS FULL AND FINAL NO REQUEST OF UPWARD REVISION OF THE RATES WILL BE ENTERTAINED DURING THE TENDURE OF THE CONTRACT.

- 14.** The contracting agency will ensure payment of wages to the staff deployed by it at the Institute ' campus by **seventh day of every month**, irrespective of the fact whether the payment of its bill submitted to NILD, Kolkata has been released by the Institute or not by that date. If seventh day of particular month happen to be holiday , the agency may re required to make payment to wages to its staff on a working day prior to the seventh day of such month.

**15. COMPLIANCE OF STATUTORY OBLIGATIONS :**

- a) The contraction agency will be required to comply with all statutory obligations from time to time emanating from this contract, such as but not limited to , (i) payment of wages as per Minimum Wages Act 1948, and rules thereof in force from time to time; (ii) contributions towards employees provident fund; (ii) registration and contributions towards ESI; (iv) Service Tax, or any other statutory/mandatory requirement from time to time.
- b) In the vent of violation of nay contractual or statutory obligations by the contracting agency, the agency shall be fully and solely responsible for the same. Further , in the event of any action, claim, damages , suit initiated against the Institute by any individual , agency or government authority due to acts of the contracting agency, the agency shall be liable to make good/compensate/indemnify such claims or damages to the Institute. As a result of the acts of the contractor, if the Institute is required to pay any damages to any individual . agency or government authority, the agency would be required to reimburse to the Institute such amount along with other expenses incurred by the Institute or the Institute reserves the right to recover such amount from the payment(s) due to the agency while settling its bills or from the amount of security deposits of the contractor lying with the Institute.

**16. Penalty for inadequate performance :**

SI	Type of Lapse	Penalty in Rupees
1	Worker not in Uniform ( per Person )	100 per person per day
2	Wrong Attendance Record	500 per day
4	Shortfall in staff by more than 10% in a day	200 per day
5	Rude and unpleasant behavior of contractor's personnel with Faculty/Staff/Visitor.	200 per day
6	Rowdiness and/or rioting in campus	500 per day
7	Theft and/or carrying of items unauthorized	500 per day
9	Damage to the Institute property due to negligence	Property value

## **Payment :**

- 1) The payment will be made on monthly basis after the satisfactory work, upon presenting the bills along with reports of satisfactory services and attendance of deployed staff as agreed.
- 2) The payment would be made by A/c Payee Cheque after deducting statutory levies/security deposits as applicable, if any.
- 3) The payments related to Salary, Minimum wages, EPF, ESI, Bonus, or any to your deployed staff shall be maintained by the agency, the relevant receipt copies shall be enclosed along with your monthly Bill.
- 4) No advance payment would be made in any case.

## **D) Other Terms & Conditions to this Tender:**

1. The deployed staff working hours from 9.00 a.m. to 5.30 p.m. in between there will be at 30 minutes Lunch break from 01.30 a.m. to 02.00 p.m.
2. Institute has reserves right to increase or decrease of manpower if any need.
3. There will be sufficient penalty for your services by yours deployed staff, if found any unsatisfactory services.
4. However, the Authority of this Institute reserves the right to cancel this Agreement at any stage in the event of poor/dissatisfactory performance without assigning any reason what so ever..
5. Manpower supplier firm should be registered / licensed manpower supplier firm with labour department Govt.of India for the supply of Unskilled,Semi-Skilled , Skilled and High Skilled manpower.
6. Interested manpower supplier firms may quote their rates for engaging manpower on monthly basis ( Payment will be as per actual basis depending upon working days of Institute )To be employed by them. All the liabilities of supplied manpower directly or indirectly will be the sole responsibility of the manpower supplier firm. The other statutory expenses like Minimum wages, EPF, ESI, Bonus etc will be the responsibility of the supplier.
7. The manpower supplier/firm must fulfill all condition required under labour contract employment act as amended from time to time.
8. The manpower supplier/ firm shall be governed by the laws of India and interpretations in accordance with such laws.
9. Annual Turnover for the last three financial year of similar business duly certified by the Chartered Accountant.
10. The tender should contain satisfactory Performance report from past & present clients.
11. The payment (s) to be made to the contractor is subject to deduction of statutory taxes of any Government as per rules from time to time and will be made after the completion of every month.
12. The contacting agency shall ensure that the manpower deployed in NILD,Kolkata confirm to the Technical specification, age, educational and skill qualification prescribed by National Institute for Locomotor Disabilities ( Divyangjyan), Kolkata. Institute shall have the right to conduct a written / viva/ practical test for all the men supplied by the manpower supplier to assess the competence of the supplied manpower. In case of skilled, semi-skilled and un-skilled found to be incompetent for the job as semiskilled , skilled work he / she will be paid only rate applicable for unskilled worker and subsequently the manpower supplier Agency / Firm will have to provide suitable replacement for the said person.
13. The manpower Agency/Firm should make suitable arrangement for supervision of the manpower supplied and other related work.

14. The manpower supplier Agency / Firm shall be responsible for all injuries and accidents to persons employed by him. And the personal accidents arising out of and during course of their duties by the Agency.
15. In the event of injury, illness or accidents to any worker, NILD, Kolkata will not be liable to pay any compensation. The insurance cover shall include the liability under the Workmen's Compensation Act by the Agency.
16. The manpower supplier agency/Firm shall have to engage the required number of manpower and in case required number is not available on any day, without proper and acceptable reason NILD, Kolkata can impose penalty of manpower supplier/firm maximum of RS.500/- per person per day or as decided by the Director of NILD, Kolkata.
17. The manpower agency/Firm shall in no case pay its employees less than the minimum mandatory rates per day in accordance with the minimum wages fixed by Central Government/ decided by the Institute and a record should be kept in a register, which may be made available for examination by NILD, Kolkata as and when demanded.
18. The manpower supplier Agency/Firm shall not appoint any sub company / agency to carry out work.
19. The manpower supplier Agency/Firm shall maintain a daily attendance register including the number and names of the workers engaged in office for works as per scope of the contract. Also it shall maintain a complaint book, which should be made available as and when required.
20. The manpower supplier Agency/Firm shall maintain all necessary registers and display notice as per mandatory requirement under the law of land.
21. The contract shall commence from the date of receipt of acceptance of the work order which shall be accepted by the manpower supplier firm within not more than 10 days from the receipt of the order or 15 days from the date of said order, whichever is earlier and shall continue till 12 months unless it is curtailed or terminated by NILD, Kolkata.
22. The contract initially will be for a period of One year. However, it can be extended on the same rates, terms & conditions subject to satisfactory work of the contractor till the execution of new contract, whichever is earlier.
23. If the agency/firm wants to rescind the contract voluntarily or otherwise, he is required to give a notice of at least 2 months failing which is amount of the Security Deposit will be forfeited and alternate arrangement will be made at the risk and cost of the agency.
24. If the agency/firm repeatedly violates the terms and conditions of the contract or fails to supply required number of unskilled, semi-skilled, skilled and High Skilled manpower despite NILD, Kolkata having serviced him proper notices, the contract shall be liable to be terminated and Security so deposited shall be forfeited.
25. In case of any damage or loss caused to NILD, Kolkata property by the manpower supplied is found, the same shall be charged from manpower supplier firm. It must be ensured by the manpower supplier firm by submitting an affidavit on non judicial stamp paper of Rs.100.00 stating therein that he will bear the loss out of his won.
26. The loss caused to NILD, Kolkata on account of negligence/dereliction of duties by the employees of the man power supplier firm, shall be established after a joint inquiry comprising the representatives of NILD, Kolkata and manpower supplier firm, and NILD, Kolkata shall be within its right to make it good from the manpower supplier firm.
27. The manpower supplier Agency/Firm shall replace immediately any of its personal who is found unacceptable to NILD, Kolkata because of security risk, in competence, conflict of interest, improper conduct etc. upon receiving a notice from NILD, Kolkata. No association or trade union activity will be allowed to the man power supplied by the agency.



28. The manpower supplier Agency/Firm shall immediately provide a substitute in the event of any person leaving duties to his/her personal reason. The delay in providing a substitute beyond three working days shall attract a pre-estimated agreed liquidated damage at double the minimum wages per day on the man power supplier firm.
29. NILD, Kolkata are not responsible for any dispute of manpower, and the manpower so provided shall not be in any way be the employee of NILD, Kolkata.
30. For all intents the manpower supplier firm shall be the "Employer" within the meaning of different labour Legislations in respect of manpower so employed in NIOH, Kolkata. The persons deployed in NIOH, Kolkata shall not have claims of master and servant relationship nor have any principal and relationship with or against the competent authority.
31. In case of termination of the contract on its expiry or otherwise, the persons employed by the manpower supplier firm shall not be entitled to any and will no claim for any absorption not for any relaxation for absorption in the regular/otherwise capacity in NILD, Kolkata.
32. The required strength of manpower under various categories is indicative only. However, the deployment shall be as per actual requirement to be decided in consultation with the manpower supplier firm and any increase or decrease in the actual deployed strength shall increase/reduce the payment to be made proportionately.
33. The unskilled, semi-skilled, skilled and High Skilled manpower presently working in NILD, Kolkata of daily wage/contract basis may engage by the manpower supplier firm as per his own terms and condition. NILD, Kolkata will no way be responsible for the same. In case of dispute for nonpayment of wages to the supplied manpower or any other dispute, the payment due to manpower supplier firm can be withheld till the statement of the disputes by the NILD, Kolkata or on the order of the court of law.
34. Notwithstanding the above, NILD, Kolkata reserves the right to Accept or reject all tenders at any time prior to award of contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever to the affected bidder(s).
35. The age of deployed staff should be minimum 18 years and maximum 45 years only.
36. The Agency should provide two sets of Uniforms and shoes to their deployed staff and Identity card.
37. **The estimated cost shown in BOQ is comprising of Revised minimum wages +VDA for 26 days, EPF, ESI, Bonus, Uniform washing Allowance as per Govt of India rule, Excluding service charges or any other charges what so ever.**

**i) Payment:**

1. The payment will be made on monthly basis after the satisfactory work, upon presenting the bills along with reports of satisfactory services and attendance of deployed staff as agreed.
2. The payment would be made by A/c Payee Cheque after deducting statutory levies/security deposits as applicable, if any.
3. The payments related to Salary, Minimum wages, EPF, ESI, Bonus, or any to your deployed staff shall be maintained by the agency, the relevant receipt copies shall be enclosed along with your monthly Bill.
4. No advance payment would be made in any case.

### QUALIFICATION AND EXPERIENCE PRESCRIBED FOR VARIOUS WORKERS

SI NO	Categories	Eligibility
1	<b>UNSKILLED</b>	Helper,Mali,Peon,Cook-Helper,Electrician Helper, Plumber Helper, Manual manpower, Carpenter Helper,Watchman.
2	<b>SEMI-SKILLED</b>	Electrician, Cook, Lab Attendant, Plumber, Senior Mali, Supervisor, Electric Meter Reader, Carpenter, Medical Attendant
3	<b>SKILLED</b>	Junior Assistant, Data Entry Operator, Office Assistant , Accounts Assistant and Guest House Assistant.
4	<b>HIGH SKILLED</b>	Supervisor, Care taker and coordinator.

### QUALIFICATION AND EXPERIENCE PRESCRIBED FOR VARIOUS WORKERS

SI NO	Categories	Eligibility
1	<b><u>UNSKILLED</u></b> Helper,Mali,Peon,Cook-Helper,Electrician Helper,Plumber Helper,Manual manpower, Carpenter,Watchman.	Minimum 8 th Passes and have at least one year experience in relevant job in any Government Organization.
2	<b><u>SEMI-SKILLED</u></b> Electrician,,Cook, Lab Attendant, Plumber, Senior Mali, Supervisor, Electric Meter Reader, Carpenter, Medical Attendant	Minimum 10 th Pass or fail Certificate of vocational training / license (for technical job must complete ITI course and 2 years Experience in relevant field) and have knowledge to read and write English with 1 year experience in public/private/central/state government officers for non-technical.
3	<b><u>SKILLED</u></b> Junior Assistant,Data Entry	Minimum 10th Pass. Should have minimum technical or

	Operator, Office Assistant, Accounts Assistant and Guest House Assistant.	clerical experiences must.
4	<b><u>HIGHLY SKILLED</u></b> Supervisor, Care taker and coordinator.	Minimum Graduate from any recognized University.. Proficiency of typing speed not less than 35 wpm. Experience in Data Entry in MS Office. Proficient in Drafting, according, Preparation of bill etc. Having three years experience in clerical job. Experience must be submitted.

**Scope of work :**

<b>SI N o</b>	<b>Category</b>	<b>Requirement of staff</b>	<b>Involving Activities</b>
1	Un-skilled	02 Nos	Xeroxing, File moving, Office order & circular distributing, and Guest house, Hostel and maintenance works.
2	Semi-Skilled	05 Nos	Hostel Attender, Supervising the works, To help the Carpenter & Electrical works and surgical and modified shoe making, padding and other related leather works etc.
3	Skilled	09 Nos	To attend the carpenter & electrical works independently, To care of Hostel In charge and Office file works etc.
4	High Skilled	01 No	To supervising labours, maintain the registers, files, processing the bills and take the responsibilities of the section/departments and etc.

**DELCLARATION**

1. I , ----- Son / Daughter of Shri.-----  
----- Perpetrator / partner / Director / Authorized Signatory of -----  
----- is / am competent to sign this declaration and execute this tender documents.
  
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.
  
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/ we , am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

**Signature of Authorized Person**

**Full Name**

**Date :**

**Place :**

**Company's Seal**

**N.B: The above declaration , duly signed and sealed by the authorized signatory of the company, should be enclosed with Technical Bid.**



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### National Institute for Locomotor Disabilities (Divyangjan)

(दिव्यांगजन सशक्तिकरणविभाग, सामाजिकन्यायएवंअधिकारितामंत्रालय,भारत सरकार)

Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India

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#### FINANCIAL BID FOR MANPOWER SUPPLY SERVICES AT NILD, KOLKATA.

#### Notes :

1. Only one bid value shall be quoted and it shall not be bifurcated in any manner.
2. As per the Govt. Notification 06/2014 dated 11/07/2014 educational Institute in exempted from the ambit of Service Tax for Manpower Supply Services.
3. There is no exclamation in the service charge in the entire contract period.
4. Separate rate or amount should not be quoted for uniform and shoes failing which the tender stands automatically disqualified.
5. The quoted rates shall not be less than existing Minimum wages of Govt. of India.
6. Evaluation of financial bid will be considered for total amount quoted only.