



**GOVERNMENT OF KARNATAKA
WATER RESOURCES DEPARTMENT**

**OFFICE OF EXECUTIVE ENGINEER,
WRDO, GAUGING DIVISION NO-2,
BAGALKOT,**

Telephones: 08354 -297367 email: eegdbgk@gmail.com

INVITATION FOR TENDER UNDER NHP

No:WRDO/GD-2/NHP/TN/MANPOWER/2021-22/

Date:01-10-2021

1. The Executive Engineer Gauging Division No-2 Bagalkot invites tender for **“Providing man power of different category to SPMU office under NHP for the year 2021-22 and 2022-23.”** as per the Karnataka Transparency in Public Procurement Act 1999 and Rules 2000 through electronic tendering system (e-tender) from eligible firms/ agencies.
The renderers are required to submit tenders only through e-procurement portal of Government of Karnataka (<http://www.eproc.karnataka.gov.in>)
2. The Tenderers who fulfill the following conditions only need to apply:
 - a. The Tenderer should have satisfactorily executed at least one order for the services quoted for.
 - b. The Tenderer on whom order/ orders were placed and subsequently cancelled or therefore closed by any Department of Government of Karnataka or Public Sector undertakings in the last 5 years due to unsatisfactory performance need not apply.
3. Tenders must be accompanied by earnest money deposit which will paid online through e-Procurement portal as mentioned . Tenders must be accompanied by the earnest money deposit specified for the work in the table below. Earnest money deposit will have to be in any of the forms as per the instructions in the e-procurement portal and shall have to be valid for 180 days beyond the validity of the tender.
4. Tender documents may be downloaded from Government of Karnataka e-Procurement website <https://eproc.karnataka.gov.in/eportal/index.seam> under login for Contractors:
5. Tenders must be electronically submitted (on-line through internet) with in the date and time published in e-procurement portal. Tenders will be opened at prescribed time and date in the e-procurement portal.
6. Department Reserves the right to accept/ reject any application or cancel the Tender process without assigning any reason whatsoever.



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2.0 SCHEDULE OF EVENTS

BID REFERENCE: **WRDO/GD-2/NHP/TN/MANPOWER/2021-22/**

Date: 01-10-2021

DATE OF ISSUE OF TENDER DOCUMENT : **1.10.2021**

LAST DATE FOR THE ISSUE OF TENDER DOCUMENT : **21.10.2021**

LAST DATE FOR RECEIPT OF TENDER DOCUMENT : **22.10.2021**

TIME AND DATE OF OPENING OF THE TENDERS : **25.10.2021**

PLACE OF OPENING OF TENDERS : OFFICE OF THE EXECUTIVE ENGINEER,
GAUGING DIVISION NO-2 NAVANAGAR
BAGALKOT. PIN CODE- 587103

ADDRESS FOR COMMUNICATION : OFFICE OF THE EXECUTIVE ENGINEER,
GAUGING DIVISION NO-2 NAVANAGAR
BAGALKOT. PIN CODE- 587103

3.0 QUALIFYING REQUIREMENTS.

- a) The Agency should have valid license from the labour department Govt. of Karnataka under Labour Act.
- b) If its a firm, copy of firm registration certificate from competent authority should be enclosed.
- c) The Agency should have enrolled their Agency in the Provident Fund Department under Employees Provident Fund Act 1952.
- d) The Agency should have enrolled their Agency in the Employees State Insurance Department under Employees State Insurance Act 1948.
- e) The Agency should have enrolled their Agency under Service Tax Rules and the Agency should furnish PAN based Service Tax code No. issued under Service

Tax rules, Rule 4. Should submit attested copies of registration certificates of Service Tax (GST) along with latest challan,

- f) The Agency should have Income Tax returns for the last 5 years and PAN number.
- g) Agency should have at least three years experience in providing manpower services to major Undertakings/Boards, Public Sector Companies or Government Departments.
- h) Agency shall comply with all the provisions under Karnataka Minimum Wages Act, Labour Laws such as EPF, ESI, and Payment of Wages etc. and provide the necessary proof of its compliance every month together with his bill. He shall comply with all the statutory requirements.
- i) The agency should be in a position to provide tendered Number of manpower services to Executive Engineer office immediately from the date of detailed work award.

The original documents should be produced for verification at any stage of tender process as and when sought for, failing which, the bids are liable for disqualification.

4.0 GENERAL INSTRUCTIONS & ENCLOSERS:

1. The Executive Engineer Gauging Division No-2 Bagalkot will receive the Tenders in respective of Services to be provided.
2. All the Tenders shall be prepared and submitted in accordance with these instructions.
3. Tenders will not be accepted after the time and date fixed for the receipt of tenders as set out in the Tender Notice or subsequent extensions if any.
4. Tenders shall be submitted through e – portal only.
5. The Tenders shall contain the manpower services provided along with tender drawing certificates, references of major Undertakings/ Boards and Government Departments.
6. In addition to the certificates mentioned in the Notification the Tenders shall also contain attested copies of registration certificates of Service Tax(GST) along with latest challan, Income Tax returns for the last 5 years and PAN number.

5.0 PROCEDURE FOR SUBMISSION OF TENDER

Tenderer shall submit the Bid electronically before the submission date and time published in e procurement portal.

6.0 DEPOSIT

6.1 EARNEST MONEY DEPOSIT

Tender Transaction fee and Earnest Money Deposit.

Bid security not required however, a Bid-Securing Declaration shall be required.

6.2 Security deposit

Within 20 days of receipt of the Letter of Acceptance, the successful Tenderer shall deliver to the Employer a Security deposit in any of the forms given below for an amount equivalent to 5 % of the Contract price :

- Demand draft,/Pay Order in favour of Executive Engineer Gauging Division No-2 Bagalkot payable at bagalkot or

- Specified Small Savings Instruments pledged to Executive Engineer Gauging Division No-2 Bagalkot

7.0 TENDERER TO GET INFORMED HIMSELF FULLY

The tenderer shall be deemed to have carefully examined the terms and conditions before tendering the work.

8.0 TERMS AND CONDITIONS

8.1 The agreement shall come into force from date of work order and the duration of this agreement shall be up to end of Two years unless otherwise indicated by the Executive Engineer for the extension or cancellation without assigning any reason whatsoever.

8.2 The Agency shall provide a total of Account Clerk-1 Nos, Computer Data Entry Operator -02Nos, Group D Worker-04Nos and Driver- 2 Nos to SPMU office NHP Bengaluru

8.3 The Agency shall provide uninterrupted service to the Department.

8.4 The bidder shall not quote

(a) Less than Rs.17505.0 (EPF included) for Account Clerk per month

(b) Less than Rs.18956.0 (EPF and ESI included) for Computer Data Entry Operator per month

(c) Less than Rs.18303.0 (EPF and ESI included) for Group D Worker per month

(d) Less than Rs.19780.0 (EPF and ESI included) for Driver per month

(d) GST shall be paid separately.

(e) Service charges should be quoted separately.

The bidders who quote amount less than the above mentioned wages will be disqualified.

8.5 The prices quoted shall be “Firm basis only” and no enhancement in prices is allowed during the contract period.

8.6 The prices shall be quoted in compliance of the relevant provisions under Labour Laws.

8.7 Agency shall comply with all the provisions under Karnataka minimum wages Act, Labour Laws such as EPF, ESI, Minimum Wages, Payment of Wages etc., and provide the necessary proof of its compliance every month together with his bill. He shall comply with all the statutory requirements.

- 8.8 The agency will be responsible for the discipline of the staff employed by them as per Conduct Rules and Regulations.
- 8.9 The employees engaged by the agency will be in the employment of the Agency only and not of the Division office. The Agency will be responsible for payment of Minimum Wages as per the providing Government Notification No. KAE 152 LMW 2008 dated 12-02-2011 Published in Gazette dated 17-03-2011 or Rate as per latest G.O and other service benefits under the various Labour Laws applicable to its personnel posted as mentioned below:
- a. The Agency shall not pay wages and other allowances to their employees below the rates of minimum wages fixed by Government from time to time. The prevailing rate of wages as per Notification mentioned supra. In the event of revision of wages or revision of VDA pursuant to the hike or decline, in the CPI Index, the increased wages and increase or decrease in VDA shall have to pay during the currency of agreement.
 - b. Agency shall provide weekly holidays, National and festival Holidays and leave with wages and other benefits as per Karnataka Shops and Commercial Establishment Act 1961.
 - c. The Agency shall pay the gratuity and bonus as per the provisions of the Payment of Bonus Act, 1965 and Payment of Gratuity Act 1972.
 - d. All other benefits required to be extended under various labour statutory enactments.
- 8.10 The Agency shall provide extra person if desired by the Executive Engineer Gauging Division No-2 Bagalkot during the period of this agreement at the rates already agreed in this contract.
- 8.11 The Agency shall arrange subject to the provisions contained herein to safeguard the documents, appliances and property of the entire Division
- 8.12 Only well-trained, disciplined and honest personnel will be appointed for duty. They will perform their duties to the satisfaction of the Concerned Officers . A representative of the Agency will report at least once in a week for co-ordination with the departmental officer.
- 8.13 The Agency accepts the responsibility for all acts of commission or omission of its employees in relation to assets directly handed over and personally guarded by the staff. Payment of damages, if any will only be made if the negligence of workers is conclusively proved.
- 8.14 The workers provided by the agency to the department are in case found to be indulging in any undesirable or unfair activities in the premises of the office, the agency will solely be responsible for all the consequences apart from the liberty of department to lodge complaints before appropriate authorities.

- 8.15 The Department(s) shall not employ the personnel of the AGENCY for manual labour, or any other task not connected.
- 8.16 The agency shall ensure that none of their employees will be a member of any of the Employees Union(s) either of any of the Employees of the Departments housed at SPMU or the Central union of Government employees, or take any interest in their activities.
- 8.17 Mode of payment will be monthly, paid by the Project Director, National Hydrology Project, WRDO, Bangalore under the head of Account-NHP and would be paid on availability of fund. Payments to the AGENCY will be through Online Portal (PFMS). It is the responsibility of the AGENCY to produce previous months ESI, PF contribution receipts and salary Acquaintance as per the Minimum Wages Act of the employees along with the bill for payment. This will be strictly adhered to before making payment.
- 8.18 This agreement will be in force for a period of 2 years from the date of execution and can be terminated by one-month notice on either side.
- 8.19 After the expiry of the agreement period, the service need not be continued taking as deemed extension of period.
- 8.20 Any dispute arising out of this agreement or that, which may arise in future, will be resolved by taking recourse to mutual settlement in the first instance, failing which the dispute will be subject to Bagalkot Jurisdiction only. Project Director, National Hydrology Project, WRDO, is entitled to withhold payments due to the AGENCY in case of dispute till it is resolved.
- 8.21 The workers so employed on contract basis to the SPMU office will not be treated as employees of the Department.
- 8.22 The AGENCY shall strictly comply with the terms and conditions of agreement. In case of violation of any of the terms, the agreement shall be liable for cancellation with one-month prior notice.

FINANCIAL BID

NAME OF WORK: **Providing man power of different category to SPMU office under NHP for the year 2021-22 and 2022-23**

Bidder shall furnish the following salary and other particulars.
(Bidders should Fill & Upload the Financial Bid in company/Agency letterhead separately for **Account Clerk**.)

Sl No.	Particulars	Monthly wage Account Clerk
1.	Minimum Wage (Including VDA)	Rs. 15058.0
2.	Contribution towards EPF (13 % on max Rs.15000)	Rs. 1957.57
3.	Contribution towards ESI (3.25%)	Rs. 489.39
	Total	Rs. 17505.00
4.	Service Charges of Firm / agency in Percentage	
	Total	Rs.
5.	GST @ 18 %	Rs.
	Grand Total	Rs.
Rupees in words :		

Note: The bidders who quote less than the latest Karnataka minimum wages Act will be disqualified. The prices quoted shall be "Firm basis only" and no enhancement in prices is allowed during the contract period.

SIGNATURE:

NAME & DESIGNATION:

COMPANY SEAL:

COMPANY:

FINANCIAL BID

NAME OF WORK: **Providing man power of different category to SPMU office under NHP for the year 2021-22 and 2022-23**

Bidder shall furnish the following salary and other particulars.
(Bidders should Fill & Upload the Financial Bid in company/Agency letterhead separately for **Computer operator**)

Sl No.	Particulars	Monthly wage Computer operator
1.	Minimum Wage (Including VDA)	Rs. 16306.00
2.	Contribution towards EPF (13 % on max Rs.15000)	Rs. 2119.78
3.	Contribution towards ESI (3.25%)	Rs. 529.95
	Total	Rs. 18956.00
4.	Service Charges of Firm / agency in Percentage	
	Total	Rs.
5.	GST @ 18 %	Rs.
	Grand Total	Rs.
Rupees in words :		

Note: The bidders who quote less than the latest Karnataka minimum wages Act will be disqualified. The prices quoted shall be "Firm basis only" and no enhancement in prices is allowed during the contract period.

SIGNATURE:

NAME & DESIGNATION:

COMPANY SEAL:

COMPANY:

FINANCIAL BID

NAME OF WORK: **Providing man power of different category to SPMU office under NHP for the year 2021-22 and 2022-23**

Bidder shall furnish the following salary and other particulars.
(Bidders should Fill & Upload the Financial Bid in company/Agency letterhead separately for **Group D**)

Sl No.	Particulars	Monthly wage Group D
1.	Minimum Wage (Including VDA)	Rs. 13826.0
2.	Contribution towards EPF (13 % on max Rs.15000)	Rs. 1797.98
3.	Contribution towards ESI (3.25%)	Rs. 449.35
	OT	Rs. 2230.0
	Total	Rs. 18303.0
4.	Service Charges of Firm / agency in Percentage	
	Total	Rs.
5.	GST @ 18 %	Rs.
	Grand Total	Rs.
Rupees in words :		

Note: The bidders who quote less than the latest Karnataka minimum wages Act will be disqualified. The prices quoted shall be "Firm basis only" and no enhancement in prices is allowed during the contract period.

SIGNATURE:

NAME & DESIGNATION:

COMPANY SEAL:

COMPANY:

FINANCIAL BID

NAME OF WORK: **Providing man power of different category to SPMU office under NHP for the year 2021-22 and 2022-23**

Bidder shall furnish the following salary and other particulars.
(Bidders should Fill & Upload the Financial Bid in company/Agency letterhead separately for **Driver**)

Sl No.	Particulars	Monthly wage Driver
1.	Minimum Wage (Including VDA)	Rs. 14942.0
2.	Contribution towards EPF (13 % on max Rs.15000)	Rs. 1942.46
3.	Contribution towards ESI (3.25%)	Rs. 485.62
	OT	Rs. 2410
	Total	Rs. 19780.0
4.	Service Charges of Firm / agency in Percentage	
	Total	Rs.
5.	GST @ 18 %	Rs.
	Grand Total	Rs.
Rupees in words :		

Note: The bidders who quote less than the latest Karnataka minimum wages Act will be disqualified. The prices quoted shall be "Firm basis only" and no enhancement in prices is allowed during the contract period.

SIGNATURE:

NAME & DESIGNATION:

COMPANY SEAL:

COMPANY: