TENDER FOR OUTSOURCING OF SUPPLY OF MANPOWER UNDER UNSKILLED CATEGORY ON CONTRACT BASIS FOR HOUSEKEEPING AND CLEANING SERVICES AT STATE BANK OF INDIA, MAIN BRANCH, BHADRA LAL DARWAZA, AHMEDABAD

Name of The Tenderer: ..........................................................
Address: ........................................................................
........................................................................
........................................................................
GSTIN: ........................................................................
IMPORTANT INSTRUCTIONS TO THE BIDDERS:
The Bidders are advised to note and ensure compliance of the following while quoting their rates:

1. The rates quoted shall be inclusive of all Taxes/levies/charges but excluding GST.

2. If at any stage of work it is found that the Contractor is not paying minimum wages to the workers, the SBIIMS/SBI reserve rights to discontinue services as per terms of contract.

3. The quote should include prescribed minimum wages per month inclusive of all statutory requirements as per the Minimum Wages Act of 1948.

4. Please note that the rate quoted for profit and supervision charges, Consumable items, Uniform, Shoes, Seasonal outfits etc. shall remain fixed during the contract period. However, minimum wadges shall be revised as per Ministry of labour, Government of India notification for the minimum wages.

5. All payment shall be subject to Statutory deductions towards TDS etc. as applicable during currency of contract.

6. Monthly payment to the manpower employed by the contractor must be paid either through cheque or by crediting in their Bank accounts and copy of payment details must be enclosed along with the monthly bill raised by the contractor to the Bank.

7. The contractor should enclose the copy of the details of monthly wages payment, EFP, ESI and other statutory component along with the monthly bill raised to the Bank.

SIGNATURE OF CONTRACTOR WITH SEAL

NAME
ADDRESS
### TENDER FOR OUTSOURCING OF SUPPLY OF MANPOWER UNDER UNSKILLED CATEGORY ON CONTRACT BASIS FOR HOUSEKEEPING AND CLEANING SERVICES AT STATE BANK OF INDIA, MAIN BRANCH, BHADRA, LAL DARWAZA, AHMEDABAD

(Price Bid)

### SUMMARY OF PROJECT COST

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Reference</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Monthly Cost of Manpower</td>
<td>Price Schedule-1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Monthly Contractor’s Profit and Supervision charges</td>
<td>Price Schedule-2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Monthly Contractor’s charges on cleansing materials</td>
<td>Price Schedule-3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Monthly charges on uniform, shoes and seasonal outfits etc.</td>
<td>Price Schedule-4</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Total Monthly Charges (In Figure) Sub Total</td>
<td>(A)</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Total Annual Charges (In Figure) Sub Total</td>
<td>B=AX12</td>
<td></td>
</tr>
</tbody>
</table>

**Total Charges (In Words):** Rupees. ...........................................
..........................................................
..........................................................
..........................................................

**SIGNATURE OF CONTRACTOR WITH SEAL**

**NAME**

**ADDRESS**
**MANPOWER COST : PRICE SCHEDULE-1**

<table>
<thead>
<tr>
<th>S. NO.</th>
<th>Category</th>
<th>Type</th>
<th>Manpower Required</th>
<th>Min. Wages Per Worker Per Day Considered As Per Latest Circular of Central Government for Minimum Wages Act for building operation category under Area &quot;A&quot; (Copy to be attached)</th>
<th>Statutory Components</th>
<th>Total Min. Wages Per Manpower Per Day Prevailing as on Date of Tender</th>
<th>Total Minimum Wages Per Day Per Manpower Quoted by the Vendor including other statutory obligations/compliances as per minimum wages act</th>
<th>Total Monthly Wages in (RS.) considering 26 working days</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Basic</td>
<td>DA</td>
<td>Total of Basic + DA</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EPF @ 13.0% of (7)</td>
<td>ESI @ 3.25% of (7)</td>
<td>Bonus @ 8.33 of (7)</td>
</tr>
</tbody>
</table>

|       | **Note:**                                                                 |                                                                                                           | **TOTAL**                                                        |                                                                                                                        |
| 1.    | In case, the rate quoted under column (12) is less than the Minimum Wages evaluated in column (11) the tender shall be summarily disqualified. |                                                                                                           |                                                                                                                        |
| 2.    | If the amount quoted by the bidder in the Price Bids is unreasonable/unrealistic or with Zero Profit Margin, the SBIMS reserves the right to reject such bids. |                                                                                                           |                                                                                                                        |
| 3.    | Contractor to submit a copy of the latest Circular published by the competent authority in support of minimum wages prevailing as per Central Govt. |                                                                                                           |                                                                                                                        |
| 4.    | Payment shall be made as per actual number of days of deployment of manpower. |                                                                                                           |                                                                                                                        |
| 5.    | The Manpower considered in the tender is approximate. Any increase/ decrease in the number will accordingly add/ reduce the amount. |                                                                                                           |                                                                                                                        |

**SIGNATURE OF CONTRACTOR WITH SEAL**

**NAME**

**ADDRESS**
### PRICE SCHEDULE-2

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>-1</td>
<td>Contractor's Profit and Supervision Charges</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
</tr>
<tr>
<td>1</td>
<td>Contractor's Profit and Supervision Charges</td>
<td></td>
<td>Lumpsum</td>
<td>Per Month</td>
</tr>
</tbody>
</table>

**TOTAL Amount (Rs.)**

SIGNATURE OF CONTRACTOR WITH SEAL

NAME

ADDRESS
## PRICE SCHEDULE-3

### SUPPLY OF CLEANSING MATERIAL PER MONTH (APPROXIMATE)

<table>
<thead>
<tr>
<th>S No</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>UNIT</th>
<th>Rate (Rs.)</th>
<th>Amount (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Handwash liquid soap of Dettol/Savlon/Lifebuoy/Godrej.</td>
<td>10</td>
<td>Ltrs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Wash Room Cleaning Chemical (Stain remover) of Harpic (Red)/Taski/Trends/Gala</td>
<td>5</td>
<td>Ltrs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Floor Cleaning Chemical of Harpic/Taski/Trends/Gala</td>
<td>5</td>
<td>Ltrs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Soft Broom of Gala/Kleenal or equivalent approved by the Bank</td>
<td>6</td>
<td>No.s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Hard Broom of Gala/Kleenal or equivalent approved by the Bank.</td>
<td>3</td>
<td>Nos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Naphthalene Balls (White) of Seven Star/Sunny/Odonil</td>
<td>1</td>
<td>Kg.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Wet Mop Refill of Gala/Kleenal or equivalent approved by the Bank</td>
<td>3</td>
<td>No.s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Check Duster of approved quality (12) Yellow Duster of approved quality (12) Floor Duster of approved quality (6)</td>
<td>30</td>
<td>No.s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Toilet disinfection Chemical of Phenyl (Black) of Lizol/Domex/Walker</td>
<td>6</td>
<td>Ltr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Scrub of Scotch Brite or equivalent approved by the bank.</td>
<td>5</td>
<td>Nos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Toilet Brush Gala/Kleenal or equivalent approved by the Bank</td>
<td>5</td>
<td>No.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Glass Cleaning Chemicals of Colin or equivalent approved by the Bank</td>
<td>3</td>
<td>Ltrs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Naphthalene Balls (Colours) of Sunny/Odonil</td>
<td>1</td>
<td>Kg.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Room spray (odonil or equivalent)</td>
<td>5</td>
<td>No.s</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL AMOUNT (Rs.)**

**Note:**
(i) The amount quoted for the above cleaning materials should not be less than Rs. 6,500/-, otherwise their bid will be rejected. Contractor has to show the above materials to the concerned officer at SBI, Main Branch, Bhadra, Ahmedabad and obtain their signature on consumable item's purchased bill and submit the same along with the monthly bill to SBI, Main Branch, Ahmedabad for payment.

(ii) The Branches/quantities of materials are approximate. Any increase/decrease in their number will accordingly add/reduce the quoted amount.
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Uniform, Shoes, Apron etc.</td>
<td></td>
<td>Lumpsum</td>
<td>Per month</td>
</tr>
<tr>
<td></td>
<td>Monthly Charges Towards Uniform,</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Shoes, Seasonal Outfit, Apron, cap</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>etc.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>TOTAL Amount (Rs.) (GST Extra)</td>
</tr>
</tbody>
</table>

SIGNATURE OF CONTRACTOR WITH SEAL

NAME

ADDRESS