

Financial Bid for providing AMC for Housekeeping & Cosmetic Maintenance, Horticulture (garden & potted plants), Pest Control Treatment and Supply of Manpower at IIG Panvel and Colaba campuses

(A) Financial Bid for providing Manpower Services at IIG Panvel and Colaba Campus:

Classification of Area – A						
	Organizational Category/Schedule of Employment	Sweeping and Cleaning	Agriculture	Construction or road runways and building operation Rates		
	Labours	Unskilled - MTS (sweeping and cleaning-15 Nos.)	Semi-Skilled (Mali - 6)	Unskilled (Helpers/Peon- 3 Nos. /Canteen Helpers-2 Nos.)	Skilled (Guest House Attendant-3 Nos., DEO - 4 Nos.)	Semi-Skilled (Driver - 1 No.)
	PANVEL STATION	12	6	4	6	0
	COLOABA STATION	3	0	1	1	1
O	TOTAL NO OF LABOURS	15	6	5	7	1
A	BASIC	523	364	523	637	579
B	VDA	35	25	35	42	38
C	Total :-(Basic+VDA) A+B	558	389	558	679	617
D	Wages per month = (Basic+ VDA) x 26 (C*26)	14508	10114	14508	17654	16042
E	*** Add profit , overheads /service charges, Admin.charges, tools & plants, uniforms, washing allowance, raincoats/umbrella, tools & sundries, etc. ---% of (D*----%)					
F	Wages per month per labor (D+E)					
G	Add for PF=----13----% of D	1886.04	1314.82	1886.04	2295.02	2085.46
H	Add for ESIC=----4.75----% of D	689.13	480.415	689.13	838.565	761.995
I	Bonus per month= Rs.7,000 ÷ 12 or 'D'(wages per month)÷ 12, which ever is higher	1208.52	842.50	1208.52	1470.58	1336.30

J	Total of PF + ESIC + Bonus (G+H+I)	3783.69	2637.73	3783.69	4604.16	4183.75
K	Total F+J					
L	Estimated cost for respective nos. of labors per month (KxO)					
M	Cost of labor per annum (12XL)					
N	Add for GST 18% of M					
P	Total COST (M+N)					
Q	GRAND TOTAL COST					

*** Mention percentage as NIL consideration in row E towards service charges becomes null and void and will be rejected as per order from Ministry of finance circular No. 29(1)/2014. PPO dt. 28.01.2014

Part - B

I / We M/s. -----submit a financial bid for Rs.
Rupees ----- only) as a overall
charges.

Note:

- 1 Financial bid has to be strictly filled up as per the column and format provided by the Institute in Part A
- 2 Any tender filled in, other than above format in Part A with alteration or addition/deletion of column or change in percentage of the a statutory payments will be rejected on the spot of opening of financial bid. No explanation will be entertained in this regards.
- 3 Contractor has to attach the copy of current minimum wages circular / notification
- 4 Fixed Charges: All other charges other than mentioned in the variable charges, shall be fixed.
- 5 All payments towards the employees such as wages & bonus has to be paid to their individual bank account only and copy of the same has to be attached with the bill. The copies of PF, ESIC, GST challans/invoices has also to be attached along with the bills in respect of labour deployed for the previous month.
- 6 The rates of minimum wages to be paid to all labours by the bidders shall not be less than the current minimum wages as notified by Office of the Chief Labour Commissioner (C) , Government of India, Ministry of Labour & Employment vide notification No. 1/38(1)/2018 LS- II dated 28.09.2018. Bidding the labour rates lesser than the current minimum wages as per the aforesaid order will be rejected.
- 7 If the firm quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.
- 8 Service charges including agencies profit and overhead, administrative charges, tools, plants and equipments and two sets of uniforms and rain coat etc. quoted by the firm/agency/company would be fixed for the entire period of contract. Only increase in VDA will be considered.

- 9 Bonus shall be paid as per the Payment of bonus (Amendment) act 2015 No. 6 of 2016, published in the Gazette of India as extraordinary part II
- 10 EPF and ESIC shall be paid as per the current rates and will be reimbursed to the firm at actual basis.
- 11 GST or any other tax on material/Service in respect of this contract shall be payable by the contractor and shall submit proof for GST returns to the Institute within three months. The same will be reimbursement to the contractor if it is found that the same is genuinely paid by the agency to the Govt.
- 12 At source taxes will be deducted as applicable.

Sign and Seal of the Agency

Date:

(B) Quote for Supply of Material for Housekeeping and cosmetic maintenance

No.	Items	Unit	Quantity	Basic Rate Rs. Per Unit	Amount in Rs.
1	Phynel(sunny or equivalent make)	ltr	30		
2	Liquid soap (lifebuoy / dettol / of equivalent make)	ltr	18		
3	Refill mop	nos.	28		
4	Refill sticks	nos.	5		
5	Odopic powder	kgs	2		
6	Wheel powder	kgs	10		
7	Napthaline balls	kgs	4		
8	Colour cubes	packets	25		
9	Dry mop set	nos.	5		
10	Toilet brush	nos.	9		
11	Soft broom	nos.	10		
12	Hard broom	nos.	10		
13	Glass cleaner (colline / of equivalent make)	ltrs	5		
14	Chex cotton dusater cloth	nos.	35		
15	White duster	nos.	5		
16	Floor duster	nos.	5		
17	Glass wiper	nos.	10		
18	Floor wiper	nos.	10		
19	Cobs sticks (ceiling broom)	nos.	5		
20	Paper roll	nos.	40		
21	Tissue paper	box	5		
22	Room freshener	nos.	6		
23	Spray bottles	nos.	5		
24	Dettol / equivalent antifungal (200ml)	bottles	4		
25	Buckets (20 ltrs)	nos.	2		
26	Buckets (5 / 7 ltrs)	nos	2		
27	Dettol / equivalent hand wash	nos.	1		
28	Odonil Toilet freshener	nos.	35		
29	Bleaching powder	kgs.	1		
30	Pump	Nos	5		
31	Garbage Bage	packets	5		
32	Mop Clip	nos.	2		
33	Katha	packets	2		
34	Harpic	Nos	15		

35	Supli	Nos	2		
36	Chuna Lime	Nos	3		
A	Basic total cost of supply of materials per month including profit and overhead Rs.				
B	Basic total cost of supply per year = A x 12				
C	Add for GST -18% of B				
D	Total cost of supply per year including profit and overheads (B+C) Rs.				

(C) a. Quote for Supply of Material for horticultural maintenance per annum (Pesticides and fungicides)Housekeeping and cosmetic maintenance

Sr. No.	Items	Units	Qty	Rate Per Unit	Amounts Rs.
1	Rogar	Ltr	2		
2	Termex	Ltr	2		
3	Blitox	Kgs	2		
4	Babestin	Kgs	2		
5	Borax	Kgs	2		
A	Basic total cost of supply of materials per year including perofit and overheads				
B	Add for GST- 18% of A				
C	Total cost for supply per year including profit & overhead charges (A+B) Rs.				

b. Supply of material for horticultural maintenance (soil and manure) per annum

Sr. No.	Items	Units	Qty	Rate Per Unit	Amounts Rs.
1	Good quality red garden earth free form stones and pebbles	Cu. Feet	1500		
2	Well decomposed dry farm yard manure free from grasses and rubbish	Cu. Feet	1000		
3	Urea fertilizer	Kgs	600		
A	Basic total cost of supply of materials per year including perofit and overheads				
B	Add for GST-18% of A				
C	Total cost for supply per year including profit & overhead charges (A+B) Rs.				

(D) Supply of contingent labors per year

Sr. No.	Items	Apprx. Nos.of days required per month	Wages rate per day	Amount (Rs)
1	Carpenter (First Class)	4		
2	Mason (First Class)	4		
3	Plumber (Fitter grade one)	5		
4	Painter	5		
5	Belder / Helper (multi task)	10		
6	Driver (LMV licensed)	8		
A	Basic total amount of wages per month including profit and overheads			
B	Basic total cost of supply per year = A x 12			
C	Add for GST - 18 % of B			
D	Total cost for supply of contingent labours per year including profit and overheads (B+C) Rs.			

(E) Pest control works at IIG Colaba and Panvel Campus

Sr. No.	Description of Treatment	Qty	Frequency	Rate	Amount in Rs.
1	Anti- Termite and Silver Fish Treatment	Lumpsum	Once in a month		
2	Wood Borer Treatment	Lumpsum	Once in a month		
3	Rodent Control Treatment By fumigating all burrows and applying poison baits internally and through out the compound area or wherever necessary	Lumpsum	Once in a month		
4	Mosquito Control Treatment by spraying the chemicals and also fogging the campus and in all the rooms and passages in admin building, Hostel and Guest House, staff quarters etc. and other potential mosquito breeding sites/plantations to control the same	Lumpsum	Once in a week		
5	Snake Control Treatment	Lumpsum	Once in a month		
6	General Disinfestations:	Lumpsum	Once in a month		
	For controlling cockroaches, red ants, white ants, larvae and all other insects breeding inside the premises. Treatment to be given by spraying chemicals or by applying herbal				

	pest in common areas and drainage chabers. Supply and spreading of lime power at site				
	Basic total cost per month including profit and overheads				
A	Basic total cost per month including profit and overheads				
B	Basic total cost of supply per year = A x 12				
C	Add for GST - 18 % of B				
D	Total cost for supply of contingent labours per year including profit and overheads (B+C) Rs.				

(F) Hiring of vehicles for miscellaneous work at IIG Panvel and Colaba campus per year

Sr. No.	Items	Apprx. Nos.of days required per month	Rate	Amount (Rs)
1	Hire charges for supply of trucks for debris disposal	2 trips per year apprx.		
2	Hire charges for carbonation unit for extraction and disposal of night soil from septic tank (outside the campus at IIG Panvel/Colaba - Cleaning of septic tank - approx 2000 ltrs. Capacity	15 trips per year apprx.		
3	Hire charges for supply of small tempos for debris disposal	5 trips		
A	Total cost per annum including profit and overheads Rs.			
	Add GST - 18% of A			
	Total cost for hiring of vehicles per year including profit and overheads Rs.			

(G) Estimate for Overhead and Underground water tank cleaning in the campuses of the Institute at IIG Colaba, Panvel and Alibag on occasion

Sr. No.	Items of work	Unit	Frequency	Qty	Rate	Amount
1	Cleaning of under ground sump, Over Head R.C.C. Tank (independent staging) including disposal of slit and rubbish, all as per direction of Engineer-in-Charge. The cleaning shall consist following operations:- (i) Tank shall be emptied of water by pumping & bottom shall be cleaned of slit and other deposits. (ii) Entire surface area of the sump shall then scrubbed thoroughly with wire brush etc. and pressure washed with water. (iii) Chlorination of RCC internal surface by liquid chlorine. (iv) The treated surface shall be dried using air jetting by compresor etc. and all loose particles shall be removal from the surface. (v) Finally the surface shall be treated with ultraviolet radiation etc. as per direction of Engineer-in-Charge	Ltr				
	Panvel campus					
	:U.G. Tank : 2,00,000 ltrs - 1 no.	Ltr	Twice in a year	200000		
	: 100000 ltr - 1 no.	Ltr	Twice in a year	100000		
	Overhead tank : 11.0 nos of 10000 ltrs each	Ltr	Twice in a year	110000		
2	Cleaning of terrace/loft water storage tank (inside surface area) upto 2000 litre capacity at all heights with coconut brushes, duster etc., removal of silt, rubbish from the tank and cleaning the tank with fresh water disinfecting with bleaching					

	powder @ 0.5gm per litre capacity of tank, including marking the date of cleaning on the side of tank body with the help of stencil and paint and disposing of malba, all complete as per direction of Engineer-in-Charge. (The old date already written on tank should be removed with paint remover or black paint and if date is not written with the stencil or old date is not removed deduction will be made @ Rs. 0.10 per litre if during cleaning any GI fittings or ball cock is damaged that is to be repaired by contractor at his own cost and nothing extra will be paid on this account)					
	Belpaur campus (7 tanks of 1000 ltrs each)	Ltr	Twice in a year	7000		
	Colaba campus					
	: 12 tanks of 1000 ltrs each	Ltr	Twice in a year	12000		
	: 2 tanks of 1500 ltrs each	Ltr	Twice in a year	3000		
	Alibag campus					
	: 2000 ltrs - 1.no	Ltr	Twice in a year	2000		
	: 1000 ltr - 1.0 nos	Ltr	Twice in a year	1000		
	: 500 ltr - 1.0 nos	Ltr	Twice in a year	500		
	: 300 ltrs - 1.0 no	Ltr	Twice in a year	300		
A	Total Cost Including Profit and Overhead Charges					
B	Add GST 18% of A					
C	Total Cost of Tank Cleaning per year including profit and overhead charges (A+B) Rs.					

Payment for tank cleaning will be made as per actual size of tank under consideration.

Summary of Cost

Sr. No.	Works	Cost in Rs.
A	Basic cost for supply of Manpower Services per year	
B	Basic cost for supply of material for housekeeping and cosmetic maintenance per year	
C (a)	Basic cost for supply of material for horticultural maintenance (Pesticides and fungicides) per year	
C (b)	Basic cost for supply of material for horticultural maintenance (soil and manure) per year	
D	Basic cost for supply of contingent labours per year	
E	Basic cost for pest control works per year	
F	Basic cost for hiring of vehicles for miscellaneous works at IIG Panvel/Colaba campus per year	
G	Basic cost for Overhead and Underground water tank cleaning in the campuses of the Institute at IIG Colaba, Panvel and Alibag on occasion	
H	Total basic cost of Work per year	
I	Add GST - 18% of H	
	Total cost of work including all taxes and levies profit and overheads etc. (H+I)	

Sign and seal of the agency

Date and place