

किंमत - रु. १०,०००/-



पुण्यश्लोक अहिल्यादेवी होळकर
सोलापूर विद्यापीठ

॥ विद्यया संपन्नता ॥

NAAC Accredited-2015


'B' Grade (CGPA-2.62)


पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ सोलापूर

विद्यापीठास कंत्राटी पध्दतीने मनुष्यबळ

पुरविण्याचा ई.निविदा फॉर्म

सन - २०२०-२१

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्या संवत्सरा ॥ NAAC Accredited-2015 'B' Grade (CGPA-2.62)</p>	<p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ, सोलापूर कार्यालयीन कामासाठी मनुष्यबळ व सुरक्षेच्या कामासाठी कंत्राटी सुरक्षा रक्षक पुरविण्याची ई-निविदा सूचना</p>
<p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठातील विद्यापीठ परिसर, अभ्यासकेंद्र, विद्यापीठाचे ४८२ एकर परिसर व विविध विभागास गरजेनुसार कंत्राटी सुरक्षा अधिकारी व सुरक्षा रक्षक किमान वेतनावर १२ महिन्यासाठी व विद्यापीठातील विविध विभाग / संकुलामध्ये गरजेनुसार संगणक लेखनिक, प्रयोगशाळा सहायक, डाटा ऑपरेटर, टेक्नीकल असिस्टंट, कनिष्ठ अभियंता, जनसंपर्क अधिकारी, वेबसाईट डेव्हलपर, Placement Officer, अंतर्गत लेखा परिक्षक, संगणक हार्डवेअर, सॉफ्टवेअर अॅन्ड नेटवर्क एक्सपर्ट, इन्स्ट्रुमेंट एक्सपर्ट, परिचारिका (नर्स), वाहन चालक, प्रयोगशाळा परिचर, तारतंत्री (इलेक्ट्रीशन), टेलिफोन टेक्निशियन, शिपाई, स्वच्छक, सुतार व नळकारागीर मदतनीस, माळी व गरजेनुसार इतर पदनामाचे मनुष्यबळ एकत्रित वेतन व किमान वेतनावर १२ महिन्यासाठी उपलब्ध करून देण्याकरिता नोंदणीकृत पात्र ठेकेदार/पुरवठादारांकडून ई-निविदा मागविण्यात येत आहे.</p> <p>ई-निविदा शुल्क, अनामत रक्कम, इतर अटी व शर्तीकरिता सविस्तर ई-निविदा सूचना विद्यापीठाच्या अधिकृत संकेतस्थळावर http://su.digitaluniversity.ac उपलब्ध आहे. तसेच ई-निविदा सूचना आणि अटी व शर्तीसह निविदा www.mahatenders.gov.in या संकेतस्थळावर डाऊनलोड करण्यास व भरण्यास दि. २२/०६/२०२० रोजी दु.०५.०० पासून दि. ०९/०७/२०२० रोजी दु.३.०० पर्यंत उपलब्ध राहिल.</p> <p>कोणतीही ई-निविदा कोणतेही कारण न देता स्विकारण्याचा / नाकारण्याचा अधिकार विद्यापीठाने राखून ठेवलेला आहे.</p>	
<p>जाहिरात क्र.सोविसो/आस्था/ई-नि/२०२०/ दिनांक : २२/०६/२०२०</p>	<p>कुलसचिव</p>

 <p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ ॥ विद्या संयन्त्र ॥ NAAC Accredited-2015 'B' Grade (CGPA-7.62)</p>		<p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठ, सोलापूर</p>		
<p>- ई-निविदा सूचना -</p>				
<p>पुण्यश्लोक अहिल्यादेवी होळकर सोलापूर विद्यापीठातील विद्यापीठ परिसर, अभ्यासकेंद्र, विद्यापीठाचे ४८२ एकर परिसर व विविध विभागास गरजेनुसार कंत्राटी सुरक्षा अधिकारी व सुरक्षा रक्षक किमान वेतनावर १२ महिन्यासाठी व विद्यापीठातील विविध विभाग / संकुलामध्ये गरजेनुसार संगणक लेखनिक, प्रयोगशाळा सहायक, डाटा ऑपरेटर, टेक्नीकल असिस्टंट, कनिष्ठ अभियंता, जनसंपर्क अधिकारी, वेबसाईट डेव्हलपर, Placement Officer, अंतर्गत लेखा परिक्षक, संगणक हार्डवेअर, सॉफ्टवेअर अँड नेटवर्क एक्सपर्ट, इन्स्ट्रुमेंट एक्सपर्ट, परिचारिका (नर्स), वाहन चालक, प्रयोगशाळा परिचर, तारतंत्री (इलेक्ट्रीशन), टेलिफोन टेक्निशियन, शिपाई, स्वच्छक, सुतार व नळकारागीर मदतनीस, माळी व गरजेनुसार इतर पदनामाचे मनुष्यबळ एकत्रित वेतन व किमान वेतनावर १२ महिन्यासाठी उपलब्ध करून देण्याकरिता नोंदणीकृत पात्र ठेकेदार/पुरवठादारांकडून ई-निविदा मागविण्यात येत आहे. सदर ई-निविदेसंदर्भातील सविस्तर माहिती खालील प्रमाणे देण्यात येत आहे.</p>				
अ.क्र	कामाचे नाव	कामाचा कालावधी	अनामत रक्कम (रु.)	कोऱ्या निविदासंचाची किंमत रु.
१	सोलापूर विद्यापीठातील विविध विभागांमध्ये गरजेनुसार मनुष्यबळ पुरवठा करणे	१२ महिने	रु. २, ६०,०००/- (अक्षरी दोन लाख साठ हजार फक्त)	रु.१०,०००/- (अक्षरी दहा हजार फक्त) (विना परतावा)
<p>ठेक्याची मुदत कमी अथवा जास्त करण्याचा अधिकार विद्यापीठाने राखून ठेवला आहे. या बाबतीत मा.कुलगुरु जो निर्णय घेतील तो संबंधित ठेकेदारावर बंधनकारक राहिल. या ठेक्याची मुदत करारातील अटी व शर्ती कायम ठेऊन गरजेनुसार विद्यापीठ आणि ठेकेदार यांच्या संमतीने वाढविली जाऊ शकेल. तसेच कोणतेही कारण न देता एका महिन्याची मुदत देवून ठेका रद्द करण्याचा अधिकार विद्यापीठाकडे राहिल. तसेच उपरोक्त निविदा ह्या कुठल्याही स्तरावर कुठलेही कारण न देता स्विकारण्याचा अथवा नाकारण्याचा विद्यापीठास अधिकार राहिल.</p>				
१.	<p>कोरी निविदा, अटी व शर्तीसह महाराष्ट्र शासनाच्या www.mahatenders.gov.in या वेबसाईट/पोर्टलवरून निविदा शुल्काची सविस्तर माहिती भरल्यावर डाऊनलोड करता येईल. सदर कामाकरिता रु.१०,०००/- (अक्षरी रुपये दहा हजार फक्त) इतकी रक्कम कोऱ्या निविदा संचाचे ना परतावा शुल्क असून सदर शुल्क Online पध्दतीने भरणे आवश्यक आहे.</p>			
२.	<p>पात्र इच्छूक ठेकेदारांनी ई-निविदा डाऊनलोड करण्यासाठी व ई-निविदा प्रक्रियेमध्ये भाग घेण्यासाठी www.mahatenders.gov.in पोर्टलवर Enroll करणे आवश्यक आहे.</p>			

३.	या संदर्भात ई-निविदा ऑनलाईन भरण्याबाबत अथवा डिजिटल प्रमाणपत्र मिळणेबाबत काही शंका /अडचणी असल्यास संबंधितांनी मोफत दूरवध्नी क्र. ०१२०-४२००४६२, ०१२०-४००१००२, ०१२०-४००१००५, ०१२०-६२७७७८७ या क्रमांकावर संपर्क साधावा.			
४.	वरील कामाची ई-निविदा सूचना सोलापूर विद्यापीठाच्या http://su.digitaluniversity.ac या संकेतस्थळावर उपलब्ध आहे. तसेच ई-निविदा सूचना आणि अटी व शर्तीसह निविदा www.mahatenders.gov.in या संकेतस्थळावर डाऊनलोड करण्यास व भरण्यास उपलब्ध आहे.			
५.	शासनाने वेळोवेळी निर्गमित केलेले शासकीय आदेश सादर निविदेकरिता लागू राहतील.			
६.	इतर अटी व शर्ती ई-निविदामध्ये पाहावयास मिळतील.			
७.	अपेक्षित कर्मचारी एकूण संख्या	कुशल	अर्धकुशल	अकुशल
	आवश्यकतेनुसार			
८.	ई-निविदा प्रक्रियेबाबतचा तपशील खालीलप्रमाणे आहे.			
	अ.क्र.	तपशील	दिनांक	वेळ
	१	निविदा प्रकाशित करण्याचा दिनांक	२२/०६/२०२०	दु. ०५: ००
	२	निविदा विक्री व सादर करणे प्रारंभ दिनांक	२२/०६/२०२०	दु. ०५ : ००
	३	निविदा सादर करणे अंतिम दिनांक	०९/०७/२०२०	दु. ०३: ००
	४	निविदा उघडण्याचा दिनांक	१३/०७/२०२०	दु. ०३: ००

पुण्यश्लोक अहिल्यादेवी होळकर
सोलापूर विद्यापीठ, सोलापूर
निविदा फॉर्म
कार्यालयीन कामासाठी मनुष्यबळ पुरविण्याची निविदा

१. संस्थेचे नाव : _____
२. कार्यालयीन पत्ता, संपर्क क्रमांक व ई.मेल : _____

३. संस्थाचालकाचे नांव, पत्ता, संपर्क क्रमांक व ई.मेल : _____

४. संस्थानोंदणी प्रमाणपत्र क्र. व अंतिम दिनांक : _____
५. मुंबई दुकाने व संस्था नियम, १९४८ अन्वये नोंदणी प्रमाणपत्र क्रमांक व अंतिम दिनांक : _____
६. व्यवसाय कर / सेवा कर नोंदणी प्रमाणपत्र क्रमांक व अंतिम दिनांक : _____
७. ई.एस.आय. ॲक्ट, १९४८ नुसार नोंदणी प्रमाणपत्र क्रमांक व अंतिम दिनांक : _____
८. विभागीय भविष्य निर्वाह निधी नोंदणी प्रमाणपत्र क्रमांक व अंतिम दिनांक : _____
९. महाराष्ट्र राज्य व्यवसाय, व्यापार आजीविका व नोकर यावरील कर अधिनियम, १९७५ अन्वये नोंदणी प्रमाणपत्र क्रमांक व अंतिम दिनांक : _____
१०. संस्थेचे PAN / TAN नंबर : _____
११. दूरध्वनी क्र./ मोबाईल क्र. : _____

सही

(नाव

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कंत्राटदार संस्थेच्यावतीने
 स्वाक्षरी/संस्था/कंत्राटदाराचे नाव

हमीपत्र

मी, खाली सही करणार श्री/श्रीमती _____,

संचालक, _____ असे नमूद करतो/करते की, मी सोलापूर विद्यापीठाच्या जाहिरात क्र. ----- दि.-----/-----/----- अन्वये कार्यालयीन कामासाठी मनुष्यबळ पुरविण्याची ई-निविदा विहित नमुन्यात भरून देत आहे. ई-निविदा भरण्यापूर्वी माझ्या संस्थेमार्फत पुरविण्यात येणाऱ्या कर्मचाऱ्यांनी करावायाच्या कामाची व विद्यापीठ आवाराच्या स्थानिक परिस्थितीची मी पुर्ण माहिती घेतलेली आहे. उपरोक्त विहित ई-निविदा अर्जात नमूद केलेली सर्व माहिती आणि पुराव्यादाखल जोडलेली सर्व प्रमाणपत्रे ही माझ्या माहितीप्रमाणे सत्य आणि वास्तव आहेत. तसेच मी खालीलप्रमाणे हमी देत आहे की,

१. मागील तीन आर्थिक वर्षांचा प्राप्तीकर भरला आहे.
२. माझ्या संस्थेकडे आजमितीस ----- मनुष्यबळ कर्मचारी कार्यरत आहेत.
३. मनुष्यबळ सेवेच्या सक्षमीकरणाकरिता माझ्या संस्थेकडे आवश्यक साधनसामग्री उपलब्ध आहे.
४. माझी संस्था मनुष्यबळ सेवा पुरविण्याच्या व्यवसायामध्ये मागील १० वर्षांपासून कार्यरत आहे.
५. संस्थेमार्फत पुरवणत येणाऱ्या मनुष्यबळातील कर्मचाऱ्याची चारित्र्याची पडताळणी व ते कुठल्याही गुन्ह्यामध्ये समिती नसल्याबाबत खात्री करूनच पुरविण्यात येईल याची हमी देत आहे.

तसेच ई-निविदेसोबत जोडलेली कागदपत्रे सत्य असून त्यात कोणतीही असत्यता आढळल्यास किंवा सिध्द झाल्यास कोणत्याही स्तरावर माझी ई-निविदा अपात्र ठरविण्यात येईल, याची मला पुर्ण जाणीव आहे. तसेच पुढे मी असेही नमूद करतो/करते की, उपरोक्त जाहिरातीतील ई-निविदेसंबंधीत सर्व नियम व अटी मी काळजीपूर्वक वाचलेल्या असून त्या माझ्यावर बंधनकारक राहतील. विद्यापीठ/ई-निविदा अर्ज पडताळणी समितीने दिलेला निर्णय माझ्यावर बंधनकारक राहिल, याची मला पुर्ण जाणीव आहे.

स्थळ :

(निविदाधारकाची स्वाक्षरी व शिक्का)

दिनांक :

नाव:

परिशिष्ट - अ	
मनुष्यबळ पुरविण्यासाठी कर्मचाऱ्यांची पात्रता व त्या संबंधातील नियमावली	
१. संगणक लेखनिक / डाटा ऑपरेटर :-	<p>पात्रता : कोणत्याही शाखेची पदवी परीक्षा उत्तीर्ण व इंग्रजी ४० श.प्र.मि., मराठी ३० श.प्र.मि. टंकलेखन उत्तीर्ण असणे आवश्यक. एम.एस.सी.आय.टी. व कार्यालयीन कामाचा अनुभव असणाऱ्यांना प्राधान्य राहिल.</p> <p>दैनंदिन कामे : कार्यालयीन टिपणी, पत्र व्यवहार, न्युमरीक डाटा फिडिंग इत्यादी स्वरुपाची विविध कामे संगणकावर करणे.</p>
२. प्रयोगशाळा सहाय्यक :-	<p>पात्रता : विज्ञान शाखेतील पदवी परीक्षा उत्तीर्ण असणे आवश्यक. (विद्यापीठ अथवा महाविद्यालयातील प्रयोगशाळेत काम केलेल्या उमेदवारांस प्राधान्य)</p>
३. कनिष्ठ अभियंता :-	<p>पात्रता : Civil Engineering Bachelor Degree of any statutory. अनुभव असणाऱ्यांस प्राधान्य राहिल.</p>
४. टेक्नीकल असिस्टंट :-	<p>पात्रता : Govt. ITI (Building Construction). अनुभव असणाऱ्यांस प्राधान्य राहिल.</p>
५. Hardware, Software & Network Expert	<p>पात्रता : Diploma in Hardware, Software and Network. अनुभव असणाऱ्यांस प्राधान्य राहिल.</p>
६. Instrument Expert :-	<p>पात्रता : १. M.Sc. Ph.D. Chemistry/Physics with ५५% marks.</p> <p>२. अनुभव असणाऱ्यांस प्राधान्य राहिल.</p>
७. Placement Officer :	<p>पात्रता : १. मान्यता प्राप्त विद्यापीठाची एम.बी.ए. / एम.सी.ए. पदव्युत्तर पदवी उत्तीर्ण असणे आवश्यक.</p> <p>२. सदर कामाचा अनुभव असणाऱ्यास प्राधान्य देण्यात येईल.</p>
८. जनसंपर्क अधिकारी :	<p>पात्रता : १. मान्यता प्राप्त विद्यापीठाची एम.सी.जे./एम.एस. किंवा समकक्ष विषयातील पदव्युत्तर पदवी उत्तीर्ण असणे आवश्यक.</p> <p>२. साहित्य लेखन जनसंपर्क / तंत्रज्ञानाचा अनुभव असणाऱ्यास प्राधान्य अथवा प्रसारमाध्यमांमधील संबंधित कामाचा अनुभव असणाऱ्यास प्राधान्य देण्यात येईल.</p>
९. अंतर्गत लेखापरीक्षक :	<p>पात्रता : १. मान्यता प्राप्त विद्यापीठाची वाणिज्य शाखेतील पदव्युत्तर पदवी उत्तीर्ण आणि पदवी परीक्षेत कॉस्ट अकांऊटिंग अथवा अॅडव्हान्स अकांऊटिंग आणि ऑडिटिंग विषय घेवून पदवी उत्तीर्ण असणे आवश्यक.</p> <p>२. लेखा परीक्षण संबंधित कामकाजाचा अथवा चार्टर्ड अकांऊटंट कामकाजाचा अनुभव असणाऱ्यास प्राधान्य देण्यात येईल.</p>
१०. प्रोग्रामर :	<p>पात्रता : १. मान्यता प्राप्त विद्यापीठाची एम. एस.सी (कॉम्प्युटर सायन्स/एम.सी.ए./ एम.सी.एम. पदवी उत्तीर्ण असणे आवश्यक.</p> <p>२. अनुभव असणाऱ्यास प्राधान्य राहिल.</p>
११. वेबसाईट डेव्हलपर :	<p>पात्रता : १. मान्यता प्राप्त विद्यापीठाची अभियांत्रिकी पदवी (कॉम्प्युटर सायन्स/एम.सी.ए./कॉम्प्युटर टेक्नॉलॉजी / इन्फार्मेशन टेक्नॉलॉजी) उत्तीर्ण असणे आवश्यक.</p> <p>२. सदर कामाचा अनुभव असणाऱ्यास प्राधान्य.</p>
१२. टेक्नीकल असिस्टंट (सोलार) :	<p>पात्रता : १. पदविका व तत्सम औद्योगिक प्रशिक्षण असणे आवश्यक.</p>

२. तत्सम कामाचा अनुभव असणाऱ्यास प्राधान्य देण्यात येईल.
१३. परिचारिका (नर्स) :- पात्रता : बारावी उत्तीर्ण व सरकारमान्य संसथेतून ANM कोर्स उत्तीर्ण असणे आवश्यक. तसेच तत्सम कामाचा अनुभव असणाऱ्यास प्राधान्य राहिल.
१४. प्रयोगशाळा परिचर :- पात्रता : दहावी उत्तीर्ण असणे आवश्यक व तत्सम कामाचा अनुभव असणाऱ्यांना प्राधान्य राहिल.
१५. तारतंत्री मदतनीस : पात्रता : Govt. ITI व अनुभव असणाऱ्यांस प्राधान्य राहिल.
१६. टेलिफोन टेक्निसियन : पात्रता : Govt. ITI व अनुभव असणाऱ्यांस प्राधान्य राहिल.
१५. वाहन चालक :- पात्रता : दहावी उत्तीर्ण, जड व हलके वाहन चालविण्याचा परवाना असणे आवश्यक व अनुभव असणाऱ्यांस प्राधान्य राहिल.
१७. शिपाई :- पात्रता : सातवी व शारीरिक दृष्ट्या सह्य. दैनंदिन कामे : कार्यालयाची दैनंदिन स्वच्छता ठेवणे, वरिष्ठांच्या आदेशानुसार कामकाज करणे वाहन चालकाचा परवाना असणाऱ्यांना, तांत्रिक काम येत असणाऱ्यांना व संगणकावर काम येत असणाऱ्यांना प्राधान्य राहिल.
१८. माळी :- पात्रता : सातवी उत्तीर्ण आवश्यक, आय.टी.आय. कोर्स असल्यास प्राधान्य राहिल.
१९. स्वच्छक : सातवी व शारीरिक दृष्ट्या सह्य.
२०. सुरक्षा अधिकारी :- पात्रता : १) कोणत्याही मान्यता प्राप्त विद्यापीठाची पदवी परीक्षा उत्तीर्ण आणि शारीरिक दृष्ट्या सह्य असावा. २) उमेदवार सैन्यदलातील वर्ग २ मधील (JCO) दर्जाचा असावा. ३) वयोमर्यादा किमान ४० व कमाल ५५ वर्ष असणे आवश्यक आहे.
२१. सुरक्षा रक्षक :- पात्रता : सातवी उत्तीर्ण व शारीरिक दृष्ट्या सह्य. माजी सैनिक असणाऱ्यांना प्राधान्य राहिल.



**PUNYASHLOK AHILYDEVI HOLKAR
SOLAPUR UNIVERSTIY, SOLAPUR**

E-TENDER

**NAME OF WORK : - Providing Manpower & Security Guard to PAHSUS Solapur
University, Solapur**

**Establishment Section
SOLAPUR UNIVERSITY, SOLAPUR**



Name of Work : Providing Manpower & Security Guard to PAHSUS Solapur University, Solapur

TENDERING PROCEDURE

१. GUINDELINGES TO BIDDERS ON THE OPERATIONS OF ELECTRONIC TENDERING SYSTEM OF SOLAPUR UNIVERSITY, SOLAPUR
- १.१ BLANK TENDER FORMS
Tender Form can be downloaded from the e-Tendering Portal of Government of Maharashtra i.e. www.mahatenders.gov.in after entering the details of payment towards Tender Fees as per the Tender Schedule.
- १.२ The prospective tenderers are free to ask for any additional information or clarification either in writing or orally concerning the work, and the reply to the same will be given by the Registrar, (Establishment Section) Solapur University, Solapur, - ४१३ २५५ and the same will be made available on e-tendering portal of Government of Maharashtra i.e. www.mahatenders.gov.in and this clarification referred to as common set of conditions/deviations (C.S.D.), shall form part of tender documents and which will also be common and applicable to all tenderers.
- १.३ The tender submitted by the tenderer shall be based on the clarification and shall be unconditional. Conditional tenders will be summarily REJECTED.
- १.४ All tenderers are cautioned that tenders containing any deviation from the contractual terms and conditions, specifications or other requirements and conditional tenders will be treated as no responsive.
- १.५ Tenderers should have valid class II / III Digital Signature Certificate (DSC) obtained from any Certifying Authorities. In case of requirement of DSC, interested Bidders should go to www.mahatenders.gov.in and follow the procedure mentioned in the document 'Procedure for application of Digital Certificate'.
- १.६ For any assistance on the use of Electronic Tendering System, Users may call the number: २४x७ Help Desk Toll FREE No-१८००२३३७३१५
- १.७ Tenderers should install the Mandatory Components available on the Home Page of www.mahatenders.gov.in under the section 'Mandatory Components' and make the necessary Browser Settings provided under section 'Internet Explorer Settings' <https://www.mahatenders.gov.in>.
२. PRE-REQUISITES TO PARTICIPATE IN THE TENDERS PROCESSED BY SOLAPUR UNIVERSITY, SOLAPUR
- २.१ ENROLMENT AND EMPANELMENT OF CONTRACTORS ON ELECTRONIC TENDERING SYSTEM:
The Contractors interested in participating in the Tenders of Solapur University, Solapur process by using the Electronic Tendering System shall be required to enroll on www.mahatenders.gov.in the Electronic Tendering System to obtain user ID.
After submission of application for enrolment on the System, the application information shall be verified by the authorized Representative of the Service Provider. If the information is found to be complete, the enrolment submitted by the Contractor shall be approved. The Contractors may obtain the necessary information on the process of enrolment either from Helpdesk Support team or enroll directly on Web site www.mahatenders.gov.in.
- २.२ OBTAINING A DIGITAL CERTIFICATE
The Digital Certificates are issued by an approved Certifying Authority Authorized by the Controller of Certifying Authorities of Government of India through their Authorized Representatives upon receipt of documents required to obtain a Digital Certificate.
Bid data/ information for a particular Tender may be submitted only using the Digital Certificate which is used to encrypt the data during the Bid Preparation. In case, during the process of preparing and submitting a Bid for a particular Tender, the Contractor loses his/her Digital Signature Certificate (i.e. due to virus attack, hardware problem, operating system problem); he / she may not be able to submit the Bid online. Hence, the Users are advised to store his / her Digital Certificate secure and if possible, keep a backup at safe place under adequate security to be used in case of need.
In case of online tendering, if the Digital Certificate issued to an Authorized User of a partnership firm is used for signing and submitting a bid, it will be considered equivalent to a no objection certificate / power of attorney to that User to submit the bid on behalf of the partnership Firm. The partnership firm has to authorize a specific individual by an authorization certificate signed by a partner of the firm (and in case the applicant is a partner, another partner is required to authorize in the same form.) to use the digital certificate as per Indian Information Technology Act, २०००. Unless the Digital Certificate is revoked, it will be assumed to represent adequate authority of the Authorized User to bid on behalf of the Firm for the Tenders processed on the Electronic Tender Management System of Government of Maharashtra as per Indian Information Technology Act, २०००. The Digital Signature of this Authorized user will be binding on the Firm. It shall be the responsibility of partners of the firm to inform the certifying Authority or Sub-Certifying Authority, if the Authorized User changes, and apply for a fresh Digital Signature Certificate. The procedure for application of a Digital Signature Certificate will remain the same for the new Authorized User.
The same procedure holds true for the Authorized Users in a Private / Public Limited Company. In this case, the Authorization Certificate will have to be signed by the Director of the Company or the Reporting Authority of the Applicant. For information of the Process of application for obtaining Digital Certificate, the Contractors may visit the section 'Digital Certificate' on the Home Page of the Electronic Tendering System.
- २.३ RECOMMENDED HARDWARE AND INTERNET CONNECTIVITY
To operate on the Electronic Tendering System, the Contractors are recommended to use computer System with at least १ GB RAM and broadband connectivity with minimum ५१२ kbp band width, Windows ७.०, Java ६.१० and I.E.७.० and above.
- २.४ To operate on the Electronic Tendering System of Government of Maharashtra, the Computer System of the Contractors is required to be set up.

The Contractors are required to install Utilities available under the section Mandatory Installation Components on the Home Page of the System. The utilities are available for download freely from the above mentioned section. The Contractors are requested to refer to the E-Tendering Toolkit for Bidders available online on the Home Page to understand the process of setting up the system, or alternatively, contact the Helpdesk support Team on information / guidance on the process of setting up the System.

३. STEPS TO BE FOLLOWED BY CONTRACTORS TO PARTICIPATE IN THE E-TENDERS PROCESSED BY MAHATENDERS
३.१ PREPARATION OF ONLINE BRIEFCASE

All Contractors enrolled on the Electronic Tendering System of Government of Maharashtra are provided with dedicated briefcase facility to store documents / files in digital format. The Contractors can use the online briefcase to store their scanned copies of frequently used documents / files to be submitted as a part of their bid response. The Contractors are advised to store the relevant documents in the briefcase before starting the Bid Preparation and submission stage. In Case, the Contractors have multiple documents under the same type (e.g. multiple Work Completion Certificates) as mentioned above, the Contractors advised to either create a single pdf file of all the documents of same type or compress the documents in a single compressed file in .zip or .rar formats and upload the same. It is mandatory to upload the documents using the briefcase facility. Therefore, the Contractors are advised to keep the documents ready in the briefcase to ensure timely bid preparation.

Note: Uploading of documents in the briefcase does not mean that the documents are available to Solapur University, Solapur at the time of tender Opening stage unless the documents are specifically attached to the bid during the online Bid Preparation as well as during Decryption.

३.२ ONLINE VIEWING OF DETAILED NOTICE INVITING TENDERS

The Contractors can view the Detailed Tender Notice along with the Time Schedule (Key Dates) for all the Live Tenderers released by Solapur University, Solapur on the e-Tendering Portal on <http://www.mahatenders.gov.in> under the Organization of Solapur University, Solapur.

३.३ DOWNLOAD OF TENDER DOCUMENTS

The Pre-qualification / Main Bidding Documents are available for free downloading. However to participate in the online tenderer, the bidder must purchase the bidding documents online the cost of tender form fee.

३.४ ONLINE BID PREPARATION

Submission of Bids will be preceded by online bid preparation and submission of the digitally signed within the Tender Time Schedule (Key dates) published in the Detailed Notice Inviting Tender. The Bid Data is to be prepared in the templates provided by the Tendering Authority of Solapur University, Solapur. In the Up loadable document type of templates, the Contractors are required to select the relevant document / compressed file (containing multiple documents) already uploaded in the briefcase.

३.५ SHORT LISTING OF CONTRACTORS FOR FINANCIAL BIDDING PROCESS

The Tendering Authority will first open the Technical Bid documents of all Contractors and after scrutinizing these documents will shortlist the Contractors who are eligible for Financial Bidding Process. The short listed Contractors will be intimated by e-mail.

३.६ OPENING OF THE FINANCIAL BIDS

The Contractors may be present in the office of the Tender Opening Authority at the time of opening of Financial Bids. However, the results of the Financial Bids of all Contractors shall be available on the Solapur University, Solapur e-Tendering Portal immediately after the completion of opening process.

३.७ TENDER SCHEDULE (KEY DATES)

The Contractors are strictly advised to follow the Dates and Times allocated to each stage under the column "Contractor Stage" as indicated in the Time Schedule in the detailed tender notice for the Tender. All the online activities are time tracked and the electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and time of the stage as defined in the Tender Schedule. At the sole discretion of the tender Authority, the time schedule of the Tender stages may be extended.

४. SUBMISSION OF DOCUMENTS AND TENDER OPENING:

४.१ COVER I: DOCUMENTS TO BE UPLOADED AT THE TIME OF ONLINE SUBMISSION.

Scanned copies of the following documents shall be uploaded by the bidder in Cover No.१ at the time of online submission of the bid:

४.१.१ **The tender fee of Rs.१०,०००/- (Ten Thousand) as shall be submitted through online e-payment system.**

४.१.२ **The amount of Earnest money Deposit of Rs. २,६०,०००/- (Two Lakh Sixty Thousand Only) shall be submitted through online / e-payment system.**

४.१.३ **Valid certificate of Registration under Shops & Commercial Establishments Act, १९४८ duly renewed.**

४.१.४ **Valid Registration Certificate under Employees Provident Fund and Misc. Provisions Act, १९५२.**

४.१.५ **Valid Registration Certificate under Employees State Insurance Act, १९४८.**

४.१.६ **Valid Income Tax PAN Card of the Bidder Company / Firm.**

४.१.७ **Valid License from labor commissioner to employ contract labor under the Contract Labor (R&A) Act, १९७० (The successful bidder should submit १०० labor license at the time of agreement.)**

४.१.८ **Valid Registration Police Commission certificate of the Bidder Company / Firm. (Security Agency)**

४.१.९ **Valid Goods & Service Tax (GST) Registration Certificate.**

४.१.१० **Certificate issued by the Chartered Accountant of average turn over should be २५ lakhs & above for last ३ financial years (२०१५-१६, २०१६-१७, २०१७-१८) in respect of providing manpower. Certificate of each financial year should be attached separately or Income Tax Return of Last ३ Assessment years (२०१६-१७, २०१७-१८ & २०१८-१९).**

४.१.११ **Self attested work done certificate Last ३ Years.**

४.१.१२ **An affidavit (As per given format) regarding completeness, correctness and truthfulness of documents and statement submitted online in COVER No.१.**

Note: - All documents from Sr. No. ४.१.१ to ४.१.१२ shall be uploaded by the bidder at the time of online submission of the bid correctly and completely otherwise his financial bid will not be opened. Even though the Bidders meet the above qualifying criteria, they are liable to be disqualified if they have made misleading or false representation in the Statements, attachments submitted as proof in support of the qualification requirements & suitable action will be taken against bidder as per law.

४.२ COVER II (FINANCIAL BID)

The Tenderer shall quote his financial offer duly signed in terms of service charges at page No.२२- Annexure-II of tender template in ANNEXURE - II. The Tenderer should not quote his financial offer any where directly or indirectly in Envelope No.१. The bidder shall quote for the work as per details given in the Tender Document and also based on the detailed set of conditions issued / additional stipulations made by the Solapur University, Solapur and made available to him on www.mahatenders.gov.in. The tender shall be unconditional. The tenderer should quote service charge in Rupees only on page No.२२ - Annexure-II of this tender document. The service charge in percentage will not be considered.

४.३ SUBMISSION OF TENDER

The bidder shall refer to Section "Guidelines to Bidders on the operations of Electronic Tendering System of www.mahatenders.gov.in" for details.

४.४

OPENING OF TENDERS:

On the date, specified in the Tender Schedule, following procedure will be adopted for opening of the Tender:

(A) COVER NO. १: (TECHNICAL BID)

First of all COVER No.१ of the tenderers will be opened online to verify its contents as per requirements. If the various documents contained in this envelope do not meet the qualifying criteria prescribed by the Solapur University, Solapur, a note will be recorded accordingly by the tender opening committee and the said tenderers COVER No.१ will not be considered for further action and the same will be recorded. The decision of the University tender opening committee in this regard shall be final and binding on the bidders.

(B) COVER NO. २: (FINANCIAL BID)

COVER No. २ shall be opened online after opening of COVER No.१, only if the documents submitted in COVER No. १ meet the qualifying criteria prescribed by the Solapur University, Solapur and contents of COVER No.१ are found to be acceptable to the Solapur University, Solapur. The quoted rates of the items in Financial Bid of the bidder shall then be read out from the template in the presence of bidders present at the time of opening of COVER No.२.

NOTE:- The bidder shall pay the manpower skilled, semi-skilled and unskilled employees all wages, allowances as shown in Annexure II as per Govt. Norms. The calculation of rate for BoQ of manpower shall cover all the items as per the chart given in Annexure-II. GST Rate/Amount should be mentioned Separately as mentioned in Annexure II

५

EARNEST MONEY

Earnest Money Rs. २,६०,०००/- (Two Lakh Sixty Thousand Only) shall be paid online/e-payment system.

In case of successful bidder the Earnest money will be refunded after paying the initial security deposit and completing the tender documents by the bidder. The amount of Earnest Money will be forfeited by the University in case the successful bidder does not pay the amount of initial security deposit within specified time limit. Exemption in EMD will be applicable as per the relevant applicable Government Regulations. Any bidder claiming exemption in EMD has to attach the valid relevant certificates and applicable relevant Government Regulations with the tender documents for getting exemption in payment of EMD deposit.

६

SECURITY DEPOSIT

The successful bidder has to deposit total Amount of **Rs. १३,३०,०००/- (Thirty Lakh Thirty Thousand Only)** against the security deposit online or **by cash deposited in university no any other way in not acceptable** within ten days after acceptance of tender by bidder receiving work order from the Solapur University, Solapur. On successful completion of contract security deposit amount will be refunded to the contractor without interest, after submitting the application for the same.

७

TIME LIMIT

The work period as specified in the N.I.T. which shall be reckoned from the date mentioned in the written work order for commencing the work.

८

TENDER RATE

No alteration in the form of tender and in any Schedule/Annexure of tender and no additions in the scope of special stipulation will be permitted.

९

TENDER UNITS

The bidders should particularly note the unit mentioned in on which the rates are based. No change in the units shall be allowed.

१०

CORRECTIONS

No corrections/alternations shall be made in the tender documents.

११

TENDER ACCEPTANCE:

The tenderer whose bid is lowest, the successful tenderer shall submit all the Attested copies of the scanned documents uploaded online by him in cover No. I, to the office of the Registrar, Solapur University, Solapur after opening of financial bids. If all above documents meet the requirements of university, further process will be carried out. The decision of the tender opening authority in this regard will be final and binding on the contractor.

१२

Acceptance of tender will rest with the University authorities, Solapur University, Solapur reserves the right to reject any or all tenders without assigning any reason therefore. The tenderer whose tender is accepted will have to enter in to an agreement within १५ days of being notified to do so. In case of failure on the part of Tenderer to sign the agreement within the stipulated time, the earnest money paid by the tenderer shall be considered as withdrawn by him.

१३

CONDITIONAL TENDER

The tenders who do not fulfill the condition of the notification and the general rules and directions for the guidance of bidder or are incomplete in any respect shall be rejected without assigning any reason therefore.

१३.१

The bidders shall be presumed to have carefully examined the conditions and specifications of the work and have fully acquainted themselves with all details of the site, the labor conditions and in general with all the necessary information and data pertaining to the work, prior to tendering for the work.

१३.२

The data whatsoever supplied by the Solapur University, Solapur along with the tender documents are meant to serve only as guidelines for the bidders while tendering and the Solapur University, Solapur do not take any responsibility, whatsoever, either for the accuracy of data or their comprehensiveness.

१३.३

All scanned pages of tender documents, conditions, specifications, corrections slips etc. shall be initialed by the bidder. The tender should bear full signature of the bidder, or his authorized power of Attorney holder in case of a partnership firm.

१३.४

The Income Tax at prevailing rates including surcharges or percentage in force from time to time or at the rate as intimated by the competent Income Tax authority shall be deducted from bill amount whether amount bill or advance payment.

१३.५

The successful bidder will be required to produce to the satisfaction of the specified concerned authority a valid concurrent license issued in his favor under the provisions of the Contract Labor (Regulation and Abolition) Act १९७० for starting the work. On failure to do so, the acceptance of the tender shall be liable to be withdrawn and also liable for forfeiture of the earnest money.

१४

POWER OF ATTORNEY

१४.१

If the bidders are a partnership firm or company, they should in their forwarding letter mention the names of all the partners together with the name of the person who holds the power of Attorney, authorizing him to conduct all transactions on behalf of the body, along with the tender as per scanned copy uploaded in Envelope No. १.

१४.२

The tenderer may, in the forwarding letter, mention any points he may wish to make clear but the University reserves the right to reject the same

or the entire tender, if the same makes the tender conditional.

१४.३
१५

The bidder shall inform the Solapur University, Solapur if he desires to appoint their authorized person on the work.

VALIDITY PERIOD

The offer shall remain open for acceptance for minimum period of १२० days from the date of opening of COVER No.३ (Financial Bid) and thereafter until it is withdrawn by the bidder by notice in writing duly addressed to the authority opening the tender and sent by Registered Post Acknowledgment due.

GENERAL CONDITIONS OF CONTRACT

१. SCOPE OF THE WORK / CARE OF THE UNIVERSITY PROPERTY
While executing the Manpower Contract, Contractor employees shall take all possible precautions not to cause damage to any property of the Solapur University, Solapur. If the damage is caused to any University property, the Contractor shall have to repair / replace the damaged part of the property at his own cost.
२. MODE OF PAYMENT
- २.१ The Contractor shall submit its monthly bill on or before ५th day of succeeding month along with Statutory Compliance Report (As per Annexure-I) and necessary supporting documents.
- २.२ The Solapur University, Solapur shall have a right to withhold the payment of monthly bill in case the Contractor fails to produce a proof of the last payments made by them to the employees deployed by them and the statutory compliance as mentioned in the Annexure-I. The Contractor shall in no case, withhold the payments due to their employees for any reason, whatsoever, including that on account of non-clearance of its bills by the Solapur University, Solapur.
- २.३ The Contractor shall disburse the wages/salary of its employees on or before १०th day of the succeeding month and submit the copy of the wage register in token of the payments made to its employees.
- २.४ The monthly salary of each employee employed by the Contractor should be paid on or before १०th day of every month through the Bank notified by the Solapur University, Solapur or any other Nationalized Bank, failing which the contractor shall be imposed a Penalty of Rs. १०००/- per day for every day of delay.
- २.५ Penalty of Rs. १००/- per manpower will be imposed on the contractor if the number of staff falls shorter than the required number. The said amount of penalty will be deducted by the University from monthly bill of the contractor.
३. TERMINATION OF CONTRACT
- ३.१ If it is observed that the work of the Contractor is not satisfactory the Registrar shall issue a notice to the Contractor for improvement in the work. In such case, the Contractor shall be liable for a penalty amounting to Rs. ५,००० per day. Which shall be recovered from the Earnest money of the contractor for this purpose, the Solapur University, Solapur shall be the sole judge to decide whether the performance of the Contractor is satisfactory or not and such decision of the Vice Chancellor of the University shall be final, conclusive and binding on the Contractor and the Contractor shall not be entitled to any compensation in this regard. Furthermore if on account of non-renewal of this contract, the Contractor is required to terminate his employees, then it shall be responsibility of the Contractor to pay the legal dues to his employees. In the event of non-compliance of legal provisions or non-payment of legal dues, the Contractor himself shall be solely liable for the all the costs and consequences. If the work of the contractor does not improve within ७ days even after issuing the notice, the contract can be terminated by the University by giving a prior written notice of ३० days. Under such circumstances, University shall not be responsible for any financial loss caused to the contractor.
- ३.२ If the Contractor makes breach of any condition of contract, the University may terminate the contract by giving a prior written notice of ३० days to the Contractor.
- ३.३ If the Contractor's employee misbehaves with the University staff, students, university officers shall issue a notice to the Contractor for improvement in the behavior. If the misbehavior continues beyond seven days, then the Contractor shall have to terminate the employee from the date as Specified by the university even if such employee continues in the service the university, the university shall not make the payment of each employee.
- ३.४ On termination or expiration of the contract, the Contractor shall withdraw the persons deployed by him in connection with this contract from the premises of the University immediately. In case of failure of the Contractor to do so, the University shall have the right to remove such persons from the University premises by resorting to coercive measures and adopt such course as may be deemed necessary and appropriate for that purpose.
- ३.५ The Contractor may terminate this contract by giving a prior written notice of not less than three months to the University.
- ३.६ All the disputes arising between the Contractor and University shall be subject to Solapur Jurisdiction only.

- ४ RISK AND COST
In case of failure of the Contractor to provide satisfactory service, the Solapur University, Solapur reserves the right to get the manpower services from any other Contractor entirely at the cost of the contractor.
- ५ FORCE MAJEURE
Any event or circumstance beyond the control of the Parties, such as war, strike, riot, flood, earthquake, act of God etc. prevents one or both Parties from fulfilling their obligations under the Contract, decision of the Vice Chancellor of the Solapur University, Solapur shall be a final and binding on the both the Parties.
- ६ AGREEMENT
The successful bidder will have to make an agreement in a prescribed format, on a stamp paper of Rs. १००/- (purchased by him at his own cost), immediately after the receipt of the Work Order and payment of initial security deposit.
The following documents shall form the parts of this Agreement and parties hereto shall abide the same:
A. NIT (Brief Tender Document) and Main Tender Document
B. Bill of Quantities (Schedule-B).
C. All additional terms and conditions mentioned in the Tender Document sold as blank Tender Form and subsequently submitted by the Contractor while submitting his offer.
D. Work Order.
- ७ OFFER
The bidder shall read carefully all the conditions of the Tender and instructions given in the Tender before quoting his offer in the Financial Bid. He shall read description of work, Scope of work, skilled, semi-skilled and unskilled employees' requirements, minimum wages act provisions, statutory compliance requirements etc. carefully and quote accordingly. The offers below the requirements of minimum wages and statutory requirements will not be considered. And other provisions/rules as made applicable by the competence authority from time to time.
- ८ OTHER CONDITIONS
- ८.१ The Contract will initially valid for the maximum period of १२ Months period on such terms and conditions as may be mutually agreed upon. The rates agreed and accepted herein shall and would be as per Minimum Wages Act and remain unchanged except a change which might occur on account of change in Basic and Dearness Allowance (DA) declared by the Government of Maharashtra, from time to time during the operative period of this Contract. The Contractor shall not be entitled to raise any demand imposing additional financial burden on the Solapur University, Solapur on any count, excluding rise in Basic and Dearness Allowance as mentioned above.
- ८.२ The University reserves the right to terminate the contract by giving on month without assigning any reason there of.
- ८.३ The successful bidder shall be referred to in this document for the purpose of this contract as 'the agency'.
- ८.४ The agency shall obtain all necessary permits/licenses for running the establishment from Municipal Corporation, other local authorities, State/Central Government Department, Labor Department, etc., at its own cost. Solapur University, Solapur will not be responsible for any breach of these rules and regulations by the agency.
- ८.५ The agency shall be solely responsible for all statutory payments to its employees /labor under all relevant statutes for the purposes of this Contract. Further, the agency shall keep the Solapur University, Solapur effectually indemnified against all claims for compensation under the provisions of any law for the time being in force / brought into force, by or in respect of any workman deployed by the agency directly or indirectly in carrying out the obligations under the contract and against all costs and expenditures incurred by Solapur University, Solapur in connection therewith. The Solapur University, Solapur shall be entitled to deduct or otherwise recover any amount from the dues money payable by the Solapur University, Solapur to the agency on any account by way of compensation as aforesaid or any other nature and costs or expenses in connection with any claim thereto. For this purpose, indemnity bond will have to be executed by the agency in favor of the Solapur University, Solapur as Principal Employer before commencement of work under this agreement. The agency shall also keep the Solapur University, Solapur as Principal Employer indemnified against all actions, suits, proceedings, losses, costs, damages, charges, claims and demands in any way arising out of or by reason of anything done or omitted to be done by the agency under any law that may be/may become effectible. The agency would also ensure that its activities do not in any manner disturb officials, teachers, students, residents on the Campus of the Solapur University, Solapur and also not damage any assets of the Solapur University, Solapur.

- ૮.૬ In case, if any dispute regarding interpretation of any clause or term of this contract and any related document, the decision of the Vice Chancellor of the Solapur University, Solapur will be final and binding on both the **parties of this tender or contains there in.**
- ૮.૭ All labor/employees deployed by the agency at the Solapur University, Solapur shall abide by the rules and regulations laid down by Solapur University, Solapur from time to time.
- ૮.૮ The agency shall ensure that it fully complies with and observes all provisions of the Contract Labor (Regulation and Abolition) Act, ૧૯૭૦, the minimum Wages Act, ૧૯૪૮, Payment of Wages Act, ૧૯૩૫, Payment of Gratuity Act, ૧૯૭૨, Payment of Bonus Act, ૧૯૬૫, Weekly Holiday Act, ૧૯૪૨, Minimum Wages Rule ૧૯૬૩, Employees Provident Fund and Misc. Provisions Act, the ESI Act and such other statutory enactments, rules and regulations laid down by the Government or local body and subsequent amendments there to. Compliance or violation thereof shall be the agency's sole responsibility and the University shall not be liable for the same.
- ૮.૯ The Solapur University, Solapur shall not accept and entertain any claim in the event of the agency's employee sustaining any injury, damage or loss either to person or property either inside or outside of the University premises. It shall be the sole responsibility of the agency to repay all such expenses in respect of the employees deployed by it.
- ૮.૧૦ The agency shall provide necessary E.S.I. cover to his employees under Workmen Compensation Act.
- ૮.૧૧ The agency shall make statutory payments such as Provident Fund; ESI etc. for the supplied employees deployed at the University and submit the proof of the same every month to the University along with monthly bill.
- ૮.૧૨ The agency shall have its own office in Solapur and shall follow the instructions given by the University from time to time.
- ૮.૧૩ The agency will have to pay Income Tax, Professional Tax, Service Tax and other statutory charges, as applicable from time to time.
- ૮.૧૪ The agency will have to maintain records of P.F. and E.S.I. account and make the same available to the University as and when required.
- ૮.૧૫ The University reserves the right to reject any or all tenders. The University may accept tender in full or part or may award part of the works to different bidders.
- ૮.૧૬ The University reserves the right to get clarification and additional documents form the bidder if necessary.

FORM NO.1

DETAILS OF MANPOWER SUPPLY
CARRIED OUT BY THE CONTRACTOR IN LAST THREE FINANCIAL YEARS
(Attach certificated copies of valid work order.)

NAME OF THE CONTRACT OF:

Sr. No	Name of work	Name and address of the organization from whom the work was done	Place and State	Agreement No.	Date of Commencement	Tendered cost (In lakhs)	Total cost of Work done (In lakhs)	Date of Completion	Principle Features in brief	Copy Attached Yes/No
१	२	३	४	५	६	७	८	९	१०	११

Note: - This is only a standard form. Details are to be furnished in this format in the form which shall be signed by the tendered, scanned & uploaded/attached in cover no. I.

Contractors Signature with Seal

१०० Rs. Bond Paper

AFFIDAVIT

I _____ age _____ years
residing at _____ by way of this
affidavit do hereby solemnly affirm and declare that I _____
Proprietor / Partner of the _____ Firm and submitting the tender for the work of "Manpower Supply Services to Solapur
University, Solapur". The documents, I have submitted in COVER No. ७ are true and correct. I further solemnly affirm that there is no incorrect or misleading
of incomplete information submitted in the documents. If the incorrect or misleading or incomplete information found in the documents, I will be responsible for
the legal consequences and eligible for legal action.

Contractors Signature with Seal

ANNEXURE- I

FORMAT OF MONTHLY CERTIFICATE OF COMPLIANCE OF
STATUTORY OBLIGATIONS BY THE CONTRACTOR

From: ----- W.C. No. ----- For the
month of -----

१. Has the Attendance Muster cum Wage Register of persons engaged during the month, duly? Signed by the individual employees and countersigned by the Representative of the Company. Yes/No
२. No. of man-day worked. (Verified with Attendance Muster Cum Wage Register) Yes/No
३. Minimum Number of Persons employed on any working day during the month (Verified with Attendance Muster Cum Wage Register) Yes/No
४. Have all employees been paid wages, Special Allowance of last month under relevant enactments? (Verified with Attendance Muster Cum Wage Register) Yes/No
५. Have PF & ESI deposited to concern office made deduction for last bill (if yes attach Challan) Yes/No
६. Have all the employees been extended coverage of PF/EPF & ESI as per the eligibility under PF Act and other Act? Yes/No
७. Are appropriate deductions made towards Professional Tax and Income Tax from the salary wages Paid? (Verified with Attendance Muster Cum Wage Register) Yes/No
८. Are all deductions effected from the Salary/wages are as per provisions of the Payment of Wages Act? (Verified with Attendance Muster Cum Wage Register) Yes/No
९. Have service tax deposited to Government A/C. collected from last bill (if yes attach service tax challan) Yes/No
१०. Are following Register required under provisions of various statutes maintained up to date in the prescribed format kept available the premises of the Company for the Inspection of any Statutory Authority on demand? Yes/No
- A) Register of Persons Employed.
- B) Muster Roll.
- C) Register of Wages.
- D) Register of Deduction.
- E) Register of Advances.

၃၀. Has the license under the provisions of Contractor labor (R & A) Act been obtained/renewed and kept operative? Are the half yearly / yearly returns submitted in time to the Authority under the Act? (Attach Xerox Copy).

Yes/No

(Signature of the Contractor)

(Signature of Officer)

ANNEXURE - II

MONTHLY WAGE STRUCTURE CHART (for referenc ₹ only)

MINIMUM WAGES FOR ZONE NO.II

Sr. No.	Description	Computer Operator / Data Operator / Junior Engineer/ Technical Assistant/ Hardware, Software & Network Expert / Instrument Expert/ Nurse / Lab. Assistant / Driver (Skilled)	Security gard (Semi-Skilled)	Lab. Attendant/ Peon/ Mali / Sweeper (Un-Skilled)
१	Basic (Minimum Wages)	AS per Govt. Norms	AS per Govt. Norms	AS per Govt. Norms
२	DA (Special Allowance)	AS per Govt. Norms	AS per Govt. Norms	AS per Govt. Norms
३	EPF	AS per Govt. Norms	AS per Govt. Norms	AS per Govt. Norms
४	Adm. Charges (PF)	AS per Govt. Norms	AS per Govt. Norms	AS per Govt. Norms
५	EESI	AS per Govt. Norms	AS per Govt. Norms	AS per Govt. Norms
६	ESI	AS per Govt. Norms	AS per Govt. Norms	AS per Govt. Norms
७	Service Charges for १ Years	To be Filled by contractor (In Rupees Per day Per Employee) (Should not be in percentage)		
	Rupees Per day Per Employee			
८	Above rates are excluding GST			

(Name of the Bidder)
Authorized Signatory

Seal of the Firm