



बिहार औद्योगिक क्षेत्र विकास प्राधिकार

प्रथम तल, उद्योग भवन, पूर्वी गाँधी मैदान, पटना-800004

Website-www.biadabihar.in ,Email- biada@rediffmail.com Phone: 0612-2675998/2675991/2675889 (Fax)

CORRIGENDUM

Ref: - Tender for House Keeping Services and Manpower Services at Bihar Industrial area Development Authority (BIADA).

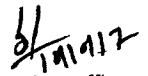

The competent Authority has decided to make certain modification/addition regarding the tender floated for the selection of housekeeping services in Bihar Industrial Area Development Authority, Udyog Bhawan, Patna. The following changes in the tender are being made which is delineated herein below:-

Page No.	Point No.	Existing	May be read as
9	9	I/We have deposited a sum of Rs.3,00,000/- as Earnest Money Deposit with the Employer which will not bear any interest. Should I / We fail to perform the terms of the contract when awarded, I / we do hereby agree that this sum shall be forfeited by the Authority.	I/We have deposited a sum of Rs.1,00,000/- as Earnest Money Deposit with the Employer which will not bear any interest. Should I / We fail to perform the terms of the contract when awarded, I / we do hereby agree that this sum shall be forfeited by the Authority.

Technical bid envelope should contain the following documents:-

1. The Bidder must be a legally constituted Proprietary firm, Partnership firm, Limited Company or Corporate Body, who possess the required licenses, registrations etc., as per law valid at least for 12 months from the date of the opening of tender for providing House Keeping & Manpower Services.
2. The Bidder shall have experience of providing House Keeping and Manpower Services for at least 5 years ending March, 2017.
3. Financial Turnover during the last 3 years ending 31st March 2017 should be at least Rs.10 lacs per year.
4. There should be no case pending with the police against the Proprietor/Firm/Partner or the Company (Bidder). An undertaking in this regard to be provided.
5. The Bidder shall have the following Registrations and details of the same be provided in the Technical Bid:
 - (i) Company Registration
 - (ii) EPF Registration
 - (iii) ESI Registration
 - (iv) GST Registration
 - (v) License issued by the Dept. of Labour, Govt. of Bihar.

All service providers are requested to take note of the same before filling the tender is part of tender.


Chief Administrative officer


ANNEXURE-I

(To be submitted on Letter Head of the Registered Agency)

TECHNICAL BID

PROFORMA FOR HOUSEKEEPING (CLEANING) & MANPOWER SERVICES AT BIADA

Technical Bid should indicate following information along with the Self-attested photocopies of supporting documents:

1. Name of Firm/Agency: _____

2. Registered address: _____

3. Branch Address, if any _____

4. Phone/Fax No. _____

5. Email Address: _____

6. Type of Organization: _____

(whether legally constituted Proprietary/Partnership/Private Limited/Limited/Corporate Body attach proof)

7. Name of Proprietor/Partners/
Directors Of the Organization/Firm _____

Payment Details	
DD No.	_____
Date	_____
Amount	_____
Bank	_____

Sl. No.	Documentary Proof of	Registration No. with Date & validity upto	Proof Attached (if Yes then Page no.)
1	Proof of incorporation/inception of the Agency		
2	Registration for manpower supply/License to act as Housekeeping & Manpower Services Agency		
3	EPF Registration Proof		
4	ESI Registration Proof		
5	PAN Number		
6	Income Tax Return for the last 3 years		
7	GST Registration Proof		
8	Proof of Registration with the Labor Commissioner		
9	Satisfactory Performance certificate from at least three organizations where the contractor has supplied a group of more than 10 persons at a time for Housekeeping and Manpower Services during the last 3 years		
10	Any other relevant information		

Name and signature of the authorized person
of the firm along with seal



ANNEXURE-II
(To be submitted on Letter Head of the Registered Agency)

Finanacial Bid

Sr. No.	Category of House Keeping Staff	Unit of measurement	Nos. of workmen to be engaged	Amount Per month (Rs.)	Total Amount per month in Rs.
1	Providing and supplying House keeping Attendants in the skilled category	Nos.	20		
2	Providing and supplying House keeping Attendants in the unskilled category	Nos.	8		
3	Providing the comprehensive cleaning and housekeeping service in the Authority (The Number and the amount must be quoted)	Nos.			
3	Providing and supplying House keeping Attendants in the semi skilled category	Nos.	2		
4	Providing and supplying House keeping Supervisors	Nos.	1		
5	Equipment Rent Charges	per month	1		
6	Total per month		4		
7	Contractor's overhead and profit in percentage----- over and above the amount at Sr. no. 6	Agency has to quote % in particulars and the equivalent amount in Rs. In amount column			
8	Sub Total 'B' (6+7)				
9	Services tax @ 14%				
10	Grand Total (Sr. No. 8 + Sr. No.9)				
	Total amount towards providing of house keeping staff per annum (Sr. No.10x12)				
	Total amount in words:				

Signature of the Contractor

