



**OFFICE OF THE COMMISSIONER OF GST AND CENTRAL EXCISE  
CHENNAI SOUTH COMMISSIONERATE  
M.H.U. COMPLEX, 692, ANNA SALAI, NANDANAM, CHENNAI-600035**

C.No. GEXCOM/HQR/INFR/24/2023-HQRS O/o COMMR-CGST-CHENNAI(S)

Date: 09.03.2023

**TENDER NO. 05/2023**

**NOTICE INVITING ONLINE E-TENDER FOR PROVIDING  
EXTERNAL MAINTENANCE SERVICES**

The MHU Complex, 692, Anna Salai, Nandanam is occupied by the Offices of the GST & C.Ex., Chennai South Commissionerate, M/s ELCOT Limited, M/s Poompuhar Shipping Corporation Limited, and M/s TIIC Ltd. **THE CO-OWNERS' COMMITTEE, MHU COMPLEX, NANDANAM, CHENNAI-600 035**, invites online e-tenders from reputed, registered persons/firms/companies engaged in the business of Housekeeping Services for providing **External Maintenance Services (Unskilled : Sweeper Category)** at the above location for the period from **01.04.2023 to 31.03.2024**. The tender document can be downloaded from the website <http://eprocure.gov.in> and [www.centralexcisechennai.gov.in](http://www.centralexcisechennai.gov.in) or [www.cbic.gov.in](http://www.cbic.gov.in). The last date for receipt of e-tenders in online portal through <http://eprocure.gov.in> is 23.03.2023 till 17.00 Hrs. In no case, manual tenders will be accepted or entertained.

**TIME SCHEDULE OF TENDER**

S.No	Particulars	Date	Time
1	Tender e-publish date	09.03.2023	18:00 Hrs
2	Document download start date	09.03.2023	18:00 Hrs
3	Start date for seeking clarification (on-line)	09.03.2023	18:00 Hrs
4	Last date for seeking clarification (on-line)	23.03.2023	15:00 Hrs
5	Bid submission start date	09.03.2023	18:00 Hrs
6	Bid submission last date	23.03.2023	17:00 Hrs
7	Tender opening date (Technical)	24.03.2023	17:10 Hrs

  
(T. NALINA SOFIA)

**ADDITIONAL COMMISSIONER  
GST & C. Ex, CHENNAI SOUTH COMMISSIONERATE  
& CHAIRMAN, CO-OWNERS COMMITTEE**

To:  
Notice Boards

Copy to: 1) The PRO, Chennai Audit-II Commissionerate - for Notice Board  
2) The Superintendent of GST & Central Excise (Computer Section), Chennai South Commissionerate to publish in the official website



**OFFICE OF THE COMMISSIONER OF GST AND CENTRAL EXCISE  
CHENNAI SOUTH COMMISSIONERATE  
M.H.U. COMPLEX, 692, ANNA SALAI, NANDANAM, CHENNAI-600035**

C.No. GEXCOM/HQR/INFR/24/2023-HQRS O/o COMMR-CGST-CHENNAI(S)

Date: .03.2023

**NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR  
EXTERNAL MAINTENANCE SERVICES**

Online e-tenders are invited for and on behalf of **THE CO-OWNERS COMMITTEE, MHU COMPLEX, NANDANAM, CHENNAI 600 035** for "Outsourcing of External Maintenance Services (Unskilled : Sweeper Category) in the offices at MHU Complex, Nandanam, Chennai-35 for the period of one year from 01.04.2023 to 31.03.2024. The details of work specifications, terms & conditions are outlined in the Annexures to this e-tender as under:

- |                  |                                      |
|------------------|--------------------------------------|
| (a) Annexure-I   | : Application Form                   |
| (b) Annexure-II  | : Scope of Work                      |
| (c) Annexure-III | : Prequalification criteria for firm |
| (d) Annexure-IV  | : Format of Technical Bid            |
| (e) Annexure-V   | : Terms & Conditions                 |
| (f) Annexure-VI  | : Enclosure to Price Bid             |
| (g) Annexure-VII | : Undertaking                        |
| (h) BOQ          | : Price Bid                          |

2. The Tender enquiry documents will be available on official website <http://centralexcisenchennai.gov.in> and on <http://eprocure.gov.in> from 09-03-2023.

3. Mode of Tendering: Interested bidders may download the tender enquiry documents (TED) and submit their tenders online at Central Public Procurement Portal website: <https://eprocure.gov.in/eprocure/app> and bid online through the portal [www.eprocure.gov.in](http://www.eprocure.gov.in). The Tender should be addressed to the Commissioner of GST & Central Excise, Chennai South Commissionerate, No. 692 Anna Salai, MHU Complex, Nandanam, Chennai 600 035 with words "Bid for External Maintenance Services in the offices at the MHU Complex for one year from 01.04.2023 to 31.03.2024". The bids are invited in a two-bid system (Technical and Financial) from reputed service providers and are required to be submitted in two parts, namely, (1) Technical Bid and (2) Financial/Price Bid. The Financial/Price bid should be valid for One (01) year from the date of opening of the Tender. Incomplete bid documents shall be rejected.

4. Each tender/Bid should be accompanied by an Earnest Money Deposit (EMD) amounting to Rs.20,000/- (Rupees Twenty Thousand Only) which shall be in the form of Demand draft from any Nationalized Bank / Scheduled Bank drawn in favour of "PAY AND ACCOUNTS OFFICER, CENTRAL EXCISE, CHENNAI." Payable at Chennai and shall be submitted in person to the Public Relations Officer (PRO), Chennai South Commissionerate on or before the bid submission last date i.e. 23-03-2023 before 17:00 hours. Qualifying bids without Earnest Money Deposit will be rejected. EMD will be returned to all the unsuccessful bidders at the end of the selection process. However, the EMD shall be forfeited in case the successful bidder withdraws or the details furnished found to be incorrect or false during the tender selection process. No interest shall be paid on the Earnest Money Deposit. No other form of deposit towards Earnest Money shall be accepted. EMD of successful bidder will be returned on furnishing performance guarantee as detailed below:-

5. **Performance Guarantee:** Within 15 days of the successful bidder's receipt of notification of Award of Contract from the Commissioner of GST & Central Excise, Chennai South Commissionerate, the Bidder shall furnish a Security Deposit at the rate of 10% of the annual contract value in the form of a Bank guarantee from any nationalized bank **drawn in favour of**



**"The Chairman, Co-owners Committee"** payable at Chennai. If the bidder fails to submit the Security deposit within the stipulated time, **"The Chairman, Co-owners Committee"** shall without prejudice to any other right or remedy, be at liberty to forfeit the Earnest Money deposited by such person absolutely or may, at its sole discretion, treat the bidder as having lost his eligibility for the award of the contract. The performance guarantee shall be refunded to the selected bidder without any interest within three months from the date of completion of contract period.

6. **The tenderer shall sign and stamp on each page of this tender document and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and to upload the same along with the qualifying bid.** The tenderer would fill the information in the Annexures enclosed at the end of this document in clear and legible terms. Wherever required the price quoted shall be written in figures and words as well. Annexures shall also have to be signed and stamped by the bidder or his/her authorized signatory.

7. **The tenderer shall quote their rates for the service to be provided in Indian Rupees** (in both words and figures) which should include deduction towards PF, ESI, Pension and Bonus, other statutory taxes and fees etc, and the same would not be payable over and above the rates thus quoted. Kindly note that **"if a firm quotes nil service charges or consideration, the bid shall be treated as unresponsive and will not be considered"**

8. This office reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for such action.

9. The tender forms shall be rejected if it is not complete in any aspect.

10. The tender documents are not transferable.

11. Not more than one tender shall be submitted by one contractor having business relationship. Under no circumstances will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

12. The short-listed tenders along with the documents will be submitted to the '**Competent authority**' and upon approval by the '**Competent authority**', the successful bidder will be intimated about the award of contract to them.

13. Late submission of tenders and EMD shall not be accepted.

14. Tenders without EMD will be treated as non-responsive and will be rejected, at the initial stage itself "as Tenders received without EMD". No exemption from payment of EMD is available to any bidder for any reason whatsoever, except MSEs as defined in the MSE Procurement policy issued by the Department of MSME.

15. The Bidder should clarify any doubt/query regarding the specification and scope of work from the Public Relations Officer, Chennai South Commissionerate, No. 692 Anna Salai, MHU Complex, Nandanam, Chennai-600 035 on any working day between 11:00 am to 3:00 pm before 23.03.2023. The bidder should fulfil pre-qualification/eligibility criteria & conditions of the tender and should submit all documents attested by the authorized person along with the bid.

16. The technical bid will be opened first in the presence of the Tender Committee Members and the Bidders at the MHU Complex, Nandanam, Chennai 35. The financial bids of technically qualified bidders only shall be opened in the presence of the Tender Committee Members and the bidders. The Bidders, can remain present, if they so wish. After evaluating the financial bids received under Cover II, the bidder who ranked the lowest (L-1) Price will be awarded the work. In case the financial bid of more than one agency is same as L-1, then the Commissioner of GST & Central Excise, Chennai South Commissionerate will be assigning marks to various eligibility parameters like turnover, number of years of relevant experience etc. of such L-1 bidders and work will be awarded to the bidder who score highest marks, among the L-1 bidders.

17. Last date and time for submission of Bid/Tender is: 23-03-2023 up to 17:00 hrs.

18. In the event of any of the above-mentioned date being subsequently declared as a holiday / closed day for this office, the tenders will be opened on the next working day at the scheduled time.

 T. Nalina Sofia

(T. NALINA SOFIA)

**ADDITIONAL COMMISSIONER  
GST & C. Ex, CHENNAI SOUTH COMMISSIONERATE  
& CHAIRMAN, CO-OWNERS COMMITTEE**

To:

Notice Boards

Copy to:-

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**ANNEXURE-I**

**NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR EXTERNAL MAINTENANCE SERVICES IN THE OFFICES AT THE MHU COMPLEX FOR ONE YEAR FROM 01.04.2023 TO 31.03.2024.**

**APPLICATION FORM**

Date:

FROM:-

To  
The Deputy Commissioner of GST & Central Excise,  
Chennai South Commissionerate,  
No.692 Anna Salai, MHU Complex, Nandanam, Chennai-600 035.

Sir,

Subject: E-Tender for "External Maintenance/Housekeeping Services in the offices at MHU Complex for one year from 01.04.2023 to 31.03.2024" - Reg.

Ref : (1) Your office e-tender Notice No.....Dated.....  
(2) EMD-DD No..... Dated.....for Rs.....

I/We have also examined the requisite specifications and my/our offer is to provide the required services in accordance with the specified scope of work.

I/We quote the rate inclusive of all taxes, duties, transportation, etc (in complete).

Yours faithfully,

(Signature and stamp of the Tenderer)  
Legal status (Prop/Partnership/Registered Company etc.)

## **ANNEXURE-II**

### **NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR EXTERNAL MAINTENANCE SERVICES IN THE OFFICES AT THE MHU COMPLEX FOR ONE YEAR FROM 01.04.2023 TO 31.03.2024.**

#### **SCOPE OF WORK**

##### **I. EXTERNAL MAINTENANCE:**

The contractor is required to provide for the cleaning and upkeep of all the staircases of the building and cleaning and upkeep of external areas, parking areas, approach roads in the complex, and inclusive of maintenance of the greeneries of the building. The optimum number of persons required for the maintenance work shall be decided by the contractor for satisfactory performance. The contractor has to deploy persons on all days excluding Sundays and public holidays and in general shift during the day time. The total external area for upkeeping is 57,973.48 sq.ft. and presently 4 persons are engaged for the said service.

### **ANNEXURE-III**

#### **NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR EXTERNAL MAINTENANCE SERVICES IN THE OFFICES AT THE MHU COMPLEX FOR ONE YEAR FROM 01.04.2023 TO 31.03.2024.**

#### **ELIGIBILITY CRITERIA:**

#### **CONDITIONS TO BE SATISFIED IN THE QUALIFYING/TECHNICAL BID DOCUMENT**

1. The Bidder should have minimum three years of experience in providing housekeeping services to various organizations and should have completed at least two such works with a single annual Contract value of Rs.10 lakhs or above in the similar activities in the last three years. Copies of the Work order/Agreement and Work Completion certificate for the work Completed with TDS certificates to be uploaded along with bid document.
2. The bidder must have ESI Registration and EPF Registration, registered before 01-04-2019. The bidder must also have their GST Registration. Proof should be enclosed along with the qualifying bid.
3. The bidder must have obtained Permanent Account Number (PAN) under the Income Tax Act, 1961.
4. The evidence for filing of Income Tax Returns along with audited Profit and Loss Account and Balance Sheet for past three financial years 2019-20, 2020-21 and 2021-22 should be enclosed along with the qualifying bid.
5. The bidder must have an Annual Average Turnover of not less than of Rs.20 Lakh during the last three financial years 2019-20, 2020-21 and 2021-22 certified by a Chartered Accountant and the certificate should be enclosed along with the qualifying bid.
6. The tenderer should not have incurred loss in any of two years during the last three years as on 31.03.2022.
7. GST should have been paid during the F.Y. 2020-21, 2021-22 and 2022-23 (up to Dec 2022) (copies of returns filed with GST department to be uploaded along with bid document).
8. The bidder must produce a solvency certificate obtained from his banker during the F.Y 2022-23 for an amount not less than the amount of the Contract for the period from 01-04-2023 to 31-03-2024. Solvency certificate obtained during earlier financial years will not be accepted.
9. The bidder should ensure that total number of persons to be engaged should be commensurate with the nature/type of work and the total area involved.
10. The bidder should not have been black listed by GST/Central Government department (Declaration to this effect as in Annexure-VII to be uploaded along with bid document).
11. The tenderer should not have been any kind of litigant whose application pending before any court of Law, Court proceedings are in process and final Judgements by any Court of Law is pending relating to any cases pertaining to the Department/ Government of India or any of other Government or any Public Sector Unit or any Government related Organizations. [Declaration to this effect to be uploaded and details of litigations, if any should be uploaded along with bid document].
12. With regard to the various proof/supporting documents produced by the bidders for establishing that they meet the various eligibility conditions, it shall be the department's prerogative to decide whether the document produced is valid evidence or not and to call additional proof, if required.

#### **13.Earnest Money Deposit (EMD)**

**13.1** Each tender/Bid should be accompanied by an Earnest Money Deposit (EMD) amounting to Rs. 20,000/-(Rupees Twenty Thousand only) which shall be in the form of Demand Draft from any National Bank/Scheduled Bank drawn in favour of "PAY AND ACCOUNTS OFFICER, CENTRAL EXCISE, CHENNAI." payable at Chennai and shall be submitted in person to the Public Relations Officer (PRO), GST Chennai South Commissionerate on or before 23.03.2023 before 17.00 hours. Qualifying bids without Earnest Money Deposit will be rejected. EMD will be

returned to all the unsuccessful bidders at the end of the selection process. However, the EMD shall be forfeited in case the successful bidder withdraws or the details furnished found to be incorrect or false during the tender selection process. No interest shall be paid on the Earnest Money Deposit.

**13.2** No other form of deposit towards Earnest Money shall be accepted.

**13.3 Tenders not accompanied by the Earnest Money Deposit in the manner prescribed in 13.1 will be summarily rejected.** No exemption from payment of EMD is available to any bidder for any reason whatsoever, except MSEs as defined in the MSE Procurement Policy issued in Department of MSME (or) are registered with the Central Purchase Organization or with the Finance Ministry or this department.



**ANNEXURE - IV**

**NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR EXTERNAL MAINTENANCE SERVICES IN THE OFFICES AT THE MHU COMPLEX FOR ONE YEAR FROM 01.04.2023 TO 31.03.2024.**

**QUALIFYING/TECHNICAL BID DOCUMENT:-**

1.	Name of the Registered Firm/ Company	:	
2.	Address of the company (with Tel. No., Fax & Email)	:	
3.	Status of Ownership (Proprietary / Partnership/Company - upload proof)	:	
4.	Name & Address of the Partners/ Directors (with Mobile No.)		
5.	Contact Person (s) (with mobile number)	:	
6.	Date of establishment of the firm/company	:	
7.	(a) Experience & Completion Certificates for providing similar services (upload proof) as in Annexure III para 1.1&1.2	:	
8.	Average Annual Turnover for financial years 2019-20: 2020-21: 2021-22:  certified by a Chartered Accountant (upload copy) as in Annexure III para 5	:	
9.(a)	PAN No. (upload copy) as in Annexure III para 3		
(b)	Copies of audited Balance sheet and P/L account For the financial years: 2019-20: 2020-21: 2021-22: (upload document copies) as in Annexure III para 4&6		
(c)	Copies of Income Tax Returns filed for The assessment years: 2020-21: 2021-22: 2022-23: (upload document copies) as in Annexure III para 4		
10.	Declaration as in Annexure III para 11		
11.	GST Registration No. (copy of Registration certificate along with copies of returns filed with GST department to be uploaded along with bid document) as in Annexure III para 7		
12.	Details of ESI & EPF registration as in Annexure III para 2		
13.	Details of EMD as in Annexure III para 13		
14.	Solvency Certificate as in Annexure III para 8		
16.	Details of litigation against Government Departments/Government Organizations in judicial fora with regard to services done or to be done to the above. (Upload declaration and details as in Annexure III para 12		

## **DECLARATION**

I/ we hereby certify that the information furnished above is full and correct to the best of my/ our knowledge. I/ we understand that in case any deviation is found in any of the statements at any stage, the company/firm will be blacklisted and will not have any dealing with the Department in future.

Signature and stamp of the Owner/  
bidder/ authorized Signatory with  
complete Name, Address, Contact No.(s),  
including Mobile No.(s).

## ANNEXURE - V

### NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR EXTERNAL MAINTENANCE SERVICES IN THE OFFICES AT THE MHU COMPLEX FOR ONE YEAR FROM 01.04.2023 TO 31.03.2024.

#### GENERAL TERMS AND CONDITIONS:

1. The personnel deployed should be well experienced and trained adequately and of sound health. They should be well behaved and well mannered. They should be provided with uniforms and identity cards prominently displayed. They should have knowledge of local language.
2. If a particular person is absent on any day, a suitable substitute should be deployed in his place.
3. The personnel should attend to work punctually. The personnel will perform all the duties enumerated in the contract for such services and as specified by the department from time to time.
4. The Contractor should pay to their personnel a minimum wage at the prevailing rate as fixed under the **Minimum Wages Act** and any breach of this condition will render it liable for termination of the contract and the same would be dealt with accordingly. Besides, ESI and PF per head at the current rate should be paid by the Contractor every month as per the existing rules. The Service Provider should also maintain Pay Roll containing the above details. The contractor would be liable for ensuring compliance with the relevant rules and regulations as notified by the Government in this regard from time to time. Whenever Minimum wage is revised by the respective Labour authorities, it shall be the duty of the contractor to immediately pay such revised minimum wages to the personnel deployed and then claim re-imbursement from The Commissioner of GST & Central Excise, Chennai South by providing copies of such orders and proof of disbursement to the contract personnel deployed in the office of the Commissioner of GST & Central Excise, Chennai South.

If there is revision in the Minimum Wages prescribed by the Office of the Deputy Chief Labour Commissioner (Central) as applicable to this contract under Minimum Wages Act, during the currency of the contract, then:

  - (i) If the revised minimum wages rates are less than the quoted rates, then rates quoted by the bidder will not be enhanced.
  - (ii) If the revised minimum wages rates are more than the rates quoted by the bidder, then revised minimum wages rates will be considered for reimbursement.
5. The contractor is responsible for payment of monthly salary including leave salary, bonus, gratuity etc., to the personnel as applicable to them.
6. The contractor should ensure that there is no scope for any grievance from the personnel on delayed payment or short payment of wages. The employees engaged by the Contractor will be in the employment of the Contractor only and not of the CO-OWNERS' COMMITTEE, MHU COMPLEX.
7. The staff deployed shall be the employees of the Service provider. The wages to the persons deployed to this Office shall be paid monthly on or before 7th of every month by the service provider and the proof of payment shall be submitted to this Office along with monthly bills. Mode of payment will be monthly and payments to the Contractor will be made through ECS only within a month from the date of submission of bill provided that there is no dispute in respect of rates, quantity and quality of work. Tax shall be deducted at source as per the prevailing Income Tax Act, 1961 from the monthly bills. The payment will be made individually by the Co-owners' according to their proportionate share in the office complex.
8. The service provider should be financially sound and should be able to make payments to the deployed personnel on their own up to two months, in case of any unforeseen contingencies. The successful bidder has to submit an undertaking in this regard.
9. The MHU complex is owned by four co-owners and their names and proportion of their shares are given below:

1.	GST & Central Excise	50.39 %
2.	M/s. TIIC Limited	38.14 %
3.	M/s. ELCOT LTD	06.20 %
4.	M/s. PSC Ltd.,	05.27 %

10. The Contractor shall indemnify and shall keep this office indemnified against any acts of commission and omission or negligence, dishonesty or misconduct of the men / women engaged for the work and this office shall not be liable to pay any damages or compensation to such person or to the third party. All damages caused by the maintenance personnel shall be charged to the Contractor and recovered from their dues/bills.
11. This office reserves the right to terminate the services of the Contractor at any time without giving any notice whatsoever.
12. All existing statutory regulations (both the State & the Central Governments) shall be adhered to and complied with by the Contractor and all records maintained thereof should be available for scrutiny by the Committee or its representative. The Contractor shall strictly comply with the terms and conditions of the agreement, which will be executed with the successful contractor. Failure on the part of the Contractor to comply with such statutory requirements and / or the terms of the agreement during the period of agreement or deficiency in services shall result in termination of the contract.
13. The contract will be in force for a period of one year from 01.04.2023 to 31.03.2024 and no escalation of price whatsoever would be allowed during the pendency/currency of the contract except in circumstances as in clause 5.
14. If at any point of time during currency of JOB, the SCOPE OF WORK for which this job has been awarded is reduced / abandoned, the payment / value of this job order shall be reduced on pro-rata basis by this office and would be binding on the Contractor (Service provider)
15. **All the Housekeeping materials/consumables such as Brooms, Cobweb sticks, dusters, mopsticks, garbage bins, hose pipes, cleaning machinery etc. as required to clean the MHU Complex external premises will be supplied by the Contractor and actual costs will be reimbursed to the Contractor based on the comparable price available in the market. Invoice for the purchase of the materials to be submitted along with the monthly bills.**
16. Any dispute arising out of this agreement or that which may arise in future, shall be resolved by taking recourse to mutual settlement, arbitration / conciliation clauses formulated by International Centre of Alternative Dispute Resolution (ICADR), failing which the dispute will be subject to Chennai jurisdiction only.
17. Any dismantled debris excavated surplus earth and water arising during execution of work, shall be carted away immediately, irrespective of the lead and lift involved, to a place without causing hindrance to the occupants. The Contractor shall be required to strictly comply with these requirement without giving any scope/room for urging or follow up from this Office.
18. The Accepting Authority reserves the rights to operate or not to operate or partly operate any item mentioned in the schedule.
19. The Contractor will have to execute an agreement with the Accepting Authority, covering all aspects of the contract in the format prescribed within 30 days of acceptance of contract and till such agreement is signed the terms and conditions of this Tender document shall hold good.
20. A security deposit for an amount equal to 10% of the annual contract value shall be submitted by way of Bank guarantee, before signing the contract as mentioned in Clause 5 of Tender Notice.
21. While carrying out the work, extreme care should be taken to ensure the safety of the people engaged by the contractor for the work, and the staff/officers employed in the offices in the premises. Contractor shall take necessary precautions and make all necessary arrangements in this regard.
20. In the event of shifting of any premises in this notice and addition or deletion of any external office space, the rate quoted per sq. feet by the bidders will be applicable pro-rata.
21. The Contractor shall comply with all the provisions of The Employee's State Insurance Act, The Workman Compensation Act and arrange for employee's liability insurance etc and any



other insurance/registrations required under law and regulations. In addition, the Contractor shall also cover his tools, tackles & equipment, sub contractors' staff and workmen under suitable insurance. Further to the above, the Contractor shall also cover third party risk by Insurance.

22. The Contractor will abide by all rules, regulations & statutes imposed by the Government or any other concerned authorities. He will be responsible for workman's compensations and other requirements for housing or any other amenities and site facilities, such as water and power required by the Contractor's crew and shall provide the same to them.

We agree to the above terms and conditions.

Signature with Date Name of the Firm Seal

**ANNEXURE-VI (Enclosure to the Financial Bid)**

(Note: The financial bid is to be submitted in BOQ format only and supported by this enclosure to financial Bid)

**NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR EXTERNAL MAINTENANCE SERVICES IN THE OFFICES AT THE MHU COMPLEX FOR ONE YEAR FROM 01.04.2023 TO 31.03.2024.**

1. Name of the party :
2. Address (With Tel No., Fax No.) :
3. Name & Address of the proprietor / Partners / Directors (With Mobile No.) :

**Rates quoted shall be as per statutory requirement**

*AMOUNT IN RUPEES*

<b><u>DESCRIPTION</u></b>	<b><u>External Maintenance Service (Unskilled : Sweeper Category)</u></b>
BASIC PAY (per person)	
Variable DA	
Gross Daily Wages	
ESI @ _____ in % **	
EPF @ _____ % **	
Pension Fund _____ %	
Bonus	
Other statutory tax (if any)	
Sub-total	
Contractor's Service Charges _____ %	
Grand Total of daily wage per person	
Number of days in month	<b><u>26</u></b>
Gross Amount per month per person	

**PROPOSED MANPOWER DEPLOYMENT (Refer Annexure-II)**

<b>Sl. No.</b>	<b>Buildings</b>	<b><u>External Maintenance Service (Unskilled : Sweeper Category)</u></b>
1.	M.H.U Complex, Nandanam, Chennai-35	
	<b>Total</b>	

"Certified that the above quoted rate complies with The Minimum Wages Act and all the statutory provisions and rules as applicable. The above rates are inclusive of all the taxes (except GST) payable to the Government."

**Note: "if a firm quotes nil service charges or consideration, the bid shall be treated as unresponsive and will not be considered"**

(Signature of Bidder/Authorized signatory with Name and date and office seal)

**ANNEXURE-VII**

**NOTICE INVITING E-TENDER THROUGH E-PROCUREMENT FOR EXTERNAL MAINTENANCE SERVICES IN THE OFFICES AT THE MHU COMPLEX FOR ONE YEAR FROM 01.04.2023 TO 31.03.2024.**

**UNDERTAKING BY THE BIDDER**

I /We undertake that my/our firm M/S .....has not been blacklisted by any Govt. Department /Public Sector Undertaking/Autonomous Body.

2. I..... Son /Daughter / Wife of Shri.....Proprietor / Partner/ Director /authorized Signatory of M/s .....is competent to sign this declaration and execute this tender document:

3. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them:

4. The information/documents furnished along with the above application are true and correct to the best of my knowledge and belief. I/We, am/are well aware of the fact that furnishing of any false information /fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law;

5. I/We understand that in case any deviation is found in the above statement at any stage, our concern/firm/company shall be blacklisted and shall not have any dealing with the Department in future.

Date:

Signature of the authorized Signatory of the firm/  
Company/Organization Office Stamp /Seal

Place :

