



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

**GOA DIVISIONAL OFFICE,
JEEVAN VISHWAS PATTO,
PANAJI, GOA . TEL -0832-2438425**

NOTICE

TENDER FOR APPOINTMENT OF FULL-TIME CARE TAKER ON CONTRACT BASIS FOR LIC'S GENERAL AND VIP GUEST-HOUSE AT PANAJI AND GENERAL GUEST HOUSE AT MARGAO- TENDER NO. 01/2024-2025 DUE ON 26.08.2024

Life Insurance Corporation Of India , Goa Division , hereinafter referred to as 'LIC' having its Divisional Office at ,EDC Complex, "Jeevan Vishwas Building", Fifth Floor , PATTO – PANAJI-GOA, invites sealed bids for appointing full time care takers on purely contract basis for LIC guest Houses in Goa at below mentioned addresses at PANAJI and MARGAO .

The term 'Care-Taker on Contract Basis" is being referred to as "The contractor OR The Vendor" in the entire text of the schedule of this tender for brevity's sake

QUALIFICATION CRITERIA :

- 1) a) Should have minimum 3 years experience and Technical expertise in undertaking similar works.
b) Should have at least 10 personnel sufficiently trained in house keeping services.
c) Should have the requisite licenses . Approvals , certificates from all statutory authorities like Municipality / Labour / PF / Income Tax / GST / ESI Dept . Valid for entire duration of the above work .
d) Should enclose satisfactory performance certificates as testimonials.
e) Cost of the Tender Form is Rs. 295/- (Including GST @ 18%)
f) Earnest Money Deposit is Rs. 40000/- .
Vendors having in force NSIC/MSME registration certificates are exempted from paying EMD, However proof of validity of certificate duly attested is to be submitted.
- 2) The pre qualification /post qualification of bidders would be based purely upon the capability, competence, capacity, resources, experience and expertise. The Bidders would be required to submit documentary evidence as testimonials.
- 3) Conditional Tender will not be accepted.
- 4) LIC reserves the rights to relax/ alter any of the Terms & Conditions as it deem fit.
- 5) LIC reserves the right to reject any OR all the proposals without assigning any reason thereof.
- 6) If the Financial Bid is found to be of same Amount LIC reserves the right to award the Contract at its discretion. The Bid shall be valid for 120 days.
- 7) The Tender shall be submitted in 2 parts i.e. Part-I (Technical Bid) and Part II- (Financial Bid). The mode of submission of Tender will be ; Cover-I: This cover forming Part-I of the Tender should be super scribed with words "Tender for APPOINTMENT OF FULL TIME CARE TAKER ON CONTRACT BASIS FOR LIC'S VIP/VVIP & GENERAL GUEST HOUSE AT PANAJI & MARGAO- Technical Bid "(Containing all the certificates/ Information/Documents etc.,)
- 8) Cover-II- This cover forming Part-II of the Tender should be super scribed with words" Tender for APPOINTMENT OF FULL TIME CARE TAKER ON CONTRACT BASIS FOR LIC'SVIP/VVIP & GENERAL GUEST AT PANAJI & MARGAO-FINANCIAL BID". This cover will be opened after short listing of Tenders based on the Technical Bids.



- 9) Cover -III- This is Master cover containing the above two covers of Technical Bid & Financial Bid along with EMD & Tender fees and this cover should be super scribed with the words "Tender for APPOINTMENT OF FULL TIME CARETAKER ON CONTRACT BASIS FOR LIC'S VIP/VVIP AND GENERAL GUEST HOUSE AT PANAJI & MARGAO- and the same to be submitted to Manager (OS), 5th floor, Jeevan Vishwas Bldg., Panaji-Goa, after being inwards at our mail section.
- 10) Those Technical bids which are found to be in order i.e. satisfying all the stipulated conditions for APPOINTMENT OF FULL TIME CARE TAKER ON CONTRACT BASIS FOR LIC'S VIP/VVIP AND GERRAL GUEST HOUSE AT PANAJI & MARGAO". They shall be shortlisted and financial bid of only such short listed Bidders will be opened. Such short listed Bidders will be intimated for the opening of Financial Bid.
- 11) Integrity Pact will form a part of the Tender (attached with Tender Document)

- # PLACE OF WORK :**
1. LIC General Guest House, Flat No.F-1 and S-1, Kamat Estate Bldg. No. 11/A, Near Fire Brigade Office, Tonca , Panaji – Goa.
 2. LIC VIP Guest House, Flat No.2-G-2, Alfred Apartments, Kernant, Caranzalem, Panaji-Goa.
 3. LIC VVIP Guest House, Madhura Bunglow, 38, Lake View Colony, Campal-Panaji, Goa.
 3. BORDA LIC Quarters , Opp Allahabad Bank / St. Joaquim Chappel – BORDA MARGAO – GOA .

PANAJI GH supervised by: Manager (OS) , LIC of India .
Goa Divisional Office, Jeevan Vishwas, EDC Complex,
Panaji-Goa Tel – Nos. 2438400, 2438425.

MARGAO GH Supervised by : Sr. Branch Manager , LIC Branch 999- COMBA ,
Margao Tel No. : 2711184 .

TENDER SCHEDULE :-

TENDER ISSUE DATE 7th August 2024 to 26thth August 2024 upto 15.00 Hrs.
LAST DATE OF SUBMISSION OF TENDER : 26th August 2024 at 13.00 Hrs.
DATE OF TENDER OPENING- 27th August 2024 at 11.30 Hrs.

- SCOPE OF WORK:

- 1 The contractor shall look after the housekeeping/maintenance of the above guest houses as also our visiting guests during the day as well as night hours. The cost of Tea, Coffee , snacks etc. served to be recovered at accruals from the Guest directly . Vendor will not be allowed to serve the eatable items to non-occupants of Guest House.
- 2 The guests are to be admitted in the guest house strictly on the basis of the allotment letters issued by this office.
- 3 Production of identity card/allotment letter is to be insisted upon before admitting any guest into the guest house. No admission shall be permitted to any outsider without specific permission from this office.



- 4 The bed sheets, pillow covers, etc. shall be changed as and when required. The washing charges of the bed sheets, pillow covers, curtains, etc. shall be reimbursed to the contractor by Divisional Office once in a month on production of the original bills.
- 5 To order for Newspaper & Magazines advised by LIC, co-ordinating with the newspaper Agents and the actual expenses incurred will be borne by the contractor and paid to the newspaper agency at the end of the month. The contractor will have to provide 1 English (Times of India) and 1 Hindi newspaper (Navbharat Times) in each guest house.
- 6 DTH Recharge will be done by the Contractor annually/ monthly as the case maybe , coordinating with cable operator (Tata Sky- already operational) to see that all connections available in all the rooms and dining halls are in order and in working condition. **However the actual expenditure incurred for cable connections will be borne by the contractor as per present packs installed. No change to be made without prior approval.**
- 7 The cost of cleaning material items utilized will be reimbursed to the contractor on submission of original bills. No separate charges shall be paid for sweeper/scavenger.
- 8 The Gas cylinder at the guest house shall be arranged and refilled at the contractor's cost.
- 9 The contractor shall collect from the guests the charges for their stay in the guest house, as per the rates fixed by LIC and deposit the same in our cash counter on day to day basis. Tariff sheet shall remain displayed in the guest house. The rates are liable to change on time to time and the same shall be immediately intimated to the Vendor.
- 10 The contractor shall maintain the guest house register supplied by us and the visitor's full name, address, S.R.No. Designation Etc. shall be recorded under their signature.
- 11 The contractor will be required to keep the telephone instruments (which will be used for the incoming calls only) provided in the guest house, under lock and key.
- 12 For all practical purposes, our Divisional Office situated at Jeevan Vishwas EDC Complex Patto - Panaji. will have control over the guest house and its care-taker for the smooth functioning of the guest house. And hence, the contractor has to co-ordinate with the Manager (OS) and also with the OS Dept. of Divisional Office for depositing of guest house charges collected or to take reimbursement towards laundry bills, sanitary material etc. or to take his monthly emoluments. Any shortcomings or complaints in respect of the guest house shall be reported to the Manager(OS) or OS Dept. of Goa Division Office Panaji, OR HOD OS Dept , Margao Branch , immediately ..
- 13 The contractor shall also have to report to the Manager(OS) or OS Dept. of Goa Divisional Office, Panaji, for important matters (Tel.No.2438425).
- 14 It will be the sole responsibility of the contractor to make arrangements to provide uninterrupted service to our visiting guests. Caretaker should remain present in the guest house on 24 X 7 through out the year.



- 15 In case of repairs required to the guest house premises in respect of plumbing, electricity or water supply or in case of break-down of any of the equipments like water purifier, fan, fridge, etc. the same should be brought to the notice of OS Dept. Goa Divisional Office Panaji, in writing/telephonically immediately
- 16 The furniture items provided in the guest house are as per the inventory list and shall be maintained in a good condition. The list of inventory shall be provided to the contractor at the time of finalization of the contract.
- 17 The contractor shall execute an Indemnity Bond on stamp paper of appropriate value indemnifying the Corporation against theft or damage to our properties and/or due to misappropriation.
- 18 The contractor shall make available the complaint and suggestions book in the guest house to all the guests at all times and inspection of the same will be done by the Corporation at any time.
- 19 It shall be the responsibility of the contractor to keep the Guest House bathroom, kitchen etc. tidy and clean by using quality phenyl and cleaning material and the premises shall be washed and cleaned with soap every day by the contractor.
- 20 All the necessary articles/items like mattresses, bed sheets, bed covers, tables, chairs, cupboards, fridge, cooler, water purifier, kitchenware etc. shall be supplied by LIC of India under the acknowledgment of the contractor.
- 21 It will be the duty of the care-taker to make the bedding for guests with freshly washed bedsheets/linen, pillow covers etc.
- 22 Normally bed sheets linen, pillow covers shall be changed at the time of new arrival/registration of guests.
- 23 Maximum occupancy of 4 days is allotted and no beddings shall be changed during occupancy of the same guests unless it is found too soiled/dirty.
- 24 Soiled beddings will be given to laundry periodically for which a register will be maintained and after receiving washed laundry the same shall be checked one to one with the registered entries. Laundry bills shall be certified by the care-taker and the same shall be settled on monthly basis by LIC.
- 25 All the rooms will shall be kept Neat & Tidy to enable LIC to allot the rooms at any point of time.
- 26 The Contractor shall maintain high standards of cleanliness and hygiene throughout the Guest House.



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27 **Description/brand of materials to be used:-**

Function	Chemical Description/Brand
Cleaning and sanitizing of surfaces of toilets/wash rooms	R1-Diversey/Taski
Cleaning of floors and walls	R2- Diversey/Taski
Cleaning of toilet windows, mirrors	R3- Diversey/Taski
Cleaning of WCs, Urinals	R6- Diversey/Taski or Harpic
Removal of oil/grease stains	R7- Diversey/Taski
Removal of hard stains from walls of wash rooms and fittings	R9- Diversey/Taski
Hand-wash in all toilets	Dettol / Lifebuoy
Cleaning of wash basins	Vim liquid and Scotch-brite
Cleaning glass doors, glass shelf, windows of cabins	Colin liquid and glass cleaner/ wiper/yellow cloth
Cleaning glass table tops, coffee tables	Colin liquid and yellow cloth
Cleaning tables, partitions, cupboards	Dusters(checks)
Sweeping lift lobbies, entrance lobbies, floors and stairs and staircases	Lobby/Dry Mop

#- TERMS & CONDITIONS:

- 1 There shall be an agreement on appropriate stamp paper for the period of 1 year renewable for maximum 2 years on satisfactory performance on the same Terms & Conditions and upon renewal of license by the contractor on or before expiry of the license granted by the Appropriate Authority under the Contract of Labour (Regulation & Abolition Act).
- 2 LIC of India reserves the right to terminate the contract at any time if the performance of the contractor is not satisfactory, or running of the guest house is not found to be feasible.
- 3 The contractor shall not appoint any sub-contractors/agent or any other persons to carry out all or any other duty and functions under this agreement nor shall they assign or otherwise transfer the agreement to any other person.
- 4 In the opinion of the LIC, if the contractor is found to be inefficient in carrying out their duties, functions and responsibilities and if the maintenance and upkeep of the guest house is found to be inadequate, inefficient or unsatisfactory, then LIC shall have full authority to terminate the agreement with immediate effect.
- 5 The interested parties are required to inspect the guest house before submission of their quotation. The inspection may be allowed with the prior permission of the Manager (OS), Goa Divisional Office Panaji which is the local controlling office for the said guest houses at Panaji.



- 6 The terms and conditions and the scope of work of the said tender will become part of the agreement once executed.
- 7 The said guest houses is required to run on 24X7 basis, for the entire contractual period without break. Hence the contractor has to make his own arrangement to keep the members of his agency on three shifts to provide uninterrupted service to our visiting guests.

Number of Resources expected at PANAJI GENERAL GH is THREE.

PANAJI VIP GH is ONE.

PANAJI VVIP GH- ONE

MARGAO GENERAL GH is ONE.

The number of resources may vary as per the requirement on same Terms & conditions. Uniforms to be provided to resources as soon as the contract is finalized.

** The minimum wages + VDA as on the date of Publication Of Tender, statutory requirement like PF/ESI etc. should be considered as components while costing .

** The rates quoted in the tender are for providing full time care taking services at GOA LIC Guest Houses, hence the bidder has to verify the Minimum wages prescribed by State government and adhere to the statutory requirements.

** TDS @2% will be deducted.

** Adherence to all statutory requirements will be the sole responsibility of the Contractor and Provisions of Section 33(3) of Insurance Act 1938 as amended by the Insurance Laws (Amendments) Act 2015.

8 ONLY MALE MEMBERS OF THE AGENCY/CONTRACTOR SHALL BE ALLOWED TO RUN THE GUEST HOUSE.

- 9 The contractor shall be responsible to keep all the furniture well maintained which is provided as per the inventory list.
- 10 Interested contractor/agency may quote their monthly emoluments in "QUOTATION FORM" supplied hereunder towards the full compensation for their performing diligently all the duties and functions set forth as above and as per all the clauses of the agreement supplied along with this tender form.
- 11 The contractor will not be allowed to bring in his relatives/friend or any outsider to the guest house. If found so, suitable penalty will be imposed and the contract will be terminated immediately without prior notice.
- 12 .The contractor has to submit bio-data/profile of himself/his firm as per the form enclosed. He should be able to read and write English and he should have ability to speak English and Hindi. Final selection will be done on the basis on personal interview.
13. As a security measure, the Vendor should submit LIC , the Name and address of all the resources deployed along with Photo ids and keep informed LIC on any changes.
- 14 The Contractor, as per the Abolition of Child Labour Act 2006, shall not engage a person below the age of 18 years.



15 Prompt replacement of any personnel whose performance is unsatisfactory or whose presence is considered as detrimental to LIC's interest.

16 Penalty Clause:

Recovery of Penalties from the proceeds of the Contractor.

1. Not wearing Uniform	Rs 50/- per occasion
2. Lack of cleanliness,	Rs 500/-
3. Usage of Premises by person other than allowed worker	Rs 1000/- with Notice.
4. Non maintenance of appliances in good/working condition	Double the cost of repairs.

#- INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDER:

- 1 Last date to receive the tender is 26th August 2024 upto 13.00 Hrs.
- 2 Tenders shall be opened on 27th August 2024 at 11.30 Hrs. in the cabin of Manager(OS) on 5th Floor, Jeevan Vishwas Building, LIC of India, Goa Divisional Office, Panaji. The contractor or his authorized representative shall be allowed to be present at the time of opening of tenders.
- 3 The contractor is requested to put his firm's endorsement (rubber stamp) on each page of the tender document as a token of perusal.
- 4 All corrections to be initialed.
- 5 The earnest Money deposit of Rs. 40000/- plus Rs. 295/- (Inclusive of GST) towards cost of Tender forms, payable to LIC OF India , by demand draft, drawn on any of the nationalized banks, payable at Panaji, should be enclosed with the tender form. The EMD can also be paid in cash at our cash counter (5th Floor, Jeevan Vishwas Building, Panaji) before the prescribed last date & time and the copy of receipt must be enclosed with the tender. The EMD thus deposited shall not bear any interest thereon. Cost of Tender @ Rs 295/- is not applicable to MSME contractors.
- 6 Tender without EMD shall be treated as disqualified.
- 7 The EMD shall be forfeited by LIC of India in the event of tender being accepted but the said contractor fails to execute the contract when called upon to do so.
- 8 The said EMD of the non-successful contractor shall be refunded after the finalization of the contract.
- 9 The sealed tenders super scribed with "**Tender for APPOINTMENT OF FULL TIME CARE TAKER ON CONTRACT BASIS FOR LIC'S VIP/VVIP AND GENERAL GUEST HOUSE AT PANAJI & MARGAO.**" shall be deposited in the tender box located in the cabin of Manager(OS), 5th floor, Jeevan Vishwas Building, Panaji, after being inwards at our mail section.
- 10 The tender should remain open for consideration for a minimum period of two months from the date of opening of tenders.
- 11 No alterations or additions are to be made by the contractor to the text of the schedule of these tender papers.



- 12 The LIC of India reserves the right to accept any tender or to reject any or all tenders without assigning reasons thereof.
- 13 The contractor is expected to visit the said guest house before submitting their tenders and also give declaration of their visit to guest house .
- 14 The LIC of India shall be at liberty and is hereby empowered to deduct the amount of any damages or losses arising out of the negligence of the contractor. The same shall be recovered from any sum or sums due or to become due to the contractor.
- 15 Shortlisted Contractors maybe invited to appear before a specially designated committee for personal interview.

- 16 The Vendor is requested to put his firm's endorsement (rubber stamp) on each page of the Tender document as a token of perusal and sign as a token of acceptance.

- 17 LIST OF DOCUMENTS/REQUIREMENTS TO BE SUBMITTED ALONGWITH THE TENDER (Mandatory Conditions)

Mandatory Conditions :-

- 1) The tendering Firm/Agency/Company are required to enclose photocopies of the following documents duly self attested along with the Technical Bids failing which their bids shall be out rightly rejected and will not be considered.
 - a) Registration certificate with Labour Department
 - b) Copy of PAN Card
 - c) Copy of Income Tax Returns filed in the last three financial years (ie 2020-2021, 2021-2022, 2022-2023)
 - d) Copies of EPF and ESI certificate
 - e) Copy of GST Registration
 - f) Copy of Shop and Establishment License wherever applicable
 - g) Copy of FSSAI Licence
 - h) EMD of Rs 40000/-

#- IN THE EVENT OF TENDER BEING ACCEPTED.

- 1 The total security deposit of the contract shall 10 % of the Annual contracted



value.

- 2 The security deposit shall remain with LIC of India throughout the contract period which shall not bear any interest thereon and the same shall be refunded to the contractor after the expiry of the contract.
- 3 The security deposit shall be deposited by the contractor by way of demand draft OR NEFT within 7 days from the date of issue of acceptance letter.
- 4 The successful contractor shall be immediately invited to execute the agreement with LIC of India.
- 5 The validity of the agreement shall be one year from the date of execution of the agreement. The LIC of India reserves the right to terminate the contract prematurely if the services are found dis-satisfactory.
- 6 In case the contractor wants to terminate the contract prematurely then he shall serve a notice on LIC 90 days in advance for consideration. The said contract is renewable for two more years provided terms and conditions for renewal are acceptable to both the side.

#- REGARDING BILLS/PAYMENTS :

- 1 The contractor shall submit monthly stamped bill after close of the month towards the full compensation for the performance of all the duties and functions as per terms and conditions of the tender/agreement which will be monthly emoluments to the contractor for his job as a full-time care-taker on contract basis. Goa Divisional Office Panaji will release the stipulated monthly emoluments to the contractor by NEFT within 7 days of submitting the Invoice with all relevant documents like monthly PF Remittance statements , ESIC Remittances of all resources deployed at both the guest houses from Panaji & Margao .
- 2 The contractor shall submit the actual bills for laundry expenses, purchase of toiletry items, bill of one local news paper etc. supported by his letter to receive reimbursement towards the same on monthly basis. He shall also maintain separate detail registers for laundry expenses toiletry and general expenses as well as news paper expenses.
- 3 The contractor shall remit guest house charges collected from the visiting guests on day to day basis. The miscellaneous receipts issued in respect of such individual collections shall be preserved by the contractor carefully for yearly audit purpose. Needless to add, the amount so collected, M.R. No. is to be entered on the Guest House Register and the collection should tally with the no. of visitors as per the tariff..
- 4 For all practical purposes mentioned at 1 to 3 above the contractor shall carryout these financial transactions at Goa Divisional Office Panaji at the address given in the tender schedule.



DECLARATION :

I/We personally visited/inspected the site mentioned in the above tender.

I/ We understood the job/works to be undertaken as mentioned in the tender.

I/We will abide the rates quoted in the above tender.

I/We have fully understood all the terms & Conditions contained herein and undertake myself/our self to abide by them.

The information /documents furnished along with the application are true & authentic to the best of my Knowledge and belief. I/We 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.

UNDERTAKING:

This is to certify that our Agency /Company/Firm has not been blacklisted by any of the Office of LIFE INSURANCE CORPORATION OF INDIA/PSU/GOVT undertaking.

AGREED & ACCEPTED :

CONTRACTORS SIGNATURE

SR.DIVISIONAL MANAGER.

RUBBER SEAL:

DATE: _____



(APPOINTMENT OF FULL-TIME CARE-TAKER ON CONTRACT BASIS)

BIO-DATA/PROFILE OF CONTRACTOR

1	Name of the Contractor/ Vendor .	
2	Whether individual OR firm/agency	
3	Name of the firm/agency.	
4	Date of birth of the contractor.	
5	Period of experience in such operations	
6	Educational Qualifications of the contractor (attach copy of passing certificate)	
7	No. of years of experience in the similar field or in the field of hospitality	
8	Names of organizations/establishments with whom associated in the past in a similar field (Attach experience certificate towards testimonials from PSUs / Banks)	
9	No. of persons that can be engaged by the contractor for running of the said guest house on round the clock basis(24 hours)	
10	GSTIN NUMBER(PHOTOCOPY TO BE ENCLOSED)	
11	TURN OVER FOR LAST 3 YEARS 2020-2021, 2021-2022, 2022-2023.	
12	PAN NUMBER(PHOTOCOPY TO BE ENCLOSED)	
13	NEFT DETAILS	
14	GST FILED UPTO	

SIGNATURE OF THE CONTRACTOR _____

RUBBER SEAL:

DATE: _____



LIFE INSURANCE CORPORATION OF INDIA
GOA DIVISIONAL OFFICE,
JEEVAN VISHWAS PATTO,
PANAJI, GOA

QUOTATION REPLY FORM

**TENDER FOR APPOINTMENT OF FULL TIME CONTRACTOR
FOR HOUSEKEEPING & MAINTENANCE OF LIC'S GENERAL
AND VIP GUEST HOUSE AT PANAJI AND GENERAL GUEST HOUSE
FROM MARGAO.**

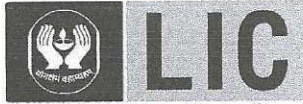
Rs. _____ (Rupees _____)

_____ only) per month towards full
compensation exclusive of GST, for performing diligently all the duties and
functions set forth in the tender form as per the agreement for Housekeeping
and Maintenance of LIC's GENERAL AND VIP/VVIP GUEST HOUSE AT
PANAJI AND GENERAL GUEST HOUSE AT MARGAO & MAPUSA.

SIGNATURE OF THE CONTRACTOR

OFFICE SEAL:

DATE: _____



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FINANCIAL BID COSTING

NAME OF AGENCY:

Costing Details :

	Details	Monthly Amount quoted per Resource X <u>Five</u> Resources	Remarks – Details Of Calculation considering the Statutory requirements.
1	Basic + VDA Wages (Considering Minimum Wages Act declared as per latest Govt . Gazettes.)		(Mention Min. wages factor applied with Calculation)
2	Provident Fund Contribution		13.36%
3	ESI Contribution		4.75%
4	Bonus as per rule @ 8.33%		
5	Total wages per resource		
6	TOTAL for 7 resources as per Tender (A)		GST on Total at the prevailing rates. (Rates will be revised as and when changed)
7	Administrative Charges of the Bidder to be quoted in Percentage only .(If Administrative/Service charges are found to be less than 2.04% of the total in Sr No 4, The tender is liable to be rejected.(B)		This Amount should not be less than 2.05% of TOTAL
8	Monthly Cost Of Approximate Material Requirement (C)		Actuals shall be reimbursable.
9	Monthly Cost Of Approximate Laundry Charges . (D)		Actuals shall be reimbursable.
10	Monthly cost of approximate DTH charges (Tata Sky) (E)		
11	Monthly charge of Newspaper (F)		
12	Grand Total: (A+B+C+D+E+F)		

Income Tax @ 2% on Total Invoice will be deducted.The Contractor has to verify the Minimum Wages prescribed by both Central & State Government and pay the higher of the two as and when the revised Min. wages are notified in the Gazette.(copy of latest Notification to be enclosed basic and variable Dearness Allowance payable to employees employed in unskilled work.)

Place :

Name & Signature Of Bidder with Seal .

Date : _____

Designation. : _____