

*** Only fill highlighted yellow cells as per remarks stated in the corresponding row/as per tender**

Estimated amount for operation and maintenance of Lounge and canteen in Himachal Pradesh RO Shimla and VOF in New shimla - 01.08.2025 to 31.07.2027

Part A Monthly / Total Charges for manpower in lounge and canteen of Himachal RO

Sl. No.	Particulars	Quote percentage wherever applicable	Rate for Category of Unskilled Manpower (in Rs.)	Rate for Category of Semi-skilled cook cum attendant(in Rs.)	Rate for category of Skilled- Head cook	Remarks
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)
1	Monthly (26 days) amount calculated on the basis of latest Minimum wages (as per Central Govt. /State Govt. /DC rate whichever is higher) inclusive of Special Allowance /VDA etc. (Monthly charges to be quoted in Rs.)	_____	14066.00	16432.00	19760.00	Monthly charges mentioned in the price bid for unskilled manpower and amount calculated on the basis of latest Minimum wages (as per Central Govt. or UT Govt/DC rates., whichever is higher). The rate per day taken is Rs 760/- for skilled person, Rs 632/- for semi-skilled cook and Rs. 541/- for unskilled helper Per day for both categories. Vendors/agencies are free to quote higher amount.
2	EPF (Employer Portion)@ 13% (in Rs)*	_____	1829.00	1950.00	1950.00	* NABARD's contributions will be payable on maximum wage ceiling of Rs.15,000/-per month or as revised from time to time. However, the contract manpower can pay at a higher rate and in such case NABARD is not under any obligation to pay at such higher rate.
3	ESI Contribution @ 3.25% (in Rs)**	_____	457.00	534.00	642.00	** NABARD's contributions will be payable where the monthly wages are below Rs.21,000/- or as revised from time to time. Agency shall quote accordingly.
4	Other Charges for uniform & vacuum cleaner etc. / insurance policy / other statutory payments etc. (in Rs.) -					Agency to quote in %age in terms of amount quoted at Sl. No. '1'. Other charges should not be less than 1% andf greater than 5%
5	Sub Total ('1'+ '2'+ '3'+ '4')	-----	16352.00	18916.00	22352.00	Not Applicable
6	Add agency service charges etc.(in Rs.)					Agency to quote in %age in terms of amount quoted at Sl. No. '5'. The service charges should not be less than 3.85% and greater than 7%
7	Sub Total ('5'+ '6') in Rs	-----	16352.00	18916.00	22352.00	
8	Applicable GST 18% (in Rs)	18%	2943.36	3404.88	4023.36	
9	Gross Monthly Charges per person ['7'+ '8'] (Rs.)	-----	19295.36	22320.88	26375.36	
10	No. of Persons	-----	1	1	1	
11	Total Amount - Amount for 24 months (Rs.) ['9'x '10' x 24 months]	-----	463088.64	535701.12	633008.64	
Total amount of Column(iv , v & vi)		1631798.40				

PART- B : Cost of Tea/ Coffee/ Green tea etc. for Office for two year period (from 01/08/2025 to 31/07/2027)

S.No.	Menu Item Name	Approximate Qty. for 24 months in nos.	Unit Rate (Rs.) incl. all taxes/ GST/ duties/ services (to be quoted by the bidder)	Total cost for 24 months (Rs.) (iii*iv)	Remarks
(i)	(ii)	(iii)	(iv)	(v)	
	Rate of serving cups per day of Tea/ Coffee/ Green tea				

A	(for approximately 55 Officers/ employees/ non-staff workers for 22 working days for 24 months). The strength of the staff at present is approximately 55 persons The contractor has to give two cups to each person . The bank will pay for approx. 55 persons and no deduction will be made for any absentee and no additional payment will be made for any extra tea. Payment will be made on actual basis. The same may vary from time to time.	58080			The contractor can quote rates between 12 to 15. Figures shall be rounded off to next higher rupee.
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PART C for VOF- Monthly & Total charges for Attendant cum Cook & Helper Charges with Contractors Administrative / Service Charges etc.

Sl. No.	Particulars	Quote percentage wherever applicable	Rate for Category of Unskilled helper (in Rs.)	Rate for Category of Semi-skilled Attendant cum cook (in Rs.)	Remarks	
(i)	(ii)	(iii)	(iv)	(v)	(vi)	
1	Monthly (26 days) amount calculated on the basis of latest Minimum wages (as per Central Govt. /State Govt. /DC rate whichever is higher) inclusive of Special Allowance /VDA etc. (Monthly charges to be quoted in Rs.)	_____	14066	16432	Monthly charges mentioned in the price bid for unskilled manpower and amount calculated on the basis of latest Minimum wages (as per Central Govt. or UT Govt/DC rates., whichever is higher). The rate per day taken is Rs 760/- for skilled person, Rs 632/- for semi-skilled cook and Rs. 541/- for un-skilled helper Per day for both categories. Vendors/agencies are free to quote higher amount.	
2	EPF (Employer Portion)@ 13% (in Rs)*	_____	1950	1950	* NABARD's contributions will be payable on maximum wage ceiling of Rs.15,000/-per month or as revised from time to time. However, the contract manpower can pay at a higher rate and in such case NABARD is not under any obligation to pay at such higher rate.	
3	ESI Contribution @ 3.25% (in Rs)**	_____	457.15	534.04	** NABARD's contributions will be payable where the monthly wages are below Rs.21,000/- or as revised from time to time. Agency shall quote accordingly.	
4	Add 04 days adjustment charges for leave arrangement / Reliever charges	16.66%	2343	2738	Agency to quote 16.66 %age of amount quoted at Sl. No. '1	

5	Overtime Allowance due to work beyond duty hours in case of exigencies				Agency to quote in %age in terms of amount quoted at Sl. No. '1'. Greater than 1 % and less than 5%	
6	Other Charges for uniform, vacuum cleaner etc./ insurance policy etc. (in Rs.) -				Agency to quote in %age in terms of amount quoted at Sl. No. '1'. Greater than 1 % and less than 5%	
7	Sub Total ('1'+ '2'+ '3'+ '4'+ '5'+ '6')	-----	18816.15	21654.04	Not Applicable	
8	Add agency service charges etc.(in Rs.)				Agency to quote in %age in terms of amount quoted at Sl. No. '8'. The service charges should not be less than 3.85%	
9	Sub Total ('7'+ '8') in Rs	-----	18816.15	21654.04		
10	Applicable GST 18% (in Rs)	18%	3386.91	3897.73		
11	Gross Monthly Charges per person ['9'+ '10'] (Rs.)	-----	22203.05	25551.77		
12	No. of Persons	-----	1	2		
13	Total Amount - Amount for two years (Rs.) ['11' x '12' x 24 months]	-----	532873.2264	1226484.826		
Total amount of Column (iv) and (v)			1759358.052			

PART D- Material & Additional Service – Supplying and doing additional services (as stated in Technical Bid) at the desired location and rates shall be inclusive of all charges , GST, cartage, contractor profit & overhead charges , any other applicable taxes etc. for a two year period from 01/08/2025 to 31/07/2027 :

Sl. No.	Particulars	Qty.	Unit	Rate (Rs.)	Amount (Rs.)	
1	Providing, supplying and doing the arrangement (by engaging the unskilled manpower) for daily cleaning of toilets, sweeping & mopping of floors , collection & disposal of solid waste, unblocking of waste pipes etc. including the cost of cleaning material (like broom, harpic, phenyl, moping cloth, moping machine & its consumables, cleaning material for kitchen utensils etc.) and need based cleaning for SRA all complete.	24	Month		0	
	Doing dry cleaning/ shampoo cleaning of sofa sets, dining chairs & carpet twice a year(Once in 6 months) in the VOF . One set means all these items in one flat.	24	5 sets plus 01 dining/reception area		0	
3	Doing dry cleaning and ironing of curtains(quarterly) of each flat by removing them and re-installing again properly. Rate shall be quoted for complete set of curtains of one flat.	24	Flat's set		0	
4	Providing and carrying out bug treatment for mattress & pillow on half yearly basis in all three flats	4	Times		0	

5	Providing of mosquito repellent machines with Liquid refill in each occupied room (5 nos.) & drawing/dining room (01 nos.) as & when required	24	Month		0	
				TOTAL of Part D	0	

Gross Amount (Part A , Part B, Part C & Part D) =Rs.

3391156.45

*** Lumpsum value arrived in E74 cell shall be quoted on GeM. The same shall be rounded off to next higher rupee**

Gross Amount in words –()

3391157.00

Signature of authorised person

Name of the person

Stamp of agency

Date -

Place-