

CORRIGENDUM

**Tender for providing Housekeeping AMC at
NABARD HO & NABARD House, BKC,
Mumbai for the period 01.05.2022 to 31.03.2023**

Based on the queries raised by some of the vendors during the Pre-BID meeting held at 1500 Hrs on 5 April, 2022, we clarify as under :

Sr.No.	Point No.	Queries	Clarification
1.	Scoring Model – Annexure II-B Point No.5 on 67	Maximum executed Housekeeping work for the last 07 years a. 2000 Flats Colony b. what if the experience certificate are in Sq.Ft./Sq.Mtr.	a. should be read as 2000 Flats. b. 1000 Sq.Ft. in case of Residential Establishment and 500 Sq.Ft. in case of Commercial Establishment will be considered equivalent to 01 Flat.
2.	Price BID – Supply of Cleaning material Page No.73	Whether Cleaning material has to be given by Tenderer or will be supplied by NABARD	Cleaning material will be provided by NABARD.
3.	Façade Cleaning, Page No.53	Whether material has to be given by Tenderer or will be supplied by NABARD	Material is to be supplied by the Tenderer as already mentioned at Page No.53.
4.	Service Charge in Price BID	Whether to be quoted monthly or yearly basis	To be quoted on yearly basis, as per revised Price BID format attached/uploaded

2. For Point ‘h’ under “Guidelines/Procedure for E-Tender” at Page No.14, the latest Audited balance sheet of the business of the contractor duly certified by a Chartered Accountant for the last three years should be enclosed”, as per proforma in Annexure-V attached now.

3. The last date for submission of Tender is extended to 1400 Hrs on 11 April, 2022.

ANNEXURE-V

CHARTERED ACCOUNTANT'S CERTIFICATE

(As attachment to Format for Technical Bid on letter head of the Chartered Accountant's Firm)

The following details of M/s _____ given in the table below are certified to be correct based on the verification of original documents and supporting information:

1. Details of clients and their contract value: -

Sr. No.	Name of the Client	Contract Details		Name & Designation of Administrative Officer	Contract Details
		Period of Contract (From - To)	Contract Value		
1.					
2.					
3.					

Profit and Loss Account:

Year	Turnover (₹)	Page Number in the Attached P&L A/c
2018-19		
2019-20		
2020-21		

Name and Signature of the Partner seal:

Membership number:

Name of the Firm :

FRN of the firm :

PRICE BID

National Bank for Agriculture and Rural Development
Annual Maintenance Contract for House Keeping Services at HO Building and
NABARD House Area
at Mumbai for the period 01.05.2022 to 31.03.2023

BILL OF QUANTITIES

Part – A (To be filled by Tenderer)					
House Keeping Services at HO Building and NABARD House					
Sr No	Category	House Keeping Services at HO Building and NABARD House			
I.	Description	Basis	No. of Skilled workers	Rate per Month (₹)	TOTAL Amt. (₹.)
a	b	c	d	e	(d x e)
1	Total of Basic + VDA for a month(26 X minimum wages per day)		1		
2	EPF (The contributions are payable on maximum wage ceiling of Rs. 15000/) shall be paid on reimbursement basis on production of requisite documents	13%	1		
3	ESI (The contributions are payable on maximum wage ceiling of Rs. 21000/) shall be paid on reimbursement basis on production of requisite documents	3.25%	1		
4	Bonus(shall be paid on reimbursement basis on production of requisite documents)	8.33%	1		
5	Sub Total	S.No. 1 to S.No. 4			
6	Sub Total wages per year	12 X Sr.no. 5			

II.	Description	Basis	No. of Non-Skilled workers	Rate per month (₹)	TOTAL Amt. (₹.) (d x e)
7	Total of Basic + VDA for a month(26 X minimum wages per day)		50		
8	EPF (The contributions are payable on maximum wage ceiling of Rs. 15000/) shall be paid on reimbursement basis on production of requisite documents	13%	50		
9	ESI (The contributions are payable on maximum wage ceiling of Rs. 21000/) shall be paid on reimbursement basis on production of requisite documents	3.25%	50		
10	Bonus(shall be paid on reimbursement basis on production of requisite documents)	8.33%	50		
11	Sub Total	S.No. 7 to S.No. 10	50		
12	Sub Total wages per year	12 X Sr.no. 11	50		
13	GRAND TOTAL				
Part B-Service Charges (To be filled by the contractor)					
(a)	Description (b)	Basis for Quotation (c)	Rate in Percentage (d)	Amount of quoted (₹.) (c x d)	
14	Service Charges: NB: It should be inclusive of Management & Supervisor charges including Contractor's Profit, materials/manure required on monthly basis & tools and machinery as per requirement, Uniform for labourers, all overheads, etc. should be provided	Rate to be quoted over (basic + VDA) at [Sr.No.1 + Sr.No.7] x 12%	

	by the contractor as per Scope of Works specified in technical bid.			
15	Part A + Part B (Sr.no. 13 + Sr.no. 14) in Rs.(absolute amount worked out by bidder)			
16	GST @ 18% on Sr.no. 15			
17	Grand Total(Sr.no. 15 + Sr.no. 16)			

Note:

1. Tenderers are advised to visit the site and thoroughly understand the nature and scope of the works and be familiar with the site conditions before quoting.
2. **Tenderers are advised to ensure payment of minimum wages and other statutory payments at all times as per Central Govt notifications during the currency of the Contract. No extra amount shall be paid over and above the quoted rate. The contractor should submit the Bank Statement in respect of salary payment monthly along with the claim.**
3. **Tenderers are advised to quote Service charges in % rate and correspondingly work out the absolute amount also in Part B of Price Bid as per the scope of work. The total amount (ie. Wages per month plus Service Charges) plus applicable GST shall be considered for comparison for deciding L1 (lowest quoted vendor).**
4. **The proof of remittance of statutory contribution of PF (Employer and Employee) and ESI to the appropriate agency for those workers deployed by the Selected Bidder to execute the contract work in NABARD, must be provided by the Selected Bidder to NABARD every month along with the claim bill, failing which the claim bill shall not be settled. The Selected Bidder shall also submit the proof of remittance of Bonus, if any, for those workers deployed by the Selected Bidder to execute the contract work in NABARD along with the claim Bill for each month, failing which the claim bill shall not be settled.**
5. Quoted rate for Service Charges should be workable, reasonable and should include incidental and all overheads and profits. **Service Charges less than One Percent (ie. Zero and its derivatives) will not be considered and such tenders shall be treated as Invalid.** The Tenderer will furnish Rate Analysis for scrutiny of the rates by NABARD, if required. Statutory deductions such as TDS on IT and GST shall be made as per the rules. **No increase in rates will be allowed during the entire Contract Period on this account, even in the extended periods of the contracts. The rates will be considered for revision only in case of revision of statutory taxes like GST to the relevant extent.**
6. The contractor has to quote for all the items of BOQ. Incomplete BOQ will not be considered. The rates will be compared only after comparing rates with taxes while evaluation of the price bids.
7. Before deployment of staff, their bio-data/ competence shall be verified by the Bank's officials in the beginning of AMC as well as changing the staff/labor.

8. The deduction from the monthly payment will be made based on the absence of labors and also as per the penalty clause in Special Terms and Conditions.
9. The contractor has to give satisfactory services for all works of AMC and bank reserves the right to remove/delete any particular work from the awarded AMC. The contractor has to submit one monthly/quarterly bill, as the case may be.
10. The contractor will comply with Labor Laws requirements and maintain the muster roll and wage register etc. and produce the same in the NABARD office, if required. The contractor shall submit the necessary information/data to the concerned statutory authorities in the desired format.
11. The working hours as mentioned in price bid includes one-hour lunch break. For pro-rata deduction, the total no. of days in a month will be taken as 30 days.

Accepted all terms & conditions
of Price Bid

Place :

Date :

Address :

(Signature of the Tenderer)

Name and seal