

## **PART-II**

### **PRICE BID**

**(To be submitted in a SEPARATE SEALED envelope super-scribed as "PRICE BID")**

**Annexure A**

**BILL OF QUANTITIES – VOF**

Format to be filled up by the Agency

1. Name of Firm/Bidder:

\_\_\_\_\_

2. Address

3. Phone/Fax/Mobile/Email

\_\_\_\_\_

i. **Commercial Bid (Core services)**

<b>Sr. No.</b>	<b>Description of item</b>	<b>Approx. Quantity per month*</b>	<b>Rate Quoted</b>
	Wage of Supervisor (1 per day for all days in a year)	1X26= 26 days	Days.....per day per person
1.	Wages for 3 Attendants ( 1 per shift for 3 shifts) for all days in a year	3X26= 78	Days..... per day/ person
2.	Wages for 1 cook on split duty for all days in a year	1X26= 26 days	Days..... per day/ person
3.	Cleaning of guest rooms/common rooms and garbage disposal on daily basis	9 flats	Days..... per month/ flat
4.	Newspaper (English/Hindi/ 3 sets Kannada) (3 sets)	3 sets	Per set
5.	Cleaning charges for Bedsheet, pillow cover, towel and hand towel (each room should be provided washed set of these items at the time of booking and also on third day of the stay. Payment would made on actual occupancy basis)	Actual	Per month
6.	Cleaning material like Colin/ Harpy/ dish washer , filling of soap dispenser at toilets and dining rooms wash basins, Room fresheners and toilet freshness, Refilling of mosquito repellent in each room Cleaning of common area towels	Lump sum	Per month
7.	Service Charges	Lump sum	Per month
	<b>Total</b>		
	<b>GST @ 18%</b>		
	<b>Total Amount per month</b>		

\* Note: *Except manpower, cleaning of guest rooms & cleaning materials, other expenditure viz. newspaper & washing will be paid on actual basis.*

*The contractor would ensure payment of minimum wages as per statutory requirements.*

**ii. Commercial Bid for catering**

Since bank will be providing the kitchen, dining space, tables, crockery and other and other infrastructure, wages of the cook and attendant, the contractor should quote the rates for the following items after taking into account the above aspects and the rates are expected to be much lower than the market rates)

<b>Sr No</b>	<b>Description of item</b>	<b>Rate Quoted</b>
1.	Coffee / Tea	..... per cup
2.	Breakfast- As per Menu provided	..... per serving
3.	Lunch As per Menu provided	..... per serving
4.	Dinner As per Menu provided	..... per serving

**Note: Please** note that the payment towards the supply of beverages, breakfast, lunch and dinner would be collected from the guest directly by the contractor. No claim would be entertained by the bank towards payment of these items. Core service rates will be taken into account for the purpose of determining L1.

### Minimum wages Calculation Sheet

#### (Per Month Calculation as per applicable category)

##### 1. Category- Supervisor(Highly Skilled)

Sl. No.	Description Details	Supervisor
A	Basic wages + DA/VDA per day per person (latest wages as prescribed by the Ministry of Labour and Employment, Office of Chief Labour Commissioner (C), New Delhi	
B	EPF (Employer portion) ..... % of A	
C	ESI Contribution ..... % of A	
D	Bonus..... % of A	
E ***	Other charges / other statutory payments *** (Including reliever charges)	
F	<b>Total wages per day per person (A+B+C+D+E)</b>	
G	<b>Appx. Days/month</b>	26
H	<b>Appx. Payment per month per person (F x G)</b>	

##### 2. Category- Cook (Skilled Category)

Sl. No.	Description Details	Cook
A	Basic wages + DA/VDA per day per person (latest wages as prescribed by the Ministry of Labour and Employment, Office of Chief Labour Commissioner (C), New Delhi	
B	EPF (Employer portion) ..... % of A	
C	ESI Contribution ..... % of A	
D	Bonus..... % of A	

E ***	Other charges / other statutory payments *** (Include reliever charges)	
F	<b>Total wages per day per person (A+B+C+D+E)</b>	
G	<b>Appx. Days/month</b>	26
H	<b>Appx. Payment per month per person (F x G)</b>	

**3. Category- Attendant (Unskilled category)**

Sl. No.	Description Details	Security Supervisor
A	Basic wages + DA/VDA per day per person (latest wages as prescribed by the Ministry of Labour and Employment, Office of Chief Labour Commissioner (C), New Delhi-	
B	EPF (Employer portion) ..... % of A	
C	ESI Contribution ..... % of A	
D	Bonus..... % of A	
E ***	Other charges / other statutory payments *** Please specify	
F	<b>Total wages per day per person (A+B+C+D+E)</b>	
G	<b>Appx. Days/month</b>	26
H	<b>Appx. Payment per month per person (F x G)</b>	

**Annexure B**  
**DINING HALL / FOOD ARRANGEMENT**

**1) BREAKFAST**

- a. 125 ml fresh juice seasonal fruits/125 ml tetra pack fruit juice
- b. Selection of cereals (cornflakes or oat meal with milk/sugar/honey)
- c. Baked Beans/Continental Veg Fresh Fruit (1 number banana/seasonal fruit)
- d. Eggs to order (2 nos. eggs boiled/scrambled/omelette)
- e. 4 nos. slices of bread plain (Brown/White)
- f. Butter and Preserves of Brand as specified (in pouch/sachet)
- g. Milk – 200 ml (hot/cold) or Tea/Coffee/Milk (with separate Milk and Sugar Sachet)
- h. Or
- i. 125 ml fresh juice seasonal fruits/125 ml tetrapackfruit juice
- j. Selection of cereals (cornflakes or oat meal with milk/sugar/honey)
- k. 2 nos. slices of bread plain (Brown/White) with butter and jam
- l. Medium sized puri/paratha/bhatura/kulcha/kachori with aloo tomato bhaj/seasonal vegetables
- m. Fresh Fruit (1 number banana/seasonal fruit)
- n. Tea/Coffee/Milk (with separate Milk and Sugar Sachet)
- o. Or
- p. 125 ml fresh juice seasonal fruits/125 ml tetrapackfruit juice
- q. Selection of cereals (cornflakes or oat meal with milk/sugar/honey)
- r. 2 nos. slices of bread plain (Brown/White) with butter and jam
- s. Masala Dosa/Upma/Uthapam/Idlies/Vadas
- t. (All South Indian Dishes will be served along with their appropriate components)

**2) LUNCH / DINNER**

- a. Indian Bread (Roti, Chappathi, Pulka, Parathas, etc)
- b. Flavoured Rice (Biryani, Ghee Rice, Pulao, Tomato Rice, etc)
- c. Paneer preparation with gravy, two seasonal vegetables dry
- d. Plain Rice (good quality raw/boiled), sambar, rasam
- e. Dhal (different preparation) Green Salad, Raitha, Curd, Papad, Pickle
- f. Dessert

\*\*Rice, Dal, vegetables are to be served in sufficient quantity, for full diet.

All systems and processes in Catering Services should be designed to achieve the highest standards of hygiene and cleanliness through Innovative approaches and integration of trained and qualified human resources, state of art equipments, eco-friendly cleaning products and proven processes. The results should be of a superior quality performance levels.

- 3) Agency has to provide various items as per following makes or of its equivalent quality as specified below: - Rice-Basmati of Kohinoor/Badsha/Heritage
- a. Atta-Captain cook/Ashirvad/Annapurna/Pilsburry/Fresh chakki Atta
  - b. Masala-All Masala powder should be Agmark
  - c. Oil-Refined Sunflower oil of postman / Sun drop /Godrej/Sweekar
  - d. Ghee-Britania/Vijaya/Amul / KMF
  - e. Butter& Cheese-Amul/Britania/KMF
  - f. Papad-Lilijat/Anil
  - g. Pickles-Priya/Kisan/Maggie/Mothers
  - h. Jams-Kissan/Sil
  - i. Sauces-Magie/Kisan
  - j. Cornflakes-Kellogs/Wake Field
  - k. Fresh Milk-in Polypack from Local Diary Co./Amul Diary
  - l. Tea-Tajmahal/Society/Tata, Twinings, Tettley (both tea bags + packet tea)
  - m. Coffee-Nescafe/Bru/Filter
  - n. Rasgulla-Haldiram/KC Das (For special orders)
  - o. GulabJamun-MTR/Maiyya
  - p. Biscuits-5-6 varieties of Britannia
  - q. Water – Aquafina/Bailey/Kinley

**4) List of Cleaning Agents to be used:**

All the items listed below should be available with the housekeeping dept. of the contractor.

1.	Dusting Cloth	2.	Scrubbers with handle
3.	All Purpose Cleaner	4.	Dust pan
5.	Window Glass Cleaner	6.	Dust brushes
7.	Window Applicator	8.	SS Scorch pads/steel wool
9.	Window Squeeze	10.	Nylon brooms with sticks
11.	Garbage bags large	12.	Floor dust mops with holder
13.	Garbage bags medium	14.	Feather duster
15.	Garbage bags small	16.	Spray bottles
17.	Air Freshener	18.	Toilet brush
19.	Insect Killer	20.	Hand brush
21.	Naphthalene Balls	22.	Plastic buckets
23.	Dettol	24.	Extension pole for glass cleaning
25.	Deodorant / freshners	26.	Harpic/Flush Clean
27.	Toilet paper rolls	28.	Single Disk Scrubber

