



NATIONAL INSURANCE ACADEMY
25, BALEWADI, BANER ROAD,
NIA P.O., PUNE 411 045

Name of Work : E-TENDER FOR FOR 1.CONSERVANCY SERVICES AT EXECUTIVE HOSTELS
2.CONSERVANCY SERVICES AT PGDM HOSTEL

Tender No :- NIA/ CONS-SER.EXE & PGDM HOSTELS/10/2023 dated 16/10/2023

PART I -MINIMUM RATES OF WAGES APPLICABLE TO THE SCHEDULED EMPLOYMENT UNDER "EMPLOYMENT OF SWEEPING AND CLEANING" – ZONE A (EXECUTIVE HOSTEL)

| NAME OF THE BIDDER (Mandatory): | | | | | |
|---------------------------------|---|-------------------------------------|------------------------------------|------------------------|---|
| S.N. | PARTICULARS | AMOUNT In ₹ | | % | STATUTORY REQUIREMENT AS PER CENTRAL /STATE GOVT. |
| I | SUPERVISOR | | | | |
| 1 | Basic Pay Rs.523/- per day x 26 days | 13598.00 | | | 13598.00 |
| 2 | Special Allowance (VDA *) Rs. 228/- per day x 26 days | 5928.00 | | | 5928.00 |
| | Total 1+2 | | | | 19526.00 |
| 3 | Additional Allowance | 1000.00 | | | 1000.00 |
| | Total 1+3 | | | | 20526.00 |
| 4 | House Rent Allowance (Basic +VDA *+AA) | | | 5% | 1026.30 |
| | Total 1+4 | | | | 21552.30 |
| 5 | Leave with Wages (Basic+VDA *) | | | 5.85% | 1142.27 |
| 6 | Pay on National Holidays (Basic+VDA *) | | | 1.11% | 216.74 |
| 7 | Provident Fund -Ceiling cap amount of Rs. 15000/- fix X 13% {12% EE + 1Admin charges) | | | 13% | 1950.00 |
| | Sub - Total – I {5+8} | | | | 24861.31 |
| S.N. | PARTICULARS | AMOUNT In ₹ | | % | STATUTORY REQUIREMENT AS PER CENTRAL /STATE GOVT. |
| I | HOUSEKEEPER | | | | |
| 1 | Basic Pay Rs.523/- per day x 26 days | 13598.00 | | | 13598.00 |
| 2 | Special Allowance (VDA *) Rs. 228/- per day x 26 days | 5928.00 | | | 5928.00 |
| | Total 1+2 | | | | 19526.00 |
| 3 | House Rent Allowance (Basic +VDA *) | | | 5% | 976.30 |
| | Total 1+3 | | | | 20502.30 |
| 5 | Leave with Wages (Basic+VDA *) | | | 5.85% | 1142.27 |
| 6 | Pay on National Holidays (Basic+VDA *) | | | 1.11% | 216.74 |
| 7 | Provident Fund -Ceiling cap amount of Rs. 15000/- fix X 13% (12% EE + 1Admin charges) | | | 13% | 1950.00 |
| | Sub - Total – I {5+8} | | | | 23811.31 |
| S.N. | Description | Number of Personnel to be deployed. | Rate per month per personnel (Rs.) | Amount per month (Rs.) | Amount per annum (Rs.) |
| | (A) | (B) | (C) | (D = B x C) | (E = D x 12) |
| I | SUPERVISORS | 4 | 24861.31 | 99445.2384 | 1193342.86 |
| II | HOUSEKEEPERS | 19 | 23811.31 | 452414.8824 | 5428978.59 |
| III | Total of I + II | 23 | | 551860.1208 | 6622321.45 |
| IV | Monthly Service Charge i.e., Agency's overhead + profit i.e., % of SI No. III. (Note: The service charge below or equal to 3% of the above amount will lead to disqualification of the bidder.) | | | 0.00 | 0.00 |
| V | Total of III+IV | | | 551860.12 | 6622321.45 |
| VI | GST 18% | | | 99334.82 | 1192017.86 |
| VII | Gross Total | | | 651194.94 | 7814339.31 |

1. The amount towards Leave with Wages and National Holidays will be reimbursed on monthly basis subject to submission of documentary evidence. The bonus @ 8.33% on basic salary with a cap as per Govt. Notification will be reimbursed at the end of the year / contract period. ESIC payment will be applicable for those employees whose gross wages are up to Rs.21000.00 per month.

2. In excess of the wages beyond Rs.21000.00 the contractor has to obtain Workmen/Employee compensation policy and the Health/ Medical Insurance Policy on named basis (Under Group Scheme). Premium of such policy with the monthly cap of 3.25% of (Basic + DA + HRA) per year would be reimbursed on production of proper premium receipt and copy of the policy. Under such circumstance, the monthly ESIC contribution payable to the contractor will be withdrawn by the Academy. The Health / Medical Insurance Policy (Mediclaime) under Group scheme for all employees deputed by them at NIA covering medical expenses up to Rs.1,00,000.00 is to be obtained by contractor. The premium of Medical Policy and Workmen (Employee) Compensation Policy with medical extension will be limited to the cap of 3.25% which is equivalent to the employer's share of ESIC compensation being paid earlier to the contractors. The Workmen Policy will indicate the Location as NIA PUNE and total number of workmen deployed by the Contractor at NIA. The yearly premium for above policies of individual contract employee will be limited to 3.25% of Rs.21000.00 per month x 12 months. i. e. Rs.8190.00. It would be the contractor who will decide the insurance company for obtaining these policies.

3. VDA rates will be change as per revision of Central Labour Minimum Wages

Instructions To Bidders : The above BOQ sheet allow only enter the "Rate In Figures" in above "Coloured Blue Cells" only .The bidders can quote and allow only in above "Blue Cells" . The Bidders should have to mentioned the Name Of The Bidder in above Blue Cell only.

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| | Total 1+3 | | | | 20502.30 |
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| | (A) | (B) | (C) | (D = B x C) | (E = D x 12) |
| I | SUPERVISORS | 3 | 24861.31 | 74583.9288 | 895007.15 |
| II | HOUSEKEEPERS | 9 | 23811.31 | 214301.7864 | 2571621.44 |
| III | Total of I + II | 12 | | 288885.7152 | 3466628.58 |
| IV | Monthly Service Charge i.e., Agency's overhead + profit i.e., % of Sl. No. III. (Note: The service charge below or equal to 3% of the above amount will lead to disqualification of the bidder.) | | | 0.00 | 0.00 |
| V | Total of III+IV | | | 288885.72 | 3466628.58 |
| VI | GST 18% | | | 51999.43 | 623993.14 |
| VII | Gross Total | | | 340885.14 | 4090621.73 |

1.The amount towards Leave with Wages and National Holidays will be reimbursed on monthly basis subject to submission of documentary evidence. The bonus @ 8.33% on basic salary with a cap as per Govt. Notification will be reimbursed at the end of the year / contract period. ESIC payment will be applicable for those employees whose gross wages are up to Rs.21000.00 per month.

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