



<p><b>फेरो स्क्रेप निगम लिमिटेड</b> (भारत सरकार का उपक्रम) इक्विपमेंट चौक, सेंट्रल एवेन्यू पोस्ट बॉक्स सं.37 भिलाई 490 001 (छ. ग.) (वेबसाइट - <a href="http://www.fsnl.nic.in">www.fsnl.nic.in</a>)</p>	<p><b>FERRO SCRAP NIGAM LIMITED</b> (A GOVERNMENT OF INDIA UNDERTAKING) EQUIPMENT CHOWK, CENTRAL AVENUE POST BOX NO.37 <u>BHILAI 490 001(C.G)</u> (Website - <a href="http://www.fsnl.nic.in">www.fsnl.nic.in</a>)</p>
<p><b>"इस्पाती इरादे से हर एक काम देश के नाम "</b></p>	

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**सीमित निविदा इन्क्वायरी संख्या/LIMITED TENDER ENQUIRY REF.NO.FC/ 2412/2021 Dt. 15.05.2021.**

- 1) निविदा प्रस्तुत करने की अंतिम तिथि  
Last date of submission of tender :- **26.05.2021** को अपराह्न 2.30 बजे तक  
By **2.30 p.m. on 26.05.2021**
- 2) टेक्नो-कामर्शियल बिड खोलने की तिथि  
Techno-commercial bid opening :- **26.05.2021** अपराह्न **3.00** बजे  
At **3.00 p.m. on 26.05.2021**
- 3) कार्य का नाम जिसके लिए निविदाएं बुलाई गई हैं  
Name of work for which tenders called. :- जैसा कि खंड - ए में उल्लिखित है  
As mentioned in the **Section-A.**
- 4) निविदा प्रस्तुत करने और खोलने का स्थान  
Place of submission and opening of Tender :- कार्यालय : - **Office of:-**  
सहा.महाप्रबंधक (सामग्री प्रबंधन),  
फेरो स्क्रेप निगम लिमिटेड,  
इक्विपमेंट चौक, सेंट्रल एवेन्यू,  
पोस्ट बॉक्स सं. 37  
भिलाई - 490001 (छ.ग.)  
**Asst.General Manager(MM),**  
**Ferro Scrap Nigam Limited**  
**Equipment Chowk,**  
**Central Avenue,**  
**Post Box No.37,**  
**Bhilai 490 001 (C.G).**

(एल.एस.पटेल)/(L.S. Patel)  
कार्यपालक(सा.प्र.)/Executive (MM)

<b>फेरो स्कैप निगम लिमिटेड</b> (भारत सरकार का उपक्रम) इक्विपमेंट चौक, सेंट्रल एवेन्यू पोस्ट बॉक्स सं.37 भिलाई 490 001 (छ. ग.) (वेबसाइट - <a href="http://www.fsnl.nic.in">www.fsnl.nic.in</a> )	<b>FERRO SCRAP NIGAM LIMITED</b> (A GOVERNMENT OF INDIA UNDERTAKING) EQUIPMENT CHOWK, CENTRAL AVENUE POST BOX NO.37 <b>BHILAI 490 001(C.G)</b> (Website - <a href="http://www.fsnl.nic.in">www.fsnl.nic.in</a> )
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निवि  
दाक

### तार्तों को निर्देश:/ INSTRUCTIONS TO THE TENDERER:

- निविदा प्रस्तुत करने से पहले निविदाकार को निम्नलिखित निर्देशों को ध्यान से पढ़ना चाहिए।  
Tenderer should read the following instructions carefully before submitting tender.
- निविदा में निम्नानुसार 3 खंड शामिल हैं :-  
The tender comprises of 3 sections as stated below :-  
 खंड "ए" तकनीकी विनिर्देश और आपूर्ति/कार्य का दायरा दिखाने वाला तकनीकी हिस्सा है।  
**SECTION "A"** is the technical part showing technical specification and scope of supply/work.  
 खंड "बी" निविदा के नियम और शर्तें वाणिज्यिक भाग में दर्शाया गया है।  
**SECTION "B"** is the commercial part showing terms & conditions of the tender.  
 खंड "सी" मूल्य-बिड जमा करने के लिए प्रारूप दिखा रहा है।  
**SECTION "C"** is the price part showing the format for submission of price-bid.
  - निविदाकर्ता को उपरोक्त उल्लिखित सभी 3 अनुभागों को पूरा करने वाला निविदा प्रस्तुत करना होगा।  
Tenderer must submit complete tender containing all the 3 Sections mentioned above.
  - खंड "ए" के अनुसार सभी तकनीकी विवरणों की पुष्टि और स्वीकृति, निविदा के खंड "ए" में स्पष्ट रूप से उल्लिखित होना चाहिए।  
Confirmation and acceptance of all the technical details as per Section-A must be clearly mentioned in **Section-A** of the tender.
  - खंड "बी" के अनुसार सभी वाणिज्यिक नियमों और शर्तों की पुष्टि और स्वीकृति, निविदा की खंड "बी" में दी जानी चाहिए।  
Confirmation and acceptance of all the commercial terms & conditions as per Section-B must be given in **Section-B** of the tender.
  - खंड "ए" और "बी" के प्रत्येक पृष्ठ पर निविदाकर्ता के अधिकृत हस्ताक्षरकर्ता द्वारा हस्ताक्षरित होना चाहिए और नाम तथा पदनाम के साथ इस निविदा के तकनीकी और वाणिज्यिक भागों की स्वीकृति का टोकन के रूप में सील मुहर के साथ उल्लेख किया जाना चाहिए।  
Each page of **Sections A & B** should be signed by authorised signatory of the tenderer and name and designation should be mentioned along with rubber stamp/seal of the tenderer as a token of acceptance of the technical and commercial parts of this tender.
  - निविदा के खंड "ए" और खंड "बी" को सीलबंद कवर/लिफाफे में एक साथ प्रस्तुत किया जाना चाहिए, लिफाफे के ऊपर **"भाग -1: टेक्नो-कामर्शियल बिड"** लिखा जाना चाहिए। इस लिफाफे पर इन्क्वारी क्रमांक, खोलने का दिनांक और नियत दिनांक का भी उल्लेख किया जाना चाहिए।  
**Section-A & Section-B** of the tender are to be submitted together in a sealed cover/envelope which should be superscribed as **"PART-I : TECHNO-COMMERCIAL BID"**. The Enquiry No., Date and Due Date of opening should also be mentioned on this envelope.

7. **कीमतें/दरें भाग I में नहीं दिखनी चाहिए :-** प्रत्येक कार्य के लिए मूल्य/दर खंड“स”में दिखाया जाना चाहिए और एक अलग मुहरबंद कवर में डाल दिया जाना चाहिए जिसे "भाग-2: मूल्य बोली" के रूप लिफाफे के ऊपर लिखा जाना चाहिए। इस लिफाफे पर इन्क्वारी संख्या और तारीख का भी उल्लेख होना चाहिए। खंड“स” के प्रत्येक पृष्ठ को निविदाकर्ता के अधिकृत हस्ताक्षरकर्ता द्वारा हस्ताक्षरित किया जाना चाहिए और नाम और पदनाम तथा सील मुहर के साथ उल्लेख किया जाना चाहिए।

**Prices/Rates should not be shown in Part-I.**

Price/Rate for the each job should be shown in **Section-C** and put in a separate sealed cover which should be superscribed as "**PART-II : PRICE BID**". The enquiry No. and date should also be mentioned on this envelope. Each page of **Section-C** should be signed by authorised signatory of the tenderer and name and designation should be mentioned along with rubber stamp/seal of the tenderer.

8. उपर्युक्त सभी मुहरबंद कवर को एक साथ रखा जाना चाहिए और एक बड़े लिफाफे में सीलमुहरबंद कर दिया जाना चाहिए, जिस पर संबंधित निविदा इन्क्वारी संदर्भ संख्या तथा नियत दिनांक का उल्लेख किया जाना चाहिए और नीचे दिए गए पते पर अधोहस्ताक्षरकर्ता के कार्यालय को भेजा जाना चाहिए: -

फेरो स्कैप निगम लिमिटेड  
इक्विपमेंट चौक, सेंट्रल एवेन्यू  
पोस्ट बॉक्स सं.37  
भिलाई 490 001 (छ.ग.)

All the above mentioned sealed covers should be put together and sealed in one bigger envelope on which the relevant tender Enquiry Ref. No. and Due date should be superscribed and sent to the office of the undersigned at the address given below:-

Ferro Scrap Nigam Limited  
Equipment Chowk, Central Avenue,  
Post Box No.37,  
Bhilai - 490 001.

9. मूल्य निविदाएँ (भाग-2) उन निविदाकर्ताओं का भाग-2, जो कि तकनीकी और व्यावसायिक रूप से स्वीकार्य हैं, खोले जाएंगे, जिसे व्यक्तिगत निविदाकर्ता को अग्रिम में खोलने कि तारीख के साथ सूचित किया जाएगा। उन निविदाकर्ताओं की कीमत बोली जो तकनीकी / व्यावसायिक रूप से स्वीकार्य नहीं हैं, को निविदाकर्ता या उनके अधिकृत प्रतिनिधि को मुहरबंद और बिना खोले सौंप दिया जाएगा।

The **Price-Bids i.e. Part-II** of those tenderers which are technically and commercially acceptable only shall be opened on the date, which shall be intimated in advance to the individual tenderer. The price-bid of those tenderers which are not technically/commercially acceptable shall be handed over to the tenderer or their authorised representative in sealed and unopened condition.

10. यदि चाहें तो निविदाकर्ता, इस निविदा खोलने के समय भाग लेने के लिए प्राधिकृत पत्र के साथ अपने अधिकृत प्रतिनिधि को नियुक्त कर सकते हैं।

Tenderers if so desired, may depute their authorised representative with letter of authority to attend this tender opening.

11. निविदा जो क्रम संख्या (2) से (9) के अनुसार जमा नहीं किया गया है उसे निरस्त कर दिया जाएगा।

Tenders not submitted as stipulated at point nos. (2) to (9) above shall be rejected.

12. इस निविदा के खंड ए, बी और सी में किसी भी शर्तों का अनुपालन नहीं करने से भी निविदा रद्द हो सकती है।

Non-compliance of any of the stipulations in **Section A, B & C** of this tender enquiry also may cause rejection of the tender.

(एल.एस.पटेल)/(L.S.Patel)

कार्यपालक(सा.प्र.)/Executive (MM)

## **Section-A**

### **Deployment of Security Staff and Supervisor (without arms) at following unit of FSNL as per Director General Resettlement (DGR) norms w.e.f. 01-07-2021 to 30-06-2022 : -**

**Note:** 1. At least 90 percent security personnel will be ex-servicemen and 10 percent civilians as per DGR guidelines.

#### **FSNL Rourkela Unit (Inside Rourkela Steel Plant, Rourkela (Odisha) )**

1)	Security Guards	13 Nos.
2)	Security Supervisor	01 No.

#### **Notes:-**

1. The number of guards shown above is tentative and may vary from time to time and deployment to respective units shall be on as and when required basis. Subsequent to placing the order, agency may be required to increase or decrease the number of guards/supervisor depending upon the need for the period required by FSNL.
2. The tenderer would be required to deploy the Security Personnel as per the DGR guidelines.
3. Incase security personnel are required to be deployed at any additional site/office of FSNL in any State of India, the same can also be included as and when requirement arises (if any) at the sole discretion of FSNL in this regard.
4. Bidders may visit our Corporate Office between **9 am** to **5 pm** on working days (except **2<sup>nd</sup>** & **4<sup>th</sup>** Saturdays and Sundays) for any clarification if required before submitting the offers.
5. Please refer to the Terms & Conditions in the **Section-B** enclosed herewith and confirm each point in your quotation.
6. Each page should be signed by authorised signatory of the tenderer and name & designation should be mentioned along with rubber stamp/seal of the tenderer as a token of acceptance.

Date: SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
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**Section-B**

**TERMS & CONDITIONS**

1. **Rate:** - Service charge should be quoted as shown at **Section-C**.
2. **Validity:** - The quotation should be valid for a period of **90 days** from the date of opening of the techno-commercial bids.
3. **GST:** - Tenderers are requested to provide (i) GST details as per **Annexure II & III** and also mention the percentage of GST applicable separately & the rate should be quoted exclusive of GST (ii) Copy of GST Registration.
4. **Preference to “Make in India”:** - Preference to Make in India will be given as per **Annexure-IV**.
5. **Period of work order:** - The work order shall be for a period of One year from **01-07-2021** to **30-06-2022** and the same may be renewed for further period of one year on satisfactory performance and subject to availability of valid documents. However, FSNL reserves the right to terminate the work order giving **30 days** notice without assigning any reason(s) whatsoever and/or incurring liability thereby.
6. **Uniform** - The successful tenderer should provide the standard uniforms to the security personnel deployed by them at their own cost and would also be responsible for proper maintenance of the same.
7. **Payment:** - Monthly payment shall be made by respective unit within **30 days** from the date of receipt of your bill duly certified by the representative of our P&A Deptt. of our respective unit(s) of FSNL.

Monthly payment of Wages/Salaries to the Security personnel should be made by the successful tenderer latest by **7<sup>th</sup> day** of the subsequent month and proof of which will have to be submitted to the authorised representative(s) of FSNL. In case of any complaint from their Security personnel regarding short/non-payment etc., FSNL would be free to make payment to such aggrieved security personnel on behalf of the successful tenderer and necessary recoveries would be made from the running bill of the successful tenderer.

Agency shall have to provide documentary proofs along with their bill(s) in support of the payments made to the workmen, documents on compliance of statutory dues of previous month can be provided, if desired, with the next month bill. However, final bill shall be accompanied with the related month documents

All the workmen related payments will be paid thru NEFT only and the proof of which shall have to be provided with bills

8. **Statutory Obligations:** The successful tenderer should ensure compliance of all statutory obligations (Central and State) pertaining to security personnel deployed by them, with no liability whatsoever attached to FSNL. The successful tenderer will have to ensure compliance of the following: -
  - a) Compliance of statutory requirements of E.S.I., E.P.F., Bonus, Gratuity, terminal benefits etc. in respect of the security personnel in accordance with guidelines applicable as per DGR norms.
  - b) Supply of safety appliances to the security personnel deployed by them as per requirement of the work sites, where security personnel will be deployed.

Date:

SIGNATURE :  
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- c) Provide various benefits to the security personnel, like leave, accident benefit etc. accordance with the provisions of DGR.
  - d) In case of any loss/theft occurring on account of lapses on the part of security personnel, the successful tenderer will be solely held responsible for the same and compensation for the entire loss/theft will have to be made by the successful tenderer.
  - e) P. F. Code number, ESI registration number and GST registration number(s) should be stated in the techno-commercial bid by the tenderer, failing which such tender(s) shall be liable for rejection.
  - f) The agency will not deploy any security personnel who is known to have been involved in any criminal activities or anti national act or espionage or who has any criminal case pending against him.
  - g) The security agency will ensure that all its personnel are physically fit and mentally alert.
  - h) Security personnel should be conversant with using fire safety equipments.
9. **Wage Structure** :The structure of wage(s) to be paid to each security personnel deployed by the tenderer is given vide **Annexure-I to Section-B** for reference purpose which will be suitably amended time to time as per DGR guidelines. However, all statutory payments as applicable from time to time as per DGR Notifications has to be complied by the tenderer.
10. Tenderers shall have to state their banker's name, branch name, account number and IFS code for payment through NEFT/RTGS with Technical Bid. NEFT/RTGS mandate duly certified by the bank will have to be provided along with the first bill.
11. Tenderer shall also have to provide following documents with the Technical Bid:
- a) DGR Sponsorship Letter (copy)
  - b) DGR Empanelment Certificate (copy)/Copy of DGR Registration Certificate indicating validity of registration.
  - c) Copy of valid PSARA License
  - d) PAN (Copy)
12. Security personnel will have to be provided round the clock, as may be directed by the unit concerned.

The age of security personnel shall not be more than 60 years during the tenure of service

The security personnel deployed shall have to be physically fit and mentally alert. Tenderer shall have to ensure that workmen engaged are medically fit and will submit medical fitness certificate of each workmen issued by a registered medical practitioner at the beginning of contract.

The agency will have to make good the loss due to theft or for any other reason sustained by the company due to lapse on the part of the service provider.

Date: \_\_\_\_\_ SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
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13. **Working Hours** :The security personnel engaged will perform **8 (Eight)** hours duty daily in shifts with **One Day weekly off** on completion of **48 hours** duty in a week. If any one of them remains absent, his post will be covered up by any other security personnel.  
  
In such case only proportionate Basic & DA will be paid to the attending workmen and the absentee workman will not be eligible for such Basic & DA for the period of absence.  
  
Uniform charges would be reimbursed to the agency only on submission of proof and certification by P&A Deptt.
14. **Risk Purchase:** - In the event, the successful tenderer fails to execute the work order(s), FSNL reserves the right to get the job done through some alternative agency and the extra cost, if any, incurred by FSNL on such account shall be recoverable from the successful tenderer. Your offer shall be rejected, if this Risk Purchase clause is not accepted.
15. The successful tenderer shall be entirely responsible for the Security personnel to be deployed by them against the work order(s).
16. All the arrangements for posting/placing of the security personnel in places required by FSNL shall be done by the successful tenderer at their own cost.
17. The maximum mobilisation period shall be **7 days** from the date of receipt of our Letter of Intent/firm order.
18. FSNL cannot arrange for residential accommodation and vehicle to your security personnel. Hence, successful tenderer has to arrange the same at their own cost.
19. The tenderer should produce original documents for verification and photo copies for submission, in support of the credentials pertaining to the security personnel to be deployed by them against our work order(s) and identity cards of such personnel deployed.
20. The Company reserves the right to terminate the work order(s) within **30 day's** notice in writing.
21. The successful tenderer shall not engage any sub-contractor or transfer the contract to any other person/firm/agency in manner. The tenderer shall not be permitted to transfer their rights and obligations under the contract to any other person/firm/organization or otherwise.
22. **Bank Guarantee:** - The successful tenderer will be required to submit a Bank Guarantee equivalent upto a maximum limit not exceeding 03 percent of one month's wage bill or an amount by way of deduction from first bill and the deducted amount will be refunded on obtaining No Dues from head of the unit P&A Deptt. along with the final bill.

Date:

SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :

23. **MSME:** - Tenderer(s) falling under MSME category and having valid registration certificate with NSIC, are required to submit registration certificate to enable us to consider under MSME, so that applicable benefits/facilities shall be provided as per procurement policy of Government of India.
- “All MSEs will have to make declaration of Udyog Adhar Memorandum (UAM) number on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement Policy for MSEs order, 2012 for tenders invited electronically through CPPP”.
24. **Dispute:** - Should any dispute as regards quality, quantity, specification, interpretations of the work order terms or methodology for execution of work arise, the decision of FSNL will be final and binding upon the tenderer.
25. **Arbitration:** - All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this contract or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award given in pursuance thereof shall be binding on the parties.
26. **Jurisdiction:-** Disputes, if any, arising out of this transaction are subject to provisions of competent court having jurisdiction over Durg.
27. Quotations containing any other conditions than those stated herein will be treated as conditional offer, which will be rejected.
28. **Tender acceptance:** - Ferro Scrap Nigam Limited does not bind itself to accept the lowest in or any of the tenders and reserves the right to reject any or all the tenders, reduce or increase the quantities without assigning any reasons whatsoever.
29. **Nodal Officer :** The agency will have to nominate its nodal officer for smooth co-ordination.
30. **Contract Agreement :-** The successful bidder shall be required to execute a formal agreement with FSNL for the value of work orders for Rs. 10.00 Lakhs and above, within 15 days from the date of issue of Letter of Intent/Work Order in the prescribed proforma of FSNL on a non-judicial stamp paper of value of Rs. 100/- purchased from the respective State from where the order is placed in the name of your organization.
31. **Blacklisting :-** The tenderer hereby declares that they have never been blacklisted and/or there were no debarring action against them by any Govt. organization/ CPSE/ Court. Further vendors who are found blacklisted at any later stage their bid/offer shall be liable for cancellation.
- Also those vendors who cannot execute the job/supply as per the order, FSNL in its sole discretion reserves the right to cancel the order and blacklist the firm without any notice.
32. Tenderer shall ensure that their GST Registration and GST No. is valid and active at the time of opening of the bid. If in case the GST status is found invalid & not active, their offer is liable for rejection.

Date: \_\_\_\_\_ SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :



33. **Integrity Pact:-** FSNL has adopted the transparent system of “Integrity Pact” while floating tenders for major purchases/contracts. All contracts/transaction entered into by FSNL shall be governed by the Integrity Pact available in our website ([www.fsnl.nic.in](http://www.fsnl.nic.in)). The successful tenderer has to sign & forward the Integrity Pact to FSNL.

In brief, this Pact is a contractual agreement between the vendors/purchasers and the PSU committing both sides to strictly abide by the rules and regulations of the tender and ensure integrity. This contract also has provisions for payment of damages and other retributive action in case any of the prescribed norms are proven to be violated.

The Integrity Pact would begin when a bidder submits an EOI or purchases the bid documents and would end after the execution of the contract when all payments are made to the satisfaction of both the contracting parties.

FSNL has appointed an Independent External Monitor(IEM) in terms of Section-8 of Integrity Pact to oversee implementation of Integrity Pact in FSNL. The details of IEM are given below:-

Name	:- <b>Shri Sanjiv Sharma,</b> Ex-Director (Fin.), MDL	<b>Shri Ved Prakash</b> <b>Yajurvedi,</b> IOFS (Retd.)
Address	:- House No.74, Sector-10, Raj Nagar, Ghaziabad U.P. – 201 002	E-33, AyudhVihar, Plot No. 3, Sector-13, Dwarka, New Delhi- 110 075.

The successful tenderer will have to submit signed Integrity Pact to FSNL for order value `20.00 Lakhs and above, to the office from where order has been issued within 1 week of receipt of order.

34. **Regret letter:** - Please forward your regret in case you do not wish to quote.

All the above terms & conditions are acceptable to us.

Date:

SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :

**ANNEXURE-I**

<b>WAGE STRUCTURE OF SECURITY SERVICES (WITHOUT ARMS) FOR ROURKELA UNIT W.E.F. 01-07-2021 TO 30-06-2022 AS PER DGR WAGE STRUCTURE</b>				
<b>Sl. No.</b>	<b>Particulars</b>	<b>Security Guards Rate Per Day (Rs) w.e.f. 01.04.21</b>	<b>Supervisor Rate Per Day (Rs) w.e.f. 01.04.21</b>	<b>TOTAL (Rs.)</b>
	<b>Numbers</b>	<b>13</b>	<b>1</b>	
<b>a</b>	Basic Wages plus VDA per head	714.00	949.62	
<b>b</b>	ESI @ 3.25% of Basic plus VDA ( <b>\$</b> )	0.00	0.00	
<b>c</b>	EPF @ 12% of Basic plus VDA ( <b>*</b> )	69.23	69.23	
<b>d</b>	EDLI @ 0.5% of Basic plus VDA ( <b>*</b> )	2.88	2.88	
<b>e</b>	Adm. Charges @ 0.50% of Basic plus VDA ( <b>*</b> )	2.88	2.88	
<b>f</b>	H.R.A. 16% of Basic plus VDA or Rs. 3600(whichever higher)	138.46	151.94	
<b>g</b>	ESI/ Medical Allowance on HRA @ 3.25%	0.00	0.00	
<b>h</b>	Bonus @ 8.33% of Basic plus VDA	59.48	0.00	
<b>i</b>	Uniform Outfit Allowance @ 5% of Basic + VDA	35.70	47.48	
<b>j</b>	Uniform Washing Allowance @ 3% of Basic + VDA	21.42	28.49	
<b>k</b>	<b>Sub Total</b>	<b>1044.06</b>	<b>1252.53</b>	
<b>l</b>	Relieving Charges 1/6th of Sub Total ( <b>**</b> )	174.01	0.00	
<b>m</b>	<b>Cost Per Day</b>	<b>1218.07</b>	<b>1252.53</b>	

**Note:**

1. The amount of wages and other benefits will be paid as per DGR guidelines as prevailing from time to time.
2. (**\***) Restricted to Rs. 15,000/- if Basic + VDA exceeds Rs. 15,000/- per month.
3. (**\*\***) Applicable only when a reliever is provided on paid rest day.
4. (**\$**) Employees whose monthly wages (Basic+HRA) are Rs. 21000 or below are covered under the ESI Act.
5. # GST to paid by FSNL under RCM

Bonus not payable if Basic+VDA is more than Rs. 21000.00 per month.

**Note: This sheet should not be filled by the tenderer. The tenderer should quote only service charges in the price bid i.e. Section-C**

Date:

SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :

**ANNEXURE-II**

**Please indicate the % .....(\*) of GST applicable and provide copy of GST Registration Certificate. Tenderers are requested to provide following information for GST Compliance: -**

Vendor Name	Name of Authorised Person under GST with Mobile No. & Email ID.	Place of Business		GST Regn No. (GSTIN)	Whether under Composition Scheme		HSN Code No.
		Principal Place of Business	Additional Place of Business		Yes	No	

**Note : (\*) % of GST to be stated**

Date:

SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :

## **ANNEXURE-III**

### **Following undertaking is to be provided by Contractor/ vendor's at the time of submission of quotation:**

- 1.(a) We agree to do all things not limited to providing GST invoices or other documentation as per GST law relating to the above supply, payment of taxes, timely filling of valid statutory returns for tax period on the Goods and Service tax portal etc. that may be necessary to match the invoice on GST common portal and enable FSNL to claim input tax credit in relation to any GST payable under this Agreement or in respect of any supply/ service under this agreement.
- (b) In case the Input Tax Credit of GST is denied or demand is recovered from FSNL on account of any non-compliance by the vendor/supplier/contractor, including non-payment of GST charged and recovered, the contractor shall indemnify FSNL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance.
- (c) Contractor/Vendor shall maintain high GST compliance rating track record at any given point of time.
- (d) The Contractor/ Vendor shall avail the most beneficial notification, abatements, exemptions etc., if any, as applicable for the supplies/services under the Goods and Service Tax.
2. Any invoice issued in favour of FSNL shall contain the following particulars:-
  - a. Name, address and GSTIN of the supplier;
  - b. Serial number of the invoice;
  - c. Date of issue;
  - d. Name, address and GSTIN of the recipient (FSNL Unit/C.O)
  - e. Name and address of the recipient and the address of the delivery, along with the State and its code;"
  - f. HSN code of goods or Accounting Code of services;
  - g. Description of goods or services;
  - h. Quantity in case of goods and unit or Unique Quantity Code thereof;
  - i. Total value of supply of goods or services or both;
  - j. Taxable value of supply of goods or services or both taking into discount or abatement if any;"
  - k. Rate of tax (Central Tax, State Tax, Integrated Tax (for inter-state supply), Union Territory Tax or cess);"
  - l. Amount of tax charged in respect of taxable goods or services (Central Tax, State Tax, Integrated Tax (for inter-state supply), Union Territory Tax or cess);"
  - m. Place of supply along with the name of State, in case of supply in the course of inter-state trade or commerce;"
  - n. Address of the billing where the same is different from the place of supply.
  - o. Signature or digital signature of the supplier or his authorised representative on Invoice.
3. GST invoice shall be prepared in triplicate, in case of supply of goods, in the following manner:-
  - a. The original copy being marked as ORIGINAL FOR RECIPIENT;
  - b. The duplicate copy being marked as DUPLICATE FOR TRANSPORTER and
  - c. The triplicate copy being marked as TRIPLICATE FOR SUPPLIER.
4. GST invoice shall be prepared in duplicate, in case of supply of services, in the following manner : -
  - a. The original copy being marked as ORIGINAL FOR RECIPIENT; and
  - b. The duplicate copy being marked as DUPLICATE FOR SUPPLIER.
5. In case of any advance given against any supplies contract, the supplier of the goods shall issue Receipt Voucher containing the details as prescribed in the GST Acts 2017 read with GST Rules, 2017.
6. For the purpose of the above mentioned requirements, the contractor/vendor shall provide necessary documents as may be necessary and shall allow inspection of the same to concerned authorities.

**All the above terms & Conditions are acceptable to us.**

Date: \_\_\_\_\_ SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :

**ANNEXURE-IV**  
**PREFERENCE TO “MAKE IN INDIA”**

1. **Purchase preference shall be given to local suppliers in all procurement in the manner specified hereunder: -**
- (a) In procurement of goods where the estimated value of procurement is Rs. 50.00 lakhs or less, only the local suppliers shall be eligible. If the procurement of such goods is more than Rs. 50.00 lakhs, the provision as stipulated under shall be applicable as the case may be.
- (b) In procurement of goods which are divisible in number, following procedure shall be adopted: -
- (i) If the L1 bidder is from the local supplier, the contract for full quantity will be awarded to L1 bidder.
- (ii) If L1 bidder is not from the local supplier, 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the local supplier will be invited to match the L1 price for the remaining 50% quantity subject to the local supplier's quoted price falling within the margin of purchase preference of 20% & contract for that quantity shall be awarded to such local supplier subject to matching the L1 price. In case such lowest eligible local supplier fails to match the L1 price or accepts less than the offered quantity, the next higher local supplier within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on local suppliers, then such balance quantity may also be awarded to L1 bidders.
- (c) If the procurement of goods which are not divisible in number, such as procurement of services/repairs etc. following procedure shall be adopted:-
- (i) If L1 is from the local supplier, the contract will be awarded to L1 bidder.
- (ii) If L1 is not from a local supplier, the lowest bidder among the supplier will be invited to match the L1 price subject to local supplier's quoted price falling within the margin of purchase preference of 20% and the contract shall be awarded to such local supplier subject matching the L1 price.
- (iii) In case such lowest eligible supplier fails to match the L1 price, the local supplier with the next higher bid within the margin of purchase preference of 20% shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the local supplier within the margin of purchase preference matches the L1 price, then the contract may be awarded to the L1 bidder.
2. **VERIFICATION OF LOCAL CONTENT: -**
- (i) The local supplier at the time of tender shall be required to provide self-certification that the item offered meets the minimum local content of 50% and shall give details of location(s) at which the local value addition is made.
- (ii) In case the procurement for a value exceeds Rs. 10.00 Crores, the local supplier shall be required to provide certification from statutory auditor or cost auditors of the company (in case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving percentage of local content.
- (iii) False declaration will be in breach of the Code of Integrity under Rule 175(1) (i) (h) of the General Financial Rules for which a bidder or is successors can be debarred for upto two years as per Rule 151 (iii) of the General Financial Rules alongwith such other action as may be permissible under law.
3. **EXEMPTION OF SMALL PURCHASES: -** Notwithstanding anything contained in paragraph 3, procurements where the estimated value to be procured is less than Rs. 5 lakhs shall be exempt from this order. However, it shall be ensured by procuring entities that procurement is not spilt for the purpose of avoiding the provisions of this clause.

**Definition for this purpose will be:-**

**“Local Content”** means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

**“Local Supplier”** means a supplier or service provider whose product or service offered for procurement meets the minimum local content as prescribed under this Order or by the competent Ministries/Departments in pursuance of this order.

**“Margin of Purchase Preference”** means the maximum extent to which the price quoted by a local supplier may be above the L1 for the purpose of purchase preference.

**All the above terms & Conditions are acceptable to us.**

Date: SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :

**Section - C**

**Price Bid**

<b>WAGES STRUCTURE (Downloaded from www.dgrindia.com-Directorate-Employment-Wages)</b>			
<b>For FSNL ROURKELA UNIT</b>			
<b>S.N.</b>	<b>Particulars</b>	<b>Security Guards Rate Per Day (Rs) w.e.f. 01.04.21</b>	<b>Supervisor Rate Per Day (Rs) w.e.f. 01.04.21</b>
<b>a</b>	Basic Wages plus VDA per head per month	714.00	949.62
<b>b</b>	ESI @ 3.25% of Basic plus VDA ( <b>\$</b> )	0.00	0.00
<b>c</b>	EPF @ 12% of Basic plus VDA ( <b>*</b> )	69.23	69.23
<b>d</b>	EDLI @ 0.5% of Basic plus VDA ( <b>*</b> )	2.88	2.88
<b>e</b>	Adm. Charges @ 0.50% of Basic plus VDA ( <b>*</b> )	2.88	2.88
<b>f</b>	H.R.A. 16% of Basic plus VDA or Rs. 3600 (whichever higher)	138.46	151.94
<b>g</b>	ESI/ Medical Allowance on HRA @ 3.25%	0.00	0.00
<b>h</b>	Bonus @ 8.33% of Basic plus VDA	59.48	0.00
<b>i</b>	Uniform Outfit Allowance @ 5% of Basic + VDA	35.70	47.48
<b>j</b>	Uniform Washing Allowance @ 3% of Basic + VDA	21.42	28.49
<b>k</b>	<b>Sub Total</b>	<b>1044.06</b>	<b>1252.53</b>
<b>l</b>	Relieving Charges 1/6th of Sub Total ( <b>**</b> )	174.01	0.00
<b>m</b>	<b>Cost Per Day</b>	<b>1218.07</b>	<b>1252.53</b>
<b>n</b>	<b>Service Charges @ .....% of (m)</b>		
<b>o</b>	<b>Total Cost Per Day</b>		
<b>p</b>	<b>GST @ % #</b>		

**Note :**

1. The amount of wages and other benefits will be paid as per DGR guidelines as prevailing from time to time.
2. (**\***) Restricted to Rs. 15,000/- if Basic + VDA exceeds Rs. 15,000/- per month.
3. (**\*\***) Applicable only when a reliever is provided on paid rest day.
4. (**\$**) Employees whose monthly wages (Basic+HRA) are Rs. 21000 or below are covered under the ESI Act.
5. # GST to paid by FSNL under RCM

Bonus not payable if Basic+VDA is more than Rs. 21000.00 per month.

Date:

SIGNATURE :  
NAME (in block letters) :  
DESIGNATION :  
RUBBER STAMP :