

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	31-07-2025 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	31-07-2025 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Pmo
विभाग का नाम/Department Name	Department Of Atomic Energy
संगठन का नाम/Organisation Name	Tata Institute Of Fundamental Research Hyderabad
कार्यालय का नाम/Office Name	Hyderabad
वस्तु श्रेणी /Item Category	Facility Management Service- Manpower based (Version 2) - Commercial; Housekeeping; Highly-Skilled , Facility Management Service- Manpower based (Version 2) - Commercial; Housekeeping; Skilled , Facility Management Service- Manpower based (Version 2) - Commercial; Housekeeping; Semi-skilled , Facility Management Service- Manpower based (Version 2) - Commercial; Housekeeping; Unskilled
अनुबंध अवधि /Contract Period	2 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	174 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	5 Days
अनुमानित बिड मूल्य /Estimated Bid Value	34700000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	Yes (Arbitration clause document) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 Arbitration should not be routinely included in contracts
सुलह खंड/Mediation Clause	Yes (Mediation clause document) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 mediation clause should not be routinely included in contracts and pre-litigation mediation can be taken up without any such clause also

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	694000

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

HEAD - ADMIN & FINANCE

Tata Institute of Fundamental Research, Department of Atomic Energy, 36/P, Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500046
(Desharaju Hari Prasad)

विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM_No.1_4_2021_PPD_dated_18.05.2023](#) for compliance of Concurrent application of Public

Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work & Job description:[1752121529.pdf](#)

In case, the buyer wants to retain some of the existing resources then buyer is needed to upload the list of resources along with the quantity of each type or resource to be continued by the successful bidder/service provider under the new contract as per the T&C of new contract concluded on the basis of this bid along with approval of Competent Authority.:[1752121559.pdf](#)

Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:[1752121595.pdf](#)

Buyer to upload Machinery or Consumable List in case Add-on is selected by Buyer in Marketplace:[1752121604.pdf](#)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
16-07-2025 11:00:00	Topic: GeM Tender Pre-Bid Meeting for Housekeeping Services Time: Jul 16, 2025 11:00 AM India Join Zoom Meeting https://tfrh-res-in.zoom.us/j/99719488677? pwd=rVgpC1WV6TakNtui8liOnUuITbPCmb.1 Meeting ID: 997 1948 8677 Passcode: 873256

Facility Management Service- Manpower Based (Version 2) - Commercial; Housekeeping; Highly-Skilled (3)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Premise	Commercial
Type of Services Required	Housekeeping
Skill Category	Highly-Skilled

विवरण/ Specification	मूल्य/ Values
Type of Function	Others
List of Profiles	Housekeeping Supervisor
Educational Qualification	High School
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
Zipcode	NA
District	NA
एडऑन /Addon(s)	
Consumables to be provided by Service Provided	Yes
High End Machinery and Equipments to be provided by Service Provider	Yes
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowances 1	LEAVE WAGE @ 4.81%
Designation	HOUSEKEEPING SUPERVISOR

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	3	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 1065 • Bonus (INR per day) : 88.715 • EDLI (INR per day) : 2.88 • EPF Admin Charge (INR per day) : 2.88 • Optional Allowances 1 (INR per day) : 51.227 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • ESI (INR per day) : 0 • Number of working days in a month : 26 • Provident Fund (INR per day) : 69.23 • Tenure/ Duration of Employment (in months) : 24

Facility Management Service- Manpower Based (Version 2) - Commercial; Housekeeping; Skilled (8)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Premise	Commercial
Type of Services Required	Housekeeping
Skill Category	Skilled
Type of Function	Others
List of Profiles	HOUSEKEEPING STAFF - SKILLED
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
Zipcode	NA
District	NA
एडऑन /Addon(s)	
Consumables to be provided by Service Provided	Yes
High End Machinery and Equipments to be provided by Service Provider	Yes
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowances 1	LEAVE WAGE @ 4.81%
Designation	HOUSEKEEPING STAFF - SKILLED

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	8	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 981 • Bonus (INR per day) : 81.717 • EDLI (INR per day) : 2.88 • EPF Admin Charge (INR per day) : 2.88 • Optional Allowances 1 (INR per day) : 47.186 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • ESI (INR per day) : 0 • Number of working days in a month : 26 • Provident Fund (INR per day) : 69.23 • Tenure/ Duration of Employment (in months) : 24

Facility Management Service- Manpower Based (Version 2) - Commercial; Housekeeping; Semi-skilled (10)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Premise	Commercial
Type of Services Required	Housekeeping
Skill Category	Semi-skilled
Type of Function	Others
List of Profiles	HOUSEKEEPING STAFF - SEMI SKILLED
Educational Qualification	Not Required
Specialization	Not Required

विवरण/ Specification	मूल्य/ Values
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
Zipcode	NA
District	NA
एडऑन /Addon(s)	
Consumables to be provided by Service Provided	Yes
High End Machinery and Equipments to be provided by Service Provider	Yes
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowances 1	LEAVE WAGE @ 4.81%
Designation	HOUSEKEEPING STAFF - SEMI SKILLED

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	10	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 893 • Bonus (INR per day) : 74.387 • EDLI (INR per day) : 2.88 • EPF Admin Charge (INR per day) : 2.88 • Optional Allowances 1 (INR per day) : 42.953 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • ESI (INR per day) : 0 • Number of working days in a month : 26 • Provident Fund (INR per day) : 69.23 • Tenure/ Duration of Employment (in months) : 24

Facility Management Service- Manpower Based (Version 2) - Commercial; Housekeeping; Unskilled (17)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Premise	Commercial
Type of Services Required	Housekeeping
Skill Category	Unskilled
Type of Function	Others
List of Profiles	HOUSEKEEPING STAFF - UNSKILLED
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
Zipcode	NA
District	NA
एडऑन /Addon(s)	
Consumables to be provided by Service Provided	Yes
High End Machinery and Equipments to be provided by Service Provider	Yes
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowances 1	LEAVE WAGE @ 4.81%
Designation	HOUSEKEEPING STAFF - UNSKILLED

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Desharaju Hari Prasad	500019,Sy No 36/P Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, 500046	17	<ul style="list-style-type: none"> • Minimum daily wage (INR) exclusive of GST : 805 • Bonus (INR per day) : 67.057 • EDLI (INR per day) : 2.88 • EPF Admin Charge (INR per day) : 2.88 • Optional Allowances 1 (INR per day) : 38.721 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • ESI (INR per day) : 0 • Number of working days in a month : 26 • Provident Fund (INR per day) : 69.23 • Tenure/ Duration of Employment (in months) : 24

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and

conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला

सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

**TENDER DOCUMENT FOR SELECTION OF
AGENCY FOR PROVIDING
HOUSEKEEPING SERVICES AT
TATA INSTITUTE OF FUNDAMENTAL
RESEARCH (TIFR) HYDERABAD**



**TATA INSTITUTE OF FUNDAMENTAL RESEARCH
Survey No.36/p, Gopanpally Village,
Serilingampally Mandal, Ranga Reddy District,
Hyderabad – 500 046**

NOTICE INVITING TENDER

Tata Institute of Fundamental Research, Hyderabad (TIFR-H), is a National Centre of the Government of India under the umbrella of the Department of Atomic Energy, operates at the cutting edge of global science.

TIFR-H invites online bids (**GeM Tender in two bid system**) for **Selection of Agency for Providing Housekeeping Services for Tata Institute of Fundamental Research, Hyderabad.**

Estimated Bid Value:	Rs.3,47,00,000/- (approx. for 02 years)
Earnest Money Deposit:	Rs.6,94,000/-
Online Pre-Bid Meeting and Time:	TIFR Hyderabad will be conducting a Pre-bid conference through the following Zoom Link https://tifrh-res-in.zoom.us/j/99719488677?pwd=rVgpC1WV6TakNtui8liOnUulTbPCmb.1 on 16-07-2025 at 11.00 hrs. All prospective bidders are requested to attend the Pre-Bid Meeting for any clarifications. Based upon the discussion held in the Pre-Bid Conference if required, a Corrigendum/Addendum shall be issued in GeM Portal and it shall be treated as a part of the Tender document. No queries will be entertained after the Pre-bid meeting.
Security Deposit:	The successful tenderer should submit the Security Deposit @ 5% of the work order value drawn in-favour of Tata Institute of Fundamental Research, Hyderabad as interest free security deposit in the form Demand Draft in favour of "Tata Institute of Fundamental Research" payable at Hyderabad from any of the Commercial Banks (or) Bank Guarantee from any of the Commercial Banks (or) Fixed Deposit Receipt (FDR) (or) Insurance Surety Bonds. The Security Deposit should remain valid for a period of twenty-six months from the date of commencement of Contract and would be released only after one month from the date of satisfactory completion of the contract.

The Tender Document can be downloaded from GeM Portal <https://gem.gov.in/> or Institute website <https://www.tifrh.res.in/tender/> and the bid is to be submitted online only through the GeM portal up to the last date and time of submission of tender. No manual bids will be accepted.

The due date for submission of GeM Bids by 31-07-2025.

Amendment to Bidding Documents:

At any time prior to the due date for submission of bids, the Institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment.

All prospective bidders who have downloaded the Tender Document should visit the Institute website at <https://www.tifrh.res.in/tender/> regularly for the changes/modifications in the Tender Document. The changes/ modifications would also be hosted on the website of the Institute.

The TIFR Hyderabad reserves the right to amend or withdraw any of the terms and conditions mentioned in the tender document or to reject any or all tenders at any stage without giving any notice or assigning any reason and not bound to accept the lowest tender keeping in view the Interest of the Institute. The decision of the TIFR Hyderabad in this regard shall be final and binding on all.

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INSTRUCTIONS TO THE BIDDERS

1. The contractor/ agency meeting all the requirements should submit the bid online mode through GeM Portal.
2. The Technical bid will be opened by the TIFR Hyderabad Tender Opening Committee through GeM Portal only. As tender is processed on GeM portal, public opening of bids is not applicable.
3. **Earnest Money Deposit:**
 - i) Bid must be accompanied with **Earnest Money Deposit (EMD)** also known as **Bid Security** in the form of '**Demand Draft**' / '**Banker's Cheque**'/ '**Fixed Deposit Receipt**' in favour of **Tata Institute of Fundamental research Hyderabad**. Bidder shall ensure that EMD submitted in the form of '**Bank Guarantee**' should have a validity of at least 'two [02] months' beyond the validity of the Bid.
 - ii) The EMD shall be submitted in Indian Rupees only.
 - iii) The EMD will be exempted for valid MSME/NSI.
 - iv) Bidders on submission of valid certificate(s) for the same.
 - v) Unsuccessful Bidder's EMD will be discharged/ returned after finalization of tendering process.
 - vi) Notwithstanding anything contained herein, the EMD may also be forfeited in any of the following cases:
 - a. If a Bidder withdraws his Bid during the 'Bid Validity Period.
 - b. If a Bidder has indulged in corrupt/fraudulent /collusive/coercive practice.
 - c. If the Bidder modifies Bid during the period of bid validity.
 - d. Violates any other condition, mentioned elsewhere in the Tender Document, which may lead to forfeiture of EMD.
4. The Financial bids of only those agencies who qualify in the technical bid will be opened on stipulated date and time.
5. If any information furnished by the agency is found to be incorrect/false at a later stage, the tender will be rejected and the firm will be liable to be debarred from tendering.
6. The TIFR reserves the right to accept or reject any or all the prospective applications in full or part thereof without assigning any reason whatsoever.
7. Tenders submitted without EMD or valid exemption certificate shall be rejected summarily.

8. The bid will be valid for a minimum of 180 days from the date of its opening.
9. The tenderer may inspect the areas where the services are to be provided for assessing the work involved during office working hours with prior appointment.
10. The TIFR Hyderabad in public interest reserves right to accept or reject any or all tenders without assigning any reason and also to impose/relax any terms and conditions of the tender.
11. **Pre-bid meeting:** The Bidder(s) or his representative(s) are invited to attend a "Pre-Bid Meeting" which will be conducted through online mode. It is expected that a bidder shall not depute more than 02 representatives for the meeting.
 - i) Purpose of this meeting is to clarify the issues and to answer questions on any matter that may be raised at that stage.
 - ii) Non-attendance of the Pre-Bid Meeting will not be a cause for disqualification of the Bidder.
12. Any corrigendum thus issued shall be integral part of the Tender Document and shall be hosted on the GeM portal website. Bidders have to take into account all such corrigendum before submitting their Bid (Bidders must submit bid in Indian Rupees only).
13. The Prices are to be submitted strictly as per the Price bid on GeM portal. TIFR Hyderabad shall not be responsible for any failure on the part of the bidder to follow the instructions.

SCOPE OF WORK/ CONTRACT

The contractor/agency should provide housekeeping services, on contract basis. The contractor shall himself/or through his authorized supervisor, supervise the work of the housekeeping staff deployed by him under the contract. He will be responsible for maintaining the attendance and wage register of the housekeeping staff deployed and shall report to Shri. D. Hari Prasad, Head, Administration & Finance and accordingly issue necessary instructions to his supervisor workmen to carry out the work efficiently and smoothly without creating any problems as per requirement throughout the year as detailed under.

1. The Cleaning & Housekeeping of building should be carried out daily by adequate no. of trained personnel and by using machineries & equipment's. The contractor should provide and have to use the suitable quality cleaning materials like cleaning & washing Detergents/Reagents like phenyl, Dettol, room spray, detergent, liquid soap, R1, R3, R5, R6 etc..
2. Regular maintenance and cleaning of the PI rooms/ cabins/ laboratories/ stair cases/ student corridors/ lawn/ premises, Student Hostel Buildings, Guest Houses, Petawatt building, Nutrition Facility and Hanger Buildings I & II every day.
3. Cleaning of outside corridors, Garbage collection from all floors of the building and disposal to the central dump yard.
4. Cleaning of Buffet counter, tables etc. and floor etc. in the TIFR Hyderabad canteen and should always be kept cleaned and arranged properly before and after breakfast, lunch and evening up to tea/snacks time.
5. Cleaning of all floors including balcony, lawn area with scrubbing machine and scorch bite pad, buffing with scrubbing machine of toilet floor, glazed tiles, wash basins, urinals, water cooler locations, etc. including TIFR Hyderabad canteen and dusting of all fitting and fixtures.
6. Scope of the bathroom/toilet cleaning and mopping work: scrubbing of the entire floor area, the wall tiles and washing with appropriate chemicals.
7. Scope of the corridors cleaning/mopping work: scrubbing of floor and wash with proper quality chemicals.
8. Removal of cobwebs from the entire area, cleaning the walls of all corridors and bathrooms once a week.
9. Cleaning area: Entire area, Toilet/Bathroom, kitchen, balcony, windows, furniture, fridge at Institute Guest Houses, Student Hostel Buildings, Nutrition Facility, Petawatt building and Hanger Buildings - I & II.

10. All floors provided for buildings shall be kept in neat & tidy condition by using Wet & Dry-cleaning methods with adequately trained personnel, machines & equipment's. The Eco-friendly disinfectants detergents/liquids shall be used. The machines/ equipment's & Disinfectant detergents/liquids should not destroy the surface of flooring.
11. Different type of finishes like mosaic tile, ceramic tiles, kota stone, granite stone, acrylic polyurethane enamel paint applied on wood or metal works etc, shall be cleaned daily by using wet & dry-cleaning methods with adequately trained personnel & cleaning equipment's while cleaning no damage should occur to the provided finishing works.
12. Different type of paneled or glazed doors/windows like wooden, Aluminum, Galvanized steel sheet doors, fire rated door etc. shall be cleaned by suitable (wet or dry or both) cleaning methods as per frequency. No scratches or damages shall occur on the surfaces being cleaned.
13. The Glass surface shall be cleaned gently with wet/dry cleaning methods daily. While cleaning the high raised glass surface proper care should be taken so that no cracks/ breakages occur. Suitable detergent/reagents to be used for cleaning.
14. Stainless steel/ mild steel/ PVC hand railing provided to the stair cases/ balconies etc., to be cleaned along with the balusters by wet/dry cleaning methods. While cleaning no damage shall occur to the cleaning surfaces.
15. The mirrors should be cleaned neatly with suitable methods. The due care should be taken about the breakage of mirror or deterioration of its glassiness.
16. The Ceramic jali provided in the building should be cleaned by suitable methods. Proper cleaning equipment/trained personnel to be used for cleaning. While cleaning no portion of ceramic jali /concrete Jali destroyed inconvenience to the commuter is to be caused.
17. The Lifts are to be cleaned. Basically, the Lift room meant for passengers to be cleaned. The Floor, walls, Electrical Fan & Light fittings are to be cleaned. The Switch panels inside and outside the lift room are also to be cleaned including indication panel & communication equipment. Similarly, Lift Doors inside & Outside are to be cleaned. All Safety precautions are to be taken while cleaning the Lifts.
18. Cleaning chart day wise to be provided by the firm and to be implemented on daily basis, contractor/supervisor should ensure the cleanliness according to the cleaning chart on daily basis.
19. The portable fire extinguishers, smoke detectors, Fire detectors wherever available in the building area are to be kept in neat condition.
20. Telephone instruments provided in all the rooms of building are to be cleaned by using suitable method. Telephone instrument should not be affected due to cleaning operations.

21. Computers and its accessories like CPU, UPS, Printer, Keyboard, Monitor etc. are to be cleaned daily by suitable method. No data should be deleted or functioning of computer withheld due to cleaning operations.
22. Different types of Signage boards/Notice boards etc. provided in buildings are to be cleaned daily by suitable methods. The said boards should be kept neat & clean always.
23. The different type of furniture provided in all rooms /offices of building are to be cleaned daily by suitable methods.
24. Different types of office equipment's like Almira's, Bookshelves, Racks etc. are to be cleaned daily.
25. Filling up of quality liquid soap container with good quality liquid soap in all wash rooms wherever applicable from time to time.
26. The Bathrooms & Toilets provided in the premises are to be cleaned and to be kept neat & hygienic condition. Necessary disinfectant is to be used for cleaning of toilets/ urinals/ wash basins & flooring. Liquid soap, toilet tissues, odourizers etc. to be provided on consumable basis as & when required at the cost of contractor. These items should be made available in the adequate quantity at various places in the Bathrooms & Toilets etc.
27. The collected garbage/ debris/ waste shall be disposed of to the GHMC approved garbage collector.
28. Cleaning of Overhead tank/underground water tanks provided in the area shall be cleaned with suitable cleaning agents and fresh water. The necessary arrangements shall be made to empty the water from the underground water tank. The cleaning of water tank shall be done with the approval of Employers authorized representative. No residual of cleaning agents should be left in the water tank after completion of cleaning.
29. The Contractor shall provide all consumables of standard quality such as detergents/ abrasives/ disinfectants/ brooms/ brushes/ mops/ duster/ soap/ toilet roll/ air freshener etc.
30. Contractor shall supply all chemicals/material/machinery, tools and plants required for the housekeeping and maintenance works at TIFR Hyderabad Campus, Guest Houses, Student Hostel Buildings, Petawatt building, Nutrition Facility and Hanger Building - I & II of the Institute. The contractor shall also maintain the stores at site. The Contractor shall arrange all tools, equipment as well as cleaning reagents and consumables required for the work according to the specifications provided by the TIFR Hyderabad authority once the contract is awarded. The contractor should have the capacity to keep the equipment's in good fettle.

31. The number of personnel mentioned in this document represents the maximum manpower requirement. Actual deployment will depend on the needs and recommendations of TIFRH officials. The manpower also includes lab cleaning staff and childcare staff.
32. The contractor is responsible for providing Group Medical Insurance with a minimum sum assured of Rs.3,00,000 for personnel who are not covered under ESIC norms. The premium for the same shall be deducted from the employees' salaries.
33. The working area in square feet as indicated in the table given below-

Built up areas for buildings in TIFR Hyderabad			
S. No	Building Name	Area	Unit
1	FReT-B Building	1,02,740.00	SFT
2	Service building 1	22,596.00	SFT
3	Service building 2	39,208.56	SFT
4	Hostel 1	23,042.42	SFT
5	Hostel 2	28,662.78	SFT
6	Hostel 3	38,534.55	SFT
7	Hanger1	9966.70	SFT
8	Radio isotope lab	838.89	SFT
9	Hanger 2	1,1749	SFT
10	Petawatt building	27,470.28	SFT
11	Nutritional Facility	11,209.00	SFT
	Total Area	3,16,018.27	SFT

ELIGIBILITY CRITERIA FOR TIFRH HOUSEKEEPING SERVICES

General Descriptions: -

1. The bidders for this contract will be considered only from those firms (proprietorship firms, partnership firms, companies, corporations), who meet requisite eligibility criteria prescribed as under.
2. Bidders shall not have a conflict of interest. The bidders found to have a conflict of interest in this tender process shall be disqualified. Bidders shall be considered to have a conflict of interest, if:
 - a. Submit more than one tender for the work.
 - b. If bidders in two different tenders have controlling shareholders in common.
 - c. If bidders have common partner/s
 - d. If bidders having any family relation with the any employee of TIFR.
3. A firm can submit the tender as an individual firm only. Tender from Joint Ventures/ Consortiums of firms is not allowed.
4. The Bidder must not have been blacklisted or deregistered by any central/state government department or public sector undertaking of Govt. of India & State Government during last five years and such black listing is not in force on the date of submission of bid.

Minimum Eligibility Criteria:

1. **Experience:** The bidder will be qualified only if they have **Similar Work** experience during last **Three (03) years** preceding from **31st March 2025** and the firm should have experience of providing satisfactory housekeeping services in Central Government / Autonomous bodies / Research organizations/ reputed private sector companies with
 - a) one similar contract of value more than Rs.2,77,60,000/- per annum (80%) OR
 - b) two similar contracts of value more than Rs.1,73,50,000/- each per annum (50%)
OR
 - c) three similar contracts of value more than Rs.1,38,80,000/- each per annum (40%).

All orders should have been executed and completed during last Three (03) years. All the work completion certificates should be enclosed with the tender.

Similar Works Experience: - Past experience and satisfactory completion means provisioning of **Housekeeping** in the **last Three (03) years** (Reckoned from preceding years from **31.03.2025**) for the Departments of the Government of India/ Any State Government/ Statutory Bodies/ Autonomous Govt. Institutions/ Govt. Universities/ Public Sector Banks or Local Govt. Bodies/ Municipalities/ PSUs.

2. **Financial Criteria:** The bidders will be qualified only if their average annual turnover over for **last three (03) audited financial years** from providing of Housekeeping Services” is not less than Rs.1,73,50,000/-. (Only Summary of Annual Turnover Certified by CA as per the format to be enclosed)
3. **Registration under Provident Fund:** The bidders will be qualified only if they are registered with **Employees' Provident Fund Organization**. Bidder has to submit attested copy of the certificate of PF registration.
4. **ESIC Registration:** The bidders will be qualified only if they are registered with ESI. Bidder has to submit attested copy of the certificate of registration with **Employee State Insurance Corporation**.
5. **Goods & Service Tax Registration:** - The bidder must have a valid GST registration under the relevant act. Bidder has to submit attested copy of the certificate of registration under GST Act.
6. **The bidder should have its registered office located in Hyderabad** and it should be Operational from minimum 1 year. If the Agency does not have such an office as per location mentioned, the bid will be summarily rejected. The Bidder should submit valid documentary proof for the same. Also, the firm preferably have experience of providing satisfactory manpower services in Central Government / Autonomous bodies / Research organizations/ reputed private sector companies in Hyderabad Region.
7. The Agency / Housekeeping service provider should have **ISO Certification**.
8. **Registration:** Statutory Registration under Shop Act License certificate/ Company Act/ Certificate of Incorporation (As the case may be).
9. The bidder/contract should submit a valid NSIC / MSME certificate for exemption of tender fees/EMD.
10. **Bidder should submit the all the Annexures mentioned in this document duly signed and stamped with the competent authority.**
11. **Bank Solvency Certificate** of Minimum of Rs.1,38,80,000/- (40%) and above must be submitted this BID.

EVALUATION CRITERIA

Technical evaluation: (Maximum Marks=100)

The technical proposal will be evaluated on the following criteria. Only those applicants whose technical proposal scores minimum **60 Marks** out of **100 Marks** shall be considered for opening of Financial Bid. Maximum marks assigned for different evaluation criteria specified below:

S. No.	Description of Technical Evaluation Criteria	Maximum Marks
1	<p>Average annual turnover over for last Three (03) audited financial years for FY 2022-23, FY 2023-24 & FY 2024-25 from “Providing of Housekeeping Services” Certified by Chartered Accountant.</p> <p>a) Turn over <1.73 Crore : 0 Marks b) Turn over ≥1.73 Crore < 2.73 Crore : 5 Marks c) Turn over ≥2.73 Crore < 4.73 Crore : 10 Marks d) Turn over ≥4.73 Crore <6.73 Crore : 15 Marks e) Turn over ≥6.73 Crore <8.73 Crore : 20 Marks f) Turn over above 8.73 Crore : 25 Marks</p>	25
2	<p>Number of years in business from date of Incorporation Registration Certificate of Incorporation / Statutory Registration / Shop Act License certificate (As the case may be) – Period shall be considered from the date of incorporation/Shop Act Registration of bidding firm/ company.</p> <p>a) No. of Year <5 : 0 Marks b) No. of Year ≥5 < 8 : 5 Marks c) No. of Year ≥8 <10 : 10 Marks d) No. of Year ≥10<12 : 15 Marks e) No. of Year ≥12 <14 : 20 Marks f) No. of Year ≥14 & above: 25 Marks</p>	25
3	Certified Training Centre with trainers having experience in training.	20
4	<p>Experience of providing satisfactory housekeeping services in any Central Government /Autonomous bodies/ Research organizations during last five years preceding from 31st March 2025 with minimum housekeeping services in single contract.</p> <p>a) 50 - 100 : 05 Marks b) 100 – 150 : 10 Marks c) 150 – 200 : 15 Marks d) 200 and above: 20 Marks</p>	20
5	<p>Established Office in Hyderabad (Evidence of Address to be enclosed) and should be Operational from minimum 1 year.</p> <p>If Yes: 10 Marks If No : No Marks</p>	10
	Total	100

The bidder should secure minimum of 60 marks out of 100 marks for considering financial bid.

TERMS & CONDITIONS FOR BIDDERS

1. The Agency/Contractor/ Service Provider is required to pay Salaries/wages of hired staff deployed at TIFR Hyderabad first i.e., on their own and then claim payment from Buyer along with all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

Payments of wages to the persons deployed by the Agency/ Contractor will be made through E- payment mode namely Electronic Clearance System (ECS); National Electronic Fund Transfer (NEFT), Real Time Gross Settlement (RTGS); net Banking by direct credit to the account of the beneficiaries on or before 05th day of each month to the account and copy of payment sheet duly signed by authorized signatory of the Agency/ Contractor on every month before verifying the monthly bill, failing which punitive action against the contractor will be taken at the discretion of the Centre Director, TIFR Hyderabad. The Agency shall make payment of wages to workers engaged by it by the stipulated date irrespective of any delay in settlement of its bill by the TIFR Hyderabad for whatever reason. The Agency shall also be responsible for the insurance of its personnel. The agency shall specifically ensure compliance of various Laws/Acts, including but not limited to with the following and their re-enactments/ amendments/modifications.

- The Payment of Wages Act 1936
- The Employees Provident Fund Act, 1952
- The Factory Act, 1948
- The Contract Labour (Regulation) Act, 1970
- The Payment of Bonus Act, 1965
- The Payment of Gratuity Act, 1972
- The Employees State Insurance Act, 1948
- The Employment of Children Act, 1938
- The Motor Vehicle Act, 1988
- Minimum Wages Act, 1948
- The Maternity Benefit Act 1961

The agency shall be solely responsible for compliance to the provisions of various labour and industrial laws, such as, wages, allowances, compensations, EPF, Bonus, Gratuity, ESI etc. relating to personnel deployed by it at TIFR Hyderabad or for any accident caused to them and the TIFR Hyderabad shall not be liable to bear any expense in this regard. The Income-tax as applicable shall be deducted from the bill unless exempted by the Income-tax Department.

2. The contractor shall be responsible for fulfilling all their statutory obligations towards the persons deployed under law, namely, under the Minimum Wages Act. P.F. Act, ESI Act, Bonus Act, Maternity Benefit Act, Shops and Establishment Act, etc. as applicable and amended from time to time. The contractor shall be responsible for deposit of employees and Principal employer's share of statutory contribution towards ESI/EPF with the concerned department/authorities at their own level and maintenance such record as per rules. They will be required to submit a copy of ECR (Electronic Challan Receipt) of the amount deposited on account of the statutory contributions along with confirmation receipts with the bill of subsequent month for reimbursement, failing which the payment of service charges of the following month will be with-held. The payment will be released to them towards their service charges after deduction of income tax or any other Government dues,

after the submission of attested copies of Recovery Schedules and other statements in the required formats for all employees, copy of Bank Challan(s)/Scroll(s) as a proof of having deposited the said amount for the period concerned before the reimbursement of the wages bill of staff is claimed. The contractor shall ensure that the cheque(s) issued by them should not be dishonored under any circumstances. They will also arrange to open such EPF/ESI accounts of all the employees deployed by them. The successful Contractor if operating from outside of Hyderabad but having branch office in the city will have to obtain EPF/ESI sub-codes in Hyderabad within 2 months of award of Contract for administrative convenience.

Any breach of the compliance of such formalities on more than two occasions during the currency of the contract shall invite action for imposition of penalty, apart from the cancellation of the contract without any notice. The responsibility for issuance of Annual Statements of EPF deposits and ESI cards to its employees solely lies with the Contractor.

3. The contractor shall pay the minimum monthly wages (Central) fixed by the Chief Labour Commissioner (Central), New Delhi, Govt. of India, Ministry of Labour & Employment, vide Order No.1/27(1)/2024-LS-II, dt. 28-03-2025 notified under S.O 186(E) engaged under the Minimum Wages Act as applicable in Hyderabad.
4. **PAYMENT: The contractor should pay the wages to the contractual staff before expiry of 05th day of every month and claim for reimbursement.**

The bill/invoice should be submitted along with -

- **Invoice (original)**
- **Wage calculation sheet**
- **Attendance copies in proof of attendance**
- **Copy by the Challan for ESI (if applicable)**
- **Copy by the Challan for EPF with payment confirmation challan & TRRN**
- **Bank statement for proof of salary credited to the employees with bank endorsement.**
- **Goods and Services Tax challan of the month for proof of remittance**

(All documents should be submitted on monthly basis along with duly certified by the agency/contractor)

5. The contract will be awarded for a period of two years from the date of the agreement. The agreement shall in come into effect immediately upon execution unless terminated earlier under Clause 39 of "Terms & Conditions". The Service charges/ administrative charges quoted by the contract should be for all the two years.

Enhancement in Administrative/Service charges, on any ground will not be entertained during the tenure of the contract.

As per Office Memorandum No. 29(1)/2014-PPD of Ministry of Finance, Department of Expenditure dated 28th January 2014, any firm quoting 'Nil' charges/ consideration as service charge will be treated as unresponsive and will be summarily rejected.

6. **SECURITY DEPOSIT:** The successful tenderer will have to pay an amount of **5% of the work order value, i.e., Rs.17,35,000/- (Seventeen Lakhs Thirty Five Thousand rupees only) drawn in-favour of Tata Institute of Fundamental research Hyderabad** as interest free security deposit in the form of account payee demand draft/bank guarantee from SBI or any one of the nationalized banks in an acceptable form. Security Deposit should remain valid for a period of **Twenty-Six (26) months** from the date of commencement of Contract and would be released only after one month from the date of satisfactory completion of the contract.
7. Seeking any deposits /amounts or any other form of monetary acceptance by the service provider from the deployed resource at TIFR Hyderabad is strictly prohibited. If any such complaint is received, incident will be raised on GeM portal for suitable action as per Incident Management Policy of GeM. In addition, buyer department may separately initiate suitable penal action as per their laid down norms.
8. The TIFR Hyderabad reserves the right to withhold bills, if the contract fails to produce proof for having remitted the ESI/EPF/SALARY dues. The payment for successive month will be released on receipt of the evidence of deposition of ESI/ EPF in the worker's account for the previous month. If the contractor does not produce satisfactory evidence regarding deposition of EPF and ESI dues, the Client shall withhold payment of the component of EPF and ESI.
9. All the housekeeping Supervisor should have minimum qualification of SSC or equivalent and age below 45 years. Character assessment, the discharge certificate should indicate well to exemplary character. They should be able to read, write and speak English, Hindi and Telugu.
10. The staff provided should also maintain discipline in the premises of Institute and required to be present for the whole office hours as per requirement of the Institute also. **If the staff deployed by the contractor is found not on duty for the prescribed working hour, punitive action at the discretion of authority will be taken.** The personnel to be deployed will also be given paid weekly off as per provision of labour laws.

No housekeeping personnel of the Contractor/Agency shall work for more than 26/27 days in a month or as specified by Labor Laws. Paid weekly off is mandatory.
11. All the workers provided by the contractor should have also been trained in Fire Fighting.
12. Changing of Supplied Staff should be intimated to the Office. The Contractor must employ adult labour only; **employment of child labour will lead to the termination of the contract including other punitive action as deemed fit.** The existing staff if any trained in TIFR Hyderabad if wishes to join the firm in contract with TIFR Hyderabad, the preference should be given to same as they are already trained in TIFR Hyderabad work. The firm/ contractors should provide the personnel as per requirement and qualification/ experience for required work as determined by the Institute or its representative. The staff deployed by the contractor/ firm for the work required should follow strict attendance and alternative arrangements are to be made by agency whenever anyone of staff/ supervisor is to go on leave/weekly rest under intimation to this office. Successful Service provider will ensure continuity of any allocated / deployed resources with the prior consent of the buyer department. Deployed resources cannot be replaced by Service Provider without prior approval of buyer.

13. In case of non-compliance/non-performance of the services according to the terms of the contract, the TIFR Hyderabad shall be at liberty to make suitable deductions from the bill without prejudice to its right under other provisions of the contract. The agency shall be solely liable for all payment/dues of the Workers employed and deployed by it.
14. The agency shall fully indemnify TIFR Hyderabad against all the payments, claims, and liabilities whatsoever incidental or directly arising out of or for compliance with or enforcement of the provisions of any of the labour or other laws to the extent they are applicable to establishment /work in TIFR Hyderabad premises/facility.
15. Any kind of loss to the Govt. / Institute's property due to the negligence of the contractor labours will be deducted from the contractor's bill of that month. During the contract period the Institute will not be responsible for any mishappening of supplied labour like Snake bite, Skin disease or any accident / injury (including Death) of the labour and it will be full responsibility of the contractor for compensation of any claim etc. in this regard.

In the event of exigencies arising due to the death, infirmity, insolvency of the contractor or for any other reasons or circumstances, liabilities of the contract shall be borne by the following on such terms and conditions, TIFR may think proper in public interest:

- Legal heirs in case of sole proprietor
- The surviving partners in the case of a partnership firm otherwise, TIFR shall reserve the right to settle the matter according to the circumstances of the case as it may think proper.

16. Income Tax & GST TDS shall be deducted from the payments due for the work done as per rule and any other tax payable shall be paid by the contractor also. The Agency shall be liable to pay all taxes, duties, royalties, statutory minimum payments/ contributions to be paid to and/or on behalf of the manpower supplied by the tenderer, TDS & GST as applicable will also be deducted from the bill of the contractor at the source. No change/ revision whatsoever in service charges once quoted shall be admissible during the tenure of tender under any circumstances.
17. The contractor shall keep a complaint register with his supervisor in the Institute and it shall be open the verification by the authorized officer of TIFR Hyderabad for the purpose. All complaints should be immediately attended to by the Agency.
18. The agency or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded. The selected agency shall provide the necessary personal (qualified/experienced according to work required) as per requirement at TIFR Hyderabad. Also, the contractor should provide passport size photographs of the workers designated to work in this Institute along with their Bio-data and police clearance certificate.
19. The contractor should not allow his workers to conduct any union activities in the campus of TIFR.
20. No person(s) has/have been engaged on contract basis in this Institution without the prior approval of the competent authority.

21. No accommodation or departmental transport will be provided by this Institute for the contractor's staff.
22. The entire administration of the housekeeping personnel will be the responsibility of the Contractor. The contractor will provide them the uniforms, liveries etc. at his own cost. The housekeeping personnel should wear uniform as approved by the Institute while on duty compulsorily.
23. For purpose of proper identification of these employees of the contractors deployed at various points, all the Worker/Supervisor should wear name badges and carry ID Card at the time of performing duty.
24. Shri. D. Hari Prasad, Head, Admin & Finance of TIFR or his nominee or the Housekeeping Supervisor of TIFR shall be at liberty to carry out surprise check on the persons so deployed by the contractor in order to ensure that required number of persons are deployed and that they are doing their assigned duties.

25. VALIDITY OF CONTRACT

The contract will be awarded for a period of two years from the date of the agreement. The agreement shall in come into effect immediately upon execution **unless terminated earlier under Clause 39 of T&C**. The Service charges/ administrative charges quoted by the contract should be for all the two years.

Enhancement in Administrative/Service charges, on any ground will not be entertained during the tenure of the contract.

26. **FORCE MAJEURE:** If at any time, during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract, shall be prevented or delayed by reason of any floods, explosions, epidemics, quarantine restriction, act of God omissions or acts of public authorities including changes in law, regulations or policies of the Government, or other regulatory authority acts which are beyond the control of any Party (hereinafter referred to as the "events"), provided notice of happenings of any such eventuality is given by either party to the other within 7 days from the date of occurrence thereof, neither party shall be due to reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance or delay in performance. The operation of contract shall be resumed as soon as practicable after such event may come to an end or cease to exist and the decision of the Institute as to whether the operation have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or in part of any obligation under his contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may at his option terminate the contract.

The contractor shall keep the TIFR indemnified against all claims of whatsoever nature in respect of the employees deployed by the contractor and any financial or any other liability. In case any Labour of the contractor so deployed either during performance of the duty or removal, enters into dispute of any nature whatsoever, it will be the responsibility of the Contractor to contest the same, and TIFR will not take any responsibility whatsoever on the outcome of such disputes.

27. **Risk Clause:** TIFR Hyderabad reserves the right to discontinue the service at any time, if the services are founding unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from Performance security or pending bills or by raising a separate claim.

28. **Arbitration:** In case of any dispute or differences arising under the terms of this Agreement the same shall be settled by reference to arbitration by a sole Arbitrator to be appointed by competent authority of TIFR Hyderabad. The provisions of Arbitration and Conciliation Act 1996 shall be applicable. Any violation of instructions/ agreement or suppression of facts will attract cancellation of agreement without any reference.

The award of the arbitrator shall be final and binding on both the parties. In the event of such arbitrator to whom, the matter is or originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever the Centre Director, TIFR Hyderabad shall appoint another person to act as arbitrator in place of the outgoing arbitrator in accordance with terms of the agreement and the persons so appointed shall be entitled to proceed with the reference from the stage at which it was left by the predecessor.

The Arbitrator may give interim award(s) and/or directions, as may be required.

Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made hereunder and any modifications are there of from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause

Mediation Clause: The parties agree that any dispute or controversy, arising out of or in connection with this Agreement or any alleged breach thereof, shall be subject to mediation if all parties agree thereto.

29. The contractor shall not sublet the work without prior written permission of the TIFR Hyderabad.

30. The manpower deployed by the contractor are solely employees of the contractor & they have no right to claim for any compensation or regular appointment in TIFR and does not own any responsibility / liability whatsoever either for absorption / continuation or for regularization or compensation etc. on whatsoever grounds and/or reasons. The contractor should provide a copy of appointment order issued by him to the workers.

31. All disputes arising from this contract in respect of personnel posted at TIFR Hyderabad concerning their wages or any other matter connected with their service conditions under relevant Labour Laws are solely and wholly the responsibility of the Contractor. The TIFR Hyderabad will be free from all encumbrances either from the Government or from any other sources.

32. The contractor shall indemnify and TIFR Hyderabad will not be responsible for any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In cases of any dispute, the decision of Centre Director, TIFR Hyderabad shall be final and binding on the contractor.

33. A computerized Monthly Payment Slip shall be issued to all contractors' manpower at the time of monthly payment. The Pay slip must bear the contract agency name & logo etc. The contractor shall submit each employee wise PF Code No. and ESI Code No. along with respective amount to TIFR Hyderabad for all the Contract manpower deployed before claiming the Bills. Previous month Acknowledgement' copy of the 'Return on Contributions' for every contribution period on Form 6 of ESI Act within 15 days of the stipulated date for submission of return to ESI Authorities subject to change in Govt. notifications from time to time.
34. The agency shall issue identity cards to his workers, which should be suitably displayed by the supplied worker. The contractor offered the contract will have to maintain an Attendance Register as per Format of the Institute. The contractor has to close the absentee/presence statement every day on the Register based on which the concerned end user will verify the bill.
35. The Agency shall ensure that any replacement of the personnel, as required by TIFR Hyderabad for any reason specified or otherwise, shall be effected promptly without any additional cost to the TIFR Hyderabad. If the agency wishes to replace any of the personnel, the same shall be done with prior concurrence of the TIFR Hyderabad at Agency's own cost.
36. The agency shall ensure that the personnel deployed by it are disciplined and do not participate in any activity prejudicial to the interest of the TIFR Hyderabad/ Govt. of India/ any State/ any Union Territory.
37. The contractor shall deploy his persons in such a way that they get weekly rest. The working hours/ leave, for which the work is taken from them, do not violate relevant provisions of concerned rules & regulations. On violation, the authority of the Institute will be free to take the action against contractor or his nominee firm.
38. In the event of the contractor committing a default or breach of any of the provisions of the Labour Laws including the provisions of the Contract Labour Regulation & Abolition Act, 1970 as amended from time to time or furnishing any information, or submitting or filing any statement under the provisions of the said regulations and rules which is materially incorrect they shall without prejudice to any other liability pay to the TIFR, Hyderabad, a sum as may be claimed by TIFR.
39. The contract can be terminated on any of the following contingencies:
- a) On expiry of the contract period.
 - b) By giving three month's advance notice by TIFR Hyderabad on account of:
 - i Un Satisfactory performance of the contract (as per tender terms and conditions).
 - ii Losses suffered by TIFR due to lapse on the part of the contractor/ his supervisor/ workers.
 - iii For committing breach by the contractor of any of the terms and conditions of contract.

- iv On assigning the contractor or any part thereof or any benefit or interest therein or there under by the contractor to any third person for sub-contracting whole or part of the contract.
- v On violation of any Labour laws as per Contract Labour (Regulation & Abolition) Act, 1970, as amended from time to time.
- vi On contractors being declared insolvent by the competent Court of Law.
- vii The contractor provides unsatisfactory services.

During the notice period of termination of the contract in the contingencies contemplated above, the contractor shall keep on discharging his duties as before till the expiry of notice period.

- 40. If any information furnished by the agency is found to be incorrect/ false at a later stage, the tender will be rejected and the firm will be liable to be debarred from tendering.
- 41. The TIFR reserves the right to accept or reject any or all the prospective applications in full or part thereof without assigning any reason whatsoever.
- 42. The TIFR Hyderabad in public interest reserves right to accept or reject any or all tenders without assigning any reason and also to impose/relax any terms and conditions of the tender.
- 43. Canvassing in any form in connection with the tender is strictly prohibited and the tender submitted by the contractors who resorts to canvassing will be liable for rejection.
- 44. The contractor should submit their annual returns online in the Shram Suvidha Portal of the Ministry of Labour is mandatory.
- 45. That the contractor shall ensure that the persons so deployed do not allow any property of the TIFR to be taken out of the premises without a Gate Pass signed by the designated officials of the Institute. As a safeguard against any dishonesty connivance and/or ulterior motive, the specimen signature of the officials designated and authorized to sign the gate pass will be intimated in writing to the contractor along with subsequent changes, if any. Shri. D. Hari Prasad, Head, Admin & Finance, TIFR shall take necessary steps to ensure compliance and necessary action in this respect.
- 46. Income Tax will be recovered from the contractor's monthly bill as per the Govt. of India's order and necessary TDS certificate will be issued to him as a proof of having deducted the tax.
- 47. If the contractor(s) selected for the work fails to sign the formal agreement within 15 days from the date of receipt of award of work or fails to take up the assignment or fails to commence the work on the date specified in the contract, the Earnest Money Deposit is liable to be forfeited.
- 48. It shall be the duty of the contractor to withdraw all the persons deployed by him on expiry/ termination of the contract and will ensure that no person creates any disruption/ hindrance or problems of whatsoever nature to TIFR.

49. None of the housekeeping personnel engaged by the Contractor shall enter into any kind of private work at different locations of the Institute during working hours or otherwise, failing which penalty will be imposed as per rules. The employees should not be put in different shifts at other locations & they should not be employed by other agencies to do so also.
50. TIFR Hyderabad GST NO is: 36AAATT3951F2ZG. GST rule will be applicable with effect from 01.07.2017 as per GST regime. The applicable TDS /other charges if any as per GST rule will be deducted. Also, the contractor should submit a valid GST Registration document /certificate.
51. The TIFR will reimburse Goods and Services Tax (GST), payable, if any on the bill by the contractor to the authorities concerned and it will be the responsibility of the contractor to pay such an amount only if he is liable to pay GST under the relevant Act/ Rule/ Orders of Govt. of India/ State Govt.
52. If at any later date, it is found that the documents and certificates submitted by the Contractor are forged or have been manipulated, the work order issued to the Contractor shall be cancelled and Security Deposit shall be forfeited without any claim whatsoever on TIFR and the contractor is liable for action as appropriate under the extant laws.
53. Any other provisions as deemed fit may be incorporated in the contract/agreement. The same shall also be binding on the Agency.

Note: This report should be printed on the bidder's letterhead.

FORMS TO BE SUBMITTED BY THE BIDDER

(Annexure I)

DETAILS OF LOCAL OFFICE (Hyderabad)

Location /Address of Firm:

Name of in charge Person:

Phone/Fax/Email:

Office Hours:

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

(Annexure-II)

UNDERTAKING TO SUBMIT PERFORMANCE BANK GUARANTEE

To
The Head, Admin & Finance,
Tata Institute of Fundamental Research (TIFR HYDERABAD),
Survey No.36/P, Gopanpally Village, Serilingampally Mandal,
Ranga Reddy District, Hyderabad - 500 046

Sub: Assurance for PBG

Sir,

We the firm are participating in your Tender No
_____ If our bid is accepted against this subject
tender notice, we commit to provide a performance security for due performance of the contract
as per TIFR HYDERABAD policy/format/form and warranty-guarantee as per tender specification
or agrees as per contract valid for 180 days more than the contract period.

Thank you,

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

(Annexure-III)

Performance Statement/Clientele/List of User

Attached separate sheet in same format if above place is not sufficient

S. No.	Name of the Dept. / Organization & Name of contract person with Phone No. Contact Person along with Tel. NO., Fax No. & e-mail address	Period		No. of manpower deployed	Contract Order No & Contract Value in Rs.
		From	To		
1.					
2.					
3.					
4					
5					

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

(Annexure-IV) <u>Organizational Details</u>		
S. No.	Point	Bidder reply
1	Name of company/firm/service provider	
2	Year of Establishment	
3	Legal status of the applicant (attach copies of original document defining the legal status) a) A proprietary firm b) A firm in partnership c) A limited company or Corporation / Joint venture / Consortia /Any other	
4	Names of Key executives with designation to be connected with this bid /Designation of individuals authorized to act on behalf the organization. (Name Contac No /E mail ID)	
5	Has the bidder, or any constituent partner in case of partnership firm / limited company/ Joint venture, ever been convicted by the court of law? If so, give details.	
6	Any other information considered necessary from your side but not included above.	
7	Confirm that the Bidder has not been banned OR delisted/blacklisted by any Government or Quasi Government agencies or Public Sector /AB	
8	Confirm that Bidder is not under Liquidation, court Receivership or similar proceedings. (Declaration from the Tenderer that there is no litigation / arbitration on firm to be submitted) The Bidder must list out the cases and state all its contingent liabilities that may arise out of litigation if any by way of pending court and/or arbitration cases.	

(Annexure-V)
Information of the Bidder

1. Name of company/firm/service provider	
2. Name of Proprietor/Director	
3. Full Address of Registered Office Telephone No.: Fax No.: E-Mail Address:	
4. Full Address of Operating/Branch Office Telephone No.: Fax No.: E-Mail Address:	
5. Banker of the Service Provider Name, Address and Telephone Number of Banker	
6. PAN No (Attach attested copy)	
7. GST Registration No. (Attach attested copy)	
8. E.P.F. Registration No. (Attach attested	
9. Labour License /Certificate:	
10. E.S.I. Registration No. (Attach attested copy):	
11. Financial turnover of the company/firm/ service provider during the last three year Audited Balance Sheet and Profit and Loss Accounts for last three years with audit report (Attach attested copy):	FY 2022-23: FY 2023-24: FY 2024-25:
COMPETENT AUTHORITY NAME, SIGN & DATE WITH STAMP & SEAL OF ORGANIZATION	

(Annexure-VI)
FINANCIAL INFORMATION

CERTIFICATE FROM CHARTERED ACCOUNTANT

This is to certify that annual Turnover of
M/s..... PAN No: GST No:
..... having its office at is in the '**Outsourcing of
Housekeeping Service**' business & for the last 03 financial years in similar nature
of work turnover are as follows: -

Financial Years	Turnover (in Rs.)	Profit	Loss (if any)
2022-23			
2023-24			
2024-25			

AVERAGE TURNOVER OF ABOVE LAST THREE YEARS:

Name, signature and seal of Chartered Accountant

Date.....

Place.....

(Annexure-VII)

BANK SOLVENCY CERTIFICATE

Note: - Banker's certificate should be on letter head of the Bank and should not be more than 06 months old from the date of publication of tender.

Date:

To,
The Head, Admin & Finance,
TIFR Hyderabad

BANK SOLVENCY CERTIFICATE

We the **(Bank Name)** do hereby certify that **(Name of Firm)** having their Registered office at **(Registered Office Address)** is solvent to the extent of Rs. _____ in words _____) as disclosed by the information and records which are available with the aforesaid bank.

It is further notified that this certificate is being issued at the request of **(Name of Firm)** without attaching any risk and responsibility on our part in any respect whatsoever more particularly either as guarantor or otherwise.

Sign & Stamp of Bank Manager

Place:

Date:

(Annexure-VIII)

Non-Blacklisting Certificate

I/We (name)_____ do hereby certify that the individual/firm/ companies have not been ever under a declaration of ineligibility for corrupt or fraudulent practices and has not been blacklisted by any State Govt./ Central Govt. / Board / Corporations and Government Societies/ PSU or such other authorities for any reason.

It is also confirmed that our Firm has not been ever insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by court or judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons. Firm /Any directors, partners and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to a manpower supplying contract within a period of three years preceding the commencement of the manpower supplying process, or not have been otherwise disqualified pursuant to debarment proceedings.

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

(Annexure-IX)

Details experience with Govt. Institute/Organization & Autonomous bodies

S. No.	Name of the Institute / Govt. Organization & Name of contact person with Phone Number	Period		No. of staff deployed	Contract number & Value of contract in Rs.
		From	To		

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

(Annexure-X)

Indemnity Bond

We,....., having a registered office at....., have entered into a contract with TIFR Hyderabad, vide contract dated, to provide housekeeping on outsourcing basis at TIFR Hyderabad situated at Hyderabad

We do hereby indemnify and keep harmless, TIFR Hyderabad, at all times, whether during the continuation of the aforesaid contract and at any time thereafter, in respect of any claim, demand, compensation, liability, penalty, fines, interests, suits etc. of whatsoever nature made, all actions and proceedings taken against the Institute by any party, employee(s), or workman/woman provided by us, on account of any delay, default, lapse, error, or omission on our part, or of rules and regulations, as may be applicable under the said contract from time to time.

We further undertake to indemnify and keep harmless, TIFR Hyderabad against any claim/compensation arising out of any non-payment or short payment of salaries, wages, overtime, or compensation by whatever name called and compensation and claims arising on account of any accident, injury, death, etc. during the course of their engagement by us for the purpose of this contract, or no fulfilment of any obligation under any of the labour laws as applicable to the class of workers/employees engaged by us for the purpose of this contract.

We further declare and agree that this Indemnity Bond is an unconditional and irrevocable undertaking by us and is not restrictive in any manner.

In case of contract received from TIFR HYDERABAD against this NIT, we accept to submit the above Indemnity Bond.

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

(Annexure-XI)

Acceptance of Tendered Terms & Conditions
(To be submitted on letter head of the Bidder)

To,
The Head, Admin & Finance,
TIFR Hyderabad.

Sub: **Acceptance of all Terms and Conditions of Bid documents**

Ref: - GEM BID: -

1. I/we have downloaded the tender documents for the above-mentioned work from the website(s) of GeM Portal/ TIFR Hyderabad website.
2. I/we hereby certify that I/we have read all terms and conditions of the tender documents including all annexure, which form a part of the contract or agreement and I/we shall abide by all terms/ conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization have also taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender terms & conditions of above-mentioned tender.
5. I/we certify that all information furnished by our firm is true and correct and in the event the information is found to be incorrect/untrue or found violated, then your organization shall take any action without giving any notice or reason thereof or summarily reject the bid or terminate the contract without prejudice including the forfeiture of earnest money deposit (if any).

Yours faithfully,

COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION

(Annexure – XII)

Bid Security Declaration

(To be submitted on company's Letter Head)

"I/We the undersigned hereby declare that if we withdraw or modify the bids during the period of its validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document or fail to execute the contract, we will be suspended for the period of time specified in the request for bids document from being eligible to submit bids for contracts with the entity that invited the bids."

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

FORMAT OF AGREEMENT FOR HOUSEKEEPING SERVICES AT TIFR HYDERABAD

This AGREEMENT made on this day _____ of _____ between the Tata Institute of Fundamental Research, Hyderabad (an autonomous institution of Department of Atomic Energy, Government of India) of the ONE PART.

And

M/s _____ at _____ (Hereinafter referred to as Contractor) of the OTHER PART.

WHEREAS the TIFRH is desirous of giving a job contract for providing the housekeeping services at the TIFR, Hyderabad Campus located at Gopanpally, Hyderabad (hereinafter referred to as Institute) and whereas the Contractor has offered to provide the housekeeping services on the terms and conditions hereinafter stated.

WHEREAS the Contractor has represented that he is a registered Contractor under the provisions of Contract Labour (Regulation and Abolition Act.), 1970 and registered with DG (Resettlement) and has further represented that he is eligible to get this contract and there is no legal or any other bar for him in this respect. Any obligations and/or formalities which are required to be fulfilled under the said Act or any amendment thereto for the purpose of entering into and/or execution of this contract shall be carried out by the contractor at his own expenses, etc. and the contractor shall report the compliance thereof to the TIFRH.

The contractor shall be solely liable for any violation of the provision of the said Act or any other Act.

WHEREAS TIFR has agreed to award the contract of work of housekeeping services as mentioned in the tender document.

AND WHEREAS the contractor has agreed to furnish to the Institute a security deposit of Rs.17,35,000/- (Seventeen Lakhs Thirty Five Thousand rupees only) by way of Demand Draft from any of the Commercial Banks (or) Bank Guarantee from any of the Commercial Banks (or) Fixed Deposit Receipt (FDR) (or) Insurance Surety Bonds in an acceptable form in favour of TIFR Hyderabad.

NOW THEREFORE BY THESE ARTICLES AND ON THE PREMISES mentioned above, the parties have agreed to as under:

A. GENERAL CONDITIONS

1. That it is expressly understood and agreed between the parties to this Agreement that the persons deployed by the contractor for the services mentioned above shall be the employees of the contractor for all intents and purposes and that the persons so deployed shall remain under the control and supervision of the contractor and in no case, shall a relationship of employer and employee between the said persons and the TIFR shall accrue/arise implicitly or explicitly.
2. That on taking over the responsibility of providing housekeeping services, the contractor shall formulate the mechanism and duty assignment of housekeeping personnel in consultation with D. Hari Prasad, Head, Admin & Finance of the Institute or his nominee. Subsequently, the contractor shall review the housekeeping services from time to time and advise the Head, Admin & Finance of the Institute, for further streamlining their cleaning system. The contractor shall further be bound by and carry out the directions/instructions given to him by the Head, Admin & Finance, Administration of the Institute or the officer designated in this respect from time to time.
3. That in case any of the persons so deployed by the contractor does not come upto the mark or does not perform his duties properly or indulges in any unlawful riots or disorderly conduct, the contractor shall immediately withdraw and take suitable action against such persons on the report of the Institute in this respect. Further, the contractor shall immediately replace the particular person so deployed on the demand of the Administrative Officer of the Institute in case of any of the aforesaid acts on the part of the said person.

B. CONTRACTOR'S OBLIGATIONS

1. That the Contractor shall provide manpower for housekeeping services at TIFR Hyderabad Campus as detailed in Tender Document as deemed fit by him in consultation with Head, Admin & Finance, TIFR Hyderabad.
2. That for performing housekeeping duties, the contractor shall deploy persons as per the timings scheduled by the Head, Admin & Finance of the Institute. The contractor shall ensure that the persons are punctual and disciplined and remain vigilant in performance of their duty. It is further agreed that the Contractor shall engage medically and physically fit persons preferably below the age of 40 years for housekeeping duties. Only properly trained housekeeping personnel of integrity and good conduct are to be deployed by the contractor.
3. That the Contractor shall submit personal & residential details of the deployed members by him in the premises of the Institute for the purpose of proper identification of the employees of the contractor deployed at various points, he shall issue identity cards bearing their photographs/Identification, etc. and such employees shall display their identity cards at the time of duty.

4. That the Contractor shall at his own cost, if required, take necessary insurance cover in respect of the aforesaid services rendered to TIFR and shall comply with the statutory provisions of Contract Labour (Regulation & Abolition) Act, 1970; Employees State Insurance Act, Workman's Compensation Act, 1923, payment of Wages Act, 1936, The Employees Provident Fund (and Miscellaneous Provisions) Act, 1952; Payment of Bonus Act, 1965. The Minimum Wages Act, 1948, Employer's Liability Act, 1938, Employment of Children Act, 1938 and/or any other Rules/regulations and/or statutes that may be applicable to them and shall further keep the TIFR indemnified from all acts of omission, fault, breaches and/or any claim, demand; loss; injury and expense arising out from the non-compliance of the aforesaid statutory provision. Contractor's failure to fulfill any of the obligations hereunder and/or under the said Acts, rules/regulations and/or any bye-laws or rules framed under or any of these the TIFR shall be entitled to recover any of the such losses or expenses which it may have to suffer or incur on account of such claims, demands, loss or injury from the contractor's monthly payments.
5. That the Contractor shall submit the proof of having deposited that amount of contribution claimed by him on account of ESI & EPF towards the persons deployed at Institute Buildings in their respective names before submitting the bill for the subsequent month. In case the contractor fails to do so, the amount claimed towards ESI & EPF contribution shall be withheld till submission of required documents.
6. That the contractor shall particularly abide by the provisions of Central Minimum Wages Act, 1948 with Rules framed there-under, as amended from time to time.
7. That the Contractor shall be required to maintain permanent attendance register/roll within the building premises which shall be open for inspection and checking by the authorized officers of Institute.
8. The Contractor will ensure that payment of wages to the contractual employees is made by the 05th of every month and wage slips are issued to every employee. The contractor shall make payment to the workers by depositing the payment towards the wages in their bank accounts and submit the bank details to the office duly certified by the bank with the bill for verification. This obligation is imposed on the contractor to ensure that he is fulfilling his commitments towards his employees so deployed under various Labour laws, having regard to the duties of TIFR in this respect as per the provisions of Contract Labour (Regulation and Abolition) Act, 1970. The contractor shall comply with or cause to be complied with the Labour regulations from time to time in regard to payment of wages, wage period deductions from wages, recovery of wages not paid and deductions un-authorized made, maintenance of wages book, wage slip, publications of scale of wages and terms of employments, inspection and submission of periodical returns.
9. Two (02) sets of uniforms should be supplied by the contractor at his own cost to the persons deployed for this work shall include navy blue colored trouser, sky-blue color shirt for Male Supervisors along with belt, Shoes & Cap; navy blue colored trouser and t-shirt for Male staff along with belt, Shoes & Cap and navy-blue color Saree with Apron for Women Workers along with shoes. TIFR shall have no liability whatsoever on this account. The uniform shall be approved by Head, Admin & Finance, TIFR Hyderabad.

10. The Contractor shall take all reasonable precautions to prevent any unlawful riots or disorderly conduct or acts of his employees so deployed and ensure preservation of peace and protection of persons and property of TIFR.
11. The Contractor shall deploy his persons in such a way that they get weekly rest. The working hours/leave for which the work is taken from them, do not violate relevant provisions of Shops and Establishment Act. The Contractor shall in all dealings with the persons in his employment have due regard to all recognized festivals, days of rest and religious or other customs. In the event of the contractor committing a default or breach of any of the provisions of the Labour Laws including the provision of Contract Labour (Regulation Abolitions) Act, 1970 as amended from time to time or furnishing any information or submitting or filing any statement under the provisions of the said regulations and rules which is materially incorrect, they shall without prejudice to any other liability pay to the TIFR a sum as may be claimed by the TIFR.

C. TIFR HYDERABAD OBLIGATIONS

1. That in consideration of the service rendered by the contract or as stated above he shall be paid a lump sum of Rs. _____ on _____ basis. Such Payment shall be made by the 10th day of the month on the basis of the bills raised by the contractor and duly certified by the officer designated by TIFR in this regard.
2. That the aforesaid lump sum amount has been agreed to be paid by TIFR to the Contractor.
3. That payment on account of enhancement/escalation charges on account of revision in wages by the appropriate Govt. from time to time shall be payable by TIFR to the contractor.
4. That the TIFR shall reimburse the amount of GST, if any, paid by the contractor to the authorities on account of the services rendered by him. This reimbursement shall be admissible on production of proof of deposit of the same by the contractor.

D. INDEMNIFICATION

1. The Contractor shall keep the TIFR Indemnified against all claims whatsoever in respect of the employees deployed by the Contractor. In case any employee of the contractor so deployed enters in dispute of any nature whatsoever, it will be the primary responsibility of the contractor to contest the same. In case TIFR is made party and is supposed to contest the case, the TIFR will be reimbursed for the actual expenses incurred towards Counsel fee and other expenses which shall be paid in advance by the contractor to TIFR on demand. Further, the contractor will ensure that no financial or any other liability comes on TIFR in this respect of any nature whatsoever and shall keep TIFR indemnified in this respect.
2. The Contractor shall further keep the TIFR indemnified against any loss to the TIFR property and assets. The TIFR shall have further right to adjust and/or deduct any of the amounts as aforesaid from the payments due to the contractor under this contract.

E. PENALTIES/LIABILITIES

1. The Contractor shall be responsible for faithful compliance of the terms and conditions of this agreement. In the event of any breach of the agreement, the same may be terminated and the security deposit will be forfeited and further the work may be got done from another agency at their risk and cost.
2. If the contractor violates any of the terms and conditions of this agreement or commits any fault or their services are not to the entire satisfaction of officer authorized by the TIFR in this behalf, a penalty leading to a deduction up to a maximum of 10% of the total amount of bill for a particular month will be imposed.
3. The security money deposited shall be liable to be forfeited or appropriated in the event of unsatisfactory performance of the contractor and/or loss/damage if any, sustained by the Institute on account of the failure or negligence of the workers deployed by him or in the event of breach of the agreement by the Contractor.

F. COMMENCEMENT AND TERMINATION

1. That this contract shall come into force w.e.f. _____ against awarding contract to successful contractor and shall remain in force for a period of two years.
2. During the notice period for termination of the contract, in the situation contemplated above, the Contractor shall keep on discharging his duties as before till the expiry of the notice period.
3. It shall be the duty of the contractor to remove all the persons, deployed by him on termination of the contract, on any ground whatsoever and ensure that no person creates any disruption/ hindrance/ problem of any nature for TIFR.

IN WITNESS WHEREOF the parties hereto have signed these presents on the date, month and year first above written.

For and on behalf of Tata Institute of Fundamental Research, Hyderabad

For and on behalf of the Contractor

WITNESS:

- 1.
- 2.

(Annexure – XIV)

List of Chemicals/Consumables and Machines required

Part 1: (Should be supplied on monthly basis)

S. No.	Material	Qty. required per month	Amount in Rs.	GST in Rs.	Total Amount in Rs.
1	Taski –R1	35 Ltrs			
2	Taski –R3	2.5 Ltrs			
3	Taski –R2	35 Ltrs			
4	Taski –R6	35 Ltrs			
5	Taski –Hand Wash	35 Ltrs			
6	Tissue Rolls	330 No's			
7	Rolls – Dust Bin Jumbo 3923	44 Box			
8	Rolls – Dust Bin small 3923	27 Box			
9	Air Fresheners – Air Pockets	40 No's			
10	Homocol Cakes	6 Boxes			
11	Mop Refills – Mop Refills	40 No's			
12	Mops –Mop Rods Red	2 No'			
13	Mops –Mop Rods Yellow	5 No'			
14	Brooms Soft – monkey 555	3 No's			
15	Brooms – Hard Regular	7 No's			
16	Jumbo duster with cap	2 No's			
17	Micro cloths	11 No's			
18	Acid	5 Ltrs			
19	Green Pads 4*6 loss	9 No's			
20	Phenyl Scented	5 Ltrs			
21	Cow bow Stick	2 No's			
22	Sponges	5 No's			
23	WC Brush –Round	2 No's			
24	Yellow Gloves	2 No's			
25	Wiper – Big	3 No's			
26	Scrubbing Machine Pad – 15"	1 No.			
Total Amount per Month in Rs.					

Part 2: (should be supplied as and when required) (Price quote per piece/ per box)

S. No.	Material	Qty. required	Amount in Rs.	GST in Rs.	Total Amount in Rs.
1	Taski -R4 9011 (can)	5 Ltrs			
2	D7 (5 Ltr Can)	5 Ltrs			
3	Naphthalene Balls White	1 kg			
4	Surgical Mask	1 box			
5	3 step Cow bow Stick	1 No.			
6	Spray Gun	1 No.			
7	Clothe - Red	1 No.			
8	Clothe - Yellow	1 No.			
9	Clothe - White	1 No.			
10	Check Clothe	1 No.			
11	Floor Brush	1 No.			
12	Dry Mop Clothe	1 No.			
13	Goggles - Transparent	1 No.			
14	Sign Board - Yellow	1 No.			
15	Mops - Ezy Mops 24" sets	1 No.			
16	Dust Pad - Plastic	1 No.			
17	Glass Cleaning Set	1 No.			
18	Plastic Mugs	1 No.			

Note:

1. The cost of **Part 1 of Material/Chemicals** mentioned above will be taken into consideration for calculation of lowest price bidder.
2. The cost of Part 2 mentioned above should be provided as and when required and price should be quoted for the same.
3. The brands for the Material items should be Taski/ Soft care/ Monkey/etc.
4. All usage of consumables (materials / chemicals) should be Eco friendly.

S. No.	Machine required
1.	Battery Powered Push Sweeper with Power Brooms Electric Drive

Note: TIFR Hyderabad is not responsible for any charges related to the machine and may take it back upon withdrawal of services.

(Annexure – XV)

Price Bid Format

Price Bid Format for Housekeeping Services					
S. No.	Payment Components	HK Supervisor - Highly skilled	HK Staff - skilled	HK Staff Semi -skilled	HK Staff - Unskilled
		Per Head (in Rs.)	Per Head (in Rs.)	Per Head (in Rs.)	Per Head (in Rs.)
1	Basic Wages	18018.00	16562.00	15054.00	13598.00
2	Variable Dearness Allowance	9672.00	8944.00	8164.00	7332.00
3	Sub Total	27690.00	25506.00	23218.00	20930.00
4	Leave Wages @ 4.81% on S. No 3	1331.89	1226.84	1116.79	1006.73
5	PF @ 13.00% (on ceiling limit on Rs.15,000/-)	1950.00	1950.00	1950.00	1950.00
6	Bonus @ 8.33% on S. No 3	2306.58	2124.65	1934.06	1743.47
7	Total amount payable (S. No.3 to 7) including statutory payments	33278.47	30807.49	28218.85	25630.20
8	Service Charges (in %)				
9	Grand Total (S. No.8+9)				
10	Add: GST 18% on S. No.10				
11	Grand Total (10+11)				
12	No of persons deployed	3	8	10	17
13	Wages per month	(a)	(b)	(c)	(d)
14	Total wages per month (A)	(a)+(b)+(c)+(d)			
15	Cost of Chemicals (Part 1) per month (B)				
16	Total Approximate cost of Housekeeping Services for One Month (A+B)				
17	Grand Total Approximate cost of Housekeeping Services for One Year				

Note:

1. The rates quoted above are as per the rates fixed by the Chief Labour Commissioner (Central) Delhi. However, the rates will be revised and paid from time to time.
2. Income Tax will be deducted at source. GST as applicable shall be reimbursed to the contractor on production of proof of having deposited the same with the GST Department.

3. However, the contractor's administrative/service charges would remain unchanged throughout the contract.
4. The TIFR Hyderabad reserves the right to decrease the number of staff at the time of issue of contract. However, the maximum number of staff required is stated in the price bid.
5. **The Bidder is required to quote the chemicals/Consumables cost per Item and Total it up per month.**
6. **Quantity of material in the list is indicative only which may vary in either way as per the requirement of the Institute from time of time. Actual payment of supplied material will be calculated on the basis of monthly supplied material at the Institute.**

**COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP & SEAL OF ORGANIZATION**

RETAINING OF THE EXISTING RESOURCES

- Existing resources to be continued By The Successful Bidder/Service Provider Under The New Contract As Per The T&C Of New Contract Concluded On The Basis Of This Bid.
- TIFR Hyderabad will intimate the List of Resources along with the quantity of each type or resource to be continued by the successful bidder/service provider under the new contract once contract is concluded.
- The decision of competent authority in this regard will be binding for the Successful Bidder/Service Provider under The New Contract.

To

Head, Administration & Finance – TIFR Hyderabad

I /We the undersigned give our compliance to this above-mentioned information/Condition of the GEM BID by TIFR Hyderabad.

***BIDDERS COMPETENT AUTHORITY NAME, SIGN & DATE
WITH STAMP / SEAL OF ORGANIZATION***

File No.1/6(1)/2025-LS-II
Government of India
Ministry of Labour & Employment
Office of the Chief Labour Commissioner(C)
New Delhi

Dated: 28/03/2025

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 186(E) dated **19th January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance for the employees employed in **Agriculture** w.e.f. **01.04.2025** on the basis of the average Consumer Price Index for Industrial workers reaching 413.42 from 402.09 as on 31.12.2024 (Base 2016=100) and thereby resulting in an increase of 11.33 points. The revised Variable Dearness Allowance as under shall be payable from 01.04.2025:-

Category of worker	Rates of V.D.A. Area wise per day (in Rupees)		
	'A'	'B'	'C'
Unskilled	181	167	165
Semi-Skilled/Unskilled Supervisory	198	181	168
Skilled/Clerical	215	198	181
Highly Skilled	237	221	198

Therefore, the minimum rates of wages including the basic rates and Variable Dearness Allowance payable w.e.f. 01.04.2025 to the employees working in Agriculture shall be as under:-

Category of worker	Rates of wages including V.D.A. Area wise per day (in Rupees)		
	A	B	C
Unskilled	333+181=514	303+167=470	300+165=465
Semi- Skilled/Unskilled Supervisory	364+198=562	335+181=516	307+168=475
Skilled/Clerical	395+215=610	364+198=562	334+181=515
Highly Skilled	438+237=675	407+221=628	364+198=562

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.


(K. Shekar)
Chief Labour Commissioner(C)

F.No.1/6(2)/2025-LS-II
Government of India
Ministry of Labour & Employment
Office of the Chief Labour Commissioner(C)
New Delhi

Dated: 28/03/2025

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2413(E) dated **28th July, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 413.42 from 402.09 as on 31.12.2024 (Base 2016=100) and thereby resulting in an increase of 11.33 points. The revised Variable Dearness Allowance as under shall be payable from 01.04.2025;-

Rates of Variable Dearness Allowance for employees employed in employments in **Gypsum Mines, Barytes Mines, Bauxite Mines, Manganese Mines, China Clay Mines, Kyanite Mines, Copper Mines, Clay Mines, Magnesite Mines, White Clay Mines, Stone Mines, Steatite Mines (including the mines producing Soap Stones and Talc), Ochre Mines, Asbestos Mines, Fire Clay Mines, Chromite Mines, Quartzite Mines, Quartz Mines, Silica Mines, Graphite Mines, Felspar Mines, Laterite Mines, Dolomite Mines, Red Oxide Mines, Wolfram Mines Iron Ore Mines, Granite Mines, Rock Phosphate Mines, Hematite Mines, Marble and Calcite Mines, Uranium Mines, Mica Mines, Lignite Mines, Gravel Mines, Slate Mines and Magnetite Mines.**

Category of worker	Rates of V.D.A. (in Rs.) per day	
	For work above ground	For work below ground
Unskilled	191	237
Semi-Skilled/Unskilled Supervisory	237	282
Skilled/ Clerical	282	328
Highly Skilled	328	366

Therefore the minimum rates of wages showing the basic rates and Variable Dearness Allowance Payable w.e.f. 01.04.2025 will be as under:-

Category of worker	Rates of wages including V.D.A. (in Rs.) per day	
	For work above ground	For work below ground
Unskilled	350+191=541	437+237=674
Semi-Skilled/ Unskilled Supervisory	437+237=674	523+282=805
Skilled/ Clerical	523+282=805	610+328=938
Highly Skilled	610+328=938	683+366=1048

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.


(K. Shekar)
Chief Labour Commissioner(C)

F.No.1/6(3)/2025-LS-II
Government of India
Ministry of Labour & Employment
Office of the Chief Labour Commissioner(C)
New Delhi

Dated: 28/03/2025

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 188(E) dated **19th January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 413.42 from 402.09 as on 31.12.2024 (Base 2016=100) and thereby resulting in an increase of 11.33 points. The revised Variable Dearness Allowance as under shall be payable from 01.04.2025;-

The rates of Variable Dearness Allowance for employees employed in **CONSTRUCTION OR MAINTENANCE OF ROADS OR RUNWAYS OR IN BUILDING OPERATIONS INCLUDING LAYING DOWN UNDERGROUND ELECTRIC, WIRELESS, RADIO, TELEVISION, TELEPHONE, TELEGRAPH AND OVERSEAS COMMUNICATION CABLES AND SIMILAR OTHER UNDERGROUND CABLING WORK, ELECTRIC LINES, WATER SUPPLY LINES AND SEWERAGE PIPE LINES.**

Category of worker	Rates of V.D.A. Area wise per day (in Rupees)		
	A	B	C
Unskilled	282	237	191
Semi-Skilled/Unskilled Supervisory	314	266	222
Skilled/Clerical	344	314	266
Highly Skilled	372	344	314

Therefore the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f. 01.04.2025 will be as under :-

Category of worker	Rates of wages including V.D.A. per day (in Rupees)		
	A Area	B Area	C Area
Unskilled	523+282=805	437+237=674	350+191=541
Semi-Skilled/Unskilled Supervisory	579+314=893	494+266=760	410+222=632
Skilled/ Clerical	637+344=981	579+314=893	494+266=760
Highly Skilled	693+372=1065	637+344=981	579+314=893

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.


(K. Shekar)
Chief Labour Commissioner(C)

F.No.1/6(4)/2025-LS-II
Government of India
Ministry of Labour & Employment
Office of the Chief Labour Commissioner(C)
New Delhi

Dated: 28/03/2025

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 192(E) dated **19th January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 413.42 from 402.09 as on 31.12.2024 (Base 2016=100) and thereby resulting in an increase of 11.33 points. The revised Variable Dearness Allowance as under shall be payable from 01.04.2025;-

Rates of VDA for employees employed in loading and unloading in **(i) Goods sheds, Parcel Offices of Railways, (ii) Other Goods-Sheds, Go-downs, Warehouses and other similar employments ; (iii) Docks and Ports; and (iv) Passengers and Goods and Cargo Carried out at Airports (both international and domestic).**

Therefore, the minimum rates of wages including the basic rates and Variable Dearness Allowance payable w.e.f. 01.04.2025 to the employees shall be as under:-

AREA	RATES OF V.D.A. PER DAY (IN RS.)
'A'	282
'B'	237
'C'	191

Therefore the minimum rates of wages showing the basic rates and variable Dearness Allowance payable w.e.f. 01.04.2025 shall be as under:-

AREA	RATES OF WAGES PLUS V.D. A. PER DAY				
	Basic Wages (Rs.)		V.D.A. (Rs.)		Total (Rs.)
'A'	523	+	282	=	805
'B'	437	+	237	=	674
'C'	350	+	191	=	541

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.


(K. Shekar)
Chief Labour Commissioner(C)

No.1/6(5)/2025-LS-II
Government of India
Ministry of Labour & Employment
Office of the Chief Labour Commissioner(C)
New Delhi

Dated: 28/03/2025

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 190(E) dated **19th January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 413.42 from 402.09 as on 31.12.2024 (Base 2016=100) and thereby resulting in an increase of 11.33 points. The revised Variable Dearness Allowance as under shall be payable from 01.04.2025;-

RATES OF V.D.A.FOR EMPLOYEES EMPLOYED IN “Employment of Sweeping and Cleaning excluding activities prohibited under the Employment of Manual Scavengers and Construction of Dry Latrines (Prohibition) Act, 1993”.

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	282
B	237
C	191

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.04.2025 shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY			
	Basic Wages (Rs.)		V.D.A (Rs.)	Total (Rs.)
A	523	+	282	= 805
B	437	+	237	= 674
C	350	+	191	= 541

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.


(K. Shekar)
Chief Labour Commissioner(C)

File No.1/6(6)/2025-LS-II
Government of India
Ministry of Labour & Employment
Office of the Chief Labour Commissioner(C)
New Delhi

Dated: 28/03/2025

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 191(E) dated **19th January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 413.42 from 402.09 as on 31.12.2024 (Base 2016=100) and thereby resulting in an increase of 11.33 points. The revised Variable Dearness Allowance as under shall be payable from 01.04.2025:-

I. RATES OF VDA. for employees employed in **WATCH & WARD (without arms)** shall be as under:-

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	344
B	314
C	266

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.04.2025 to employees employed in **WATCH AND WARD (without arms)** shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY			
	Basic Wages (Rs.)		V.D.A. (Rs.)	Total (Rs.)
A	637	+	344	= 981
B	579	+	314	= 893
C	494	+	266	= 760

II. RATES OF VDA for employees employed in **WATCH AND WARD (with arms)** shall be as under:-

AREA	RATES OF VDA PER DAY (in Rs.)
A	372
B	344
C	314

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f. 01.04.2025 to employees employed in **WATCH AND WARD (with arms)** shall be as under:-

AREA	RATES OF WAGES PLUS VDA PER DAY			
	Basic Wages (Rs.)		VDA. (Rs.)	Total (Rs.)
A	693	+	372	= 1065
B	637	+	344	= 981
C	579	+	314	= 893

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the notification, whereas classification of cities will be same as in the Part-II of the notification dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.


(K. Shekar)
Chief Labour Commissioner(C)

File No.1/6/(7)2025 LS-II
Government of India
Ministry of Labour & Employment
Office of the Chief Labour Commissioner(C)
New Delhi

Dated: 28/03/2025

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 189(E) dated **19th January, 2017** of the Ministry of Labour and Employment the undersigned hereby revise the rates of Variable Dearness Allowance on the basis of the average Consumer Price Index for Industrial workers reaching 413.42 from 402.09 as on 31.12.2024 (Base 2016=100) and thereby resulting in an increase of 11.33 points. The revised Variable Dearness Allowance as under shall be payable from 01.4.2025;-

Rates of VDA for employees employed in “**STONE MINES**” shall be as under:-

Item of work	Rates of Variable Dearness Allowance as on 01.04.2025
1. Excavation & removal of over burden with 50 meters lead/ 1.5 meters lift. *	
(i) Soft Soil	Rs.194
(ii) Soft Soil with rock	Rs.287
(ii) Rock	Rs.380
2. Removal and stacking of rejected stones with 50 metres lead/ 1.5 Metres lift. *	Rs.155
3. Stone breaking or Stone Crushing for the Stone size of:-	
1.0 inch to 1.5 inches	Rs.1152
Above 1.5 inches to 3.0 inches	Rs.985
Above 3.0 inches to 5.0 inches	Rs.581
Above 5.0 inches	Rs.479

Therefore, the minimum piece rate wages showing the basic and Variable Dearness Allowance payable w.e.f. 01.04.2025 to the employees employed in Stone Mines shall be as under:-

Category	Basic Wages	VDA	Total
1. Excavation & removal of over burden with 50 meters Lead/1.5 Meters lift. *			
(i) Soft Soil	Rs.351 +	Rs.194 =	Rs. 545
(ii) Soft Soil with rock	Rs.531 +	Rs.287 =	Rs. 818
(iii) Rock	Rs.703 +	Rs.380 =	Rs.1083
2. Removal and stacking of rejected stones with 50 meters lead/ 1.5 meters lift. *	Rs. 283 +	Rs.155 =	Rs.438
3. Stone Breaking or Stone Crushing for stone size of category **			
	Basic Wages	VDA	Total
(i) 1.0 inch to 1.5 inches	Rs.2171 +	Rs1152 =	Rs.3323
(ii) Above 1.5 inches to 3.0 inches	Rs.1857 +	Rs.985 =	Rs.2842
(iii) Above 3.0 inches to 5.0 inches	Rs.1088 +	Rs.581 =	Rs.1669
(iv) Above 5.0 inches	Rs.893 +	Rs.479 =	Rs.1372

The workers employed on minimum guaranteed time rate of wages per day shall be entitled to time rate of minimum wages plus special allowance, if any, for unskilled category of above ground workers revised from time to time by the Central Government in respect of scheduled employment in stone mines.

* Per 2.831 cube meters (100 cubic feet)

** Per truck load of 5.662 cubic meters (200 cubic feet)


(K. Shekar)
Chief Labour Commissioner(C)