

GSTIN-22AADCC5773E1ZX



CHHATTISGARH STATE POWER TRANSMISSION CO LTD

(A Government of Chhattisgarh Undertaking)

OFFICE OF THE EXECUTIVE DIRECTOR (C&LM)

Block-4, Near CSPHCL Dispensary, Danganiya, Raipur (C.G.)

Website- www.cspc.co.in e-mail:- ce.eht@cspc.co.in Ph. No. 0771-2574221, 2574028 Fax No. 0771-2574222

TENDER SPECIFICATION NO. ED/C&LM/Works/TENDER-13/2318 DATED 01.01.2021

**DEPLOYMENT OF 06NOS. COMPUTER OPERATOR THROUGH OUTSOURCING
AT THE OFFICE OF ED(C&LM), CSPTCL, RAIPUR FOR A PERIOD OF 18 MONTH.**

LAST DATE/ TIME OF SALE OF TENDER	21/01/2021	17:30 Hrs
LAST DATE/ TIME OF SUBMISSION	22/01/2021	15:00 Hrs.
DATE/ TIME OF OPENING OF TENDER	22/01/2021	15:30 Hrs.

COST OF TENDER DOCUMENTS:

- i) **Rs. 1680/- (Incl. 12% GST)**
Purchase from O/o ED(C&LM)
- ii) **Rs. 1770/- (Incl. 18% GST)**
Downloaded from website

**CHHATTISGARH STATE POWER TRANSMISSION CO LTD
(CG GOVT UNDERTAKING)**

Tender document sl. no. -----

Issued to M/s -----

Cost of tender documents Rs. -----

Received vide DD. No Date.....

Name of the Bank -----

Signature & Seal of issuing Officer

**OFFICE OF THE EXECUTIVE DIRECTOR (C&LM)
CHHATTISGARH STATE POWER TRANSMISSION CO LTD
(CG GOVT UNDERTAKING)
Dagania, PO Sunder Nagar, Raipur (C.G.) 492-013**

The undersigned hereby tender and offer (subject to CSPTCL's conditions of tendering), the Chhattisgarh State Power Transmission Co Ltd to execute and do the several works and things which are described or referred to in the enclosures and schedules to the Tender Specification No. **ED/C&LM/Works/Tender-13/2318 Dated 01/01/2021** and done by the contractor in a thoroughly good and workman like manner, and to perform and observe the provisions and agreements or the part of the contract contained in or reasonable to the inferred from the said tender documents for the sums and at the rates set-out in schedules annexed hereto.

It is confirmed that Questionnaire for Commercial terms and conditions and all other conditions, wherever described in the tender documents have been replied in full giving clear details. It has been noted that in case any reply is not given or any reply is incomplete/ambiguous the CSPTCL will have the right to interpret to its best advantage. CSPTCL's decision in this regard will be final and binding. The bidder will have no right to furnish any technical or commercial clarification after opening of the bid which may in any way alter the offered prices.

Dated this.....

**Bidder's Name & Signature
with Seal of the company**

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No. ED/C&LM/Works/Tender-13/2318

Raipur, Date: 01/01/2021

NOTICE INVITING TENDER

Sealed tenders are invited for following work on contract basis as detailed hereunder:-

Sl No	Tender Sp. No.	Particulars	E.M.D (Rs.)	Cost of tender form in Rs. (Including GST)		Date of opening
				Printed tender form	Down loaded from website	
1.	TR-443	Construction of 01 No. 40 MVA X-mer bay at 132 KV S/s Takhatpur	7,500/-	1,120/-	1,180/-	22/01/2021
2.	TR-451	Construction of 01 No. 40 MVA X-mer bay at 132 KV S/s Seorinarayan	7,500/-	1,120/-	1,180/-	23/01/2021
3.	TR-464	Construction of 01 No. 132KV feeder bay at 132 KV S/s Gunderdehi	8,000/-	1,120/-	1,180/-	22/01/2021
4.	TR-466	Construction of 01 No. 132KV feeder bay at 132 KV S/s Dallirajhara	7,650/-	1,120/-	1,180/-	23/01/2021
5.	TR-470	Providing connectivity to Sector A S/s by using 132 KV traction Urkura line	35,900/-	1,680/-	1,770/-	22/01/2021
6.	Tender-13	Deployment of Computer Operator	18,560/-	1,680/-	1,770/-	22/01/2021

Note: (i) In case any of the above date is declared as holiday then the particular date automatically will be shifted to next working day.

(ii) Any notice for extension of due date of tender opening shall not be published in Newspaper. It will be displayed only on official website of the company.

TERMS AND CONDITION:-

- (i) The tender documents can be purchased from the office of ED (C&LM) CSPTCL, Raipur till one day before the due date of opening on any working day on payment of **Rs 1,120.00/Rs 1,680.00 (Including GST) (non refundable) in the form of DD in favour of Manager, (RAO-HQ), CSPTCL, Raipur (C.G.), payable at Raipur accompanied with firm's application on its letter head.** If tender document is required by post then additional Rs. 200/- is to be paid along with cost of document. CSPTCL shall not be responsible for any postal delay regarding receipt/non-receipt of tender documents. The tender document can also be down loaded from official website of CSPTCL (www.cspc.co.in/csptcl) and required tender fee of **Rs 1,180.00/Rs 1,770/- (Including GST) (non refundable) in form of DD in favour of Manager (RAO-HQ), CSPTCL, Raipur (C.G.)** payable at Raipur (C.G.) in envelope-I containing EMD should also be submitted. The details of DD should be mentioned on the outer side of the envelope-I also. **Please note carefully that in absence of aforesaid requisite tender fee in envelope-I, further bids shall not be considered for opening. The bidders who download the documents are requested to remain in contact with this office for any development in the tender.**
- (ii) The tenders, duly filled, shall be accepted up to 15:00 Hrs. on the due date. The techno-commercial bids shall be opened at 15:30 Hrs on the due date. CSPTCL reserves the right to accept or reject any or all the offers, in part or full without assigning any reason whatsoever.

**EXECUTIVE DIRECTOR (C&LM)
CSPTCL, RAIPUR**

SCHEDULE-I

GENERAL TERMS AND CONDITIONS OF THE TENDER

Sealed tenders are invited from the eligible /experienced contractors for deployment of 06 Nos. Computer Operator through outsourcing under the ED(C&LM), CSPTCL, Raipur for a period of 18 month from the date of commencement of contract.

1. Offer must be submitted in sealed covers addressed to the Executive Director (C&LM) CSPTCL, Raipur, with the name of work, due date of opening and the name of the bidder super scribed on the cover/envelopes.
2. One firm/ contractor shall submit only one offer/tender. If more than one offer is found Power Transmission Co. Ltd. will have right to reject any or all his offer(s) without assigning any reason and EMD may be forfeited.
3. Bidders are required to furnish Earnest Money amounting to **Rs. 18,560/- (Rs Eighteen thousand five hundred sixty)** only, in form of demand draft/pay order/Banker' s Cheque (Cheque will not be accepted) in favour of **Manager (RAO-HQ), CSPTCL, Raipur C.G.**, drawn on any Govt. or scheduled bank at Raipur only.

No interest shall be paid on the Earnest Money.

4. a) The tenders shall be submitted in the office of the ED (C&LM) CSPTCL, Raipur on or before **22/01/2021** up to 3.00 PM only and will be opened on the same day at 3.30 PM. Tender offers received without Earnest Money will not be considered.

Submission of Bid:-

- b) Envelope-I : In the first envelope the required Earnest Money Deposit in proper form should be enclosed and it must be super scribed clearly as Tender name and No., EMD with amount, due date of opening, and name of firm with address telephone/mobile numbers for contact and addressed to the Executive Director (C&LM) CSPTCL, Raipur. In case, the tender has been downloaded from CSPTCL's official website, the cost of tender document in the form of MICR/DD in favour of Manager (RAO-HQ), CSPTCL, Raipur should be submitted along with the tender in EMD envelope. In absence of same, the tender shall not be opened.
- c) Envelope-II : The second envelop should be super scribed as "Technical & Commercial Bid," Tender No., due date of opening, and name of firm with address, telephone/mobile numbers for contact and addressed to " The Executive Director (C&LM) CSPTCL, Raipur". This envelop must contain all the documents in original issued from this office except the price bid. If the firm wishes to enclose any other supporting documents the same must be duly signed on each page and should be in envelop number -II only.
- d) Envelope-III :The third envelop should be super scribed as "Price Bid" Tender name and No. due date of opening, and name of firm with address, telephone/mobile number for contract and addressed to "The Executive Director (C&LM) CSPTCL, Raipur" This envelop must contain only the price bid in original issued from this office which is attached with the tender documents.
- e) All the three envelops will be enclosed in a 4th envelop with super scribed as "Tender No. and Due date i.e. date of opening of tender and Name of the firm with complete address, phone & mobile numbers for contact and must be addressed to "The Executive Director (C&LM) CSPTCL, Raipur".
5. First of all, envelop of Earnest Money will be opened and verified. If this is found in order, then only second part of the tender i.e. technical & commercial bid of tender will be opened and finally the price bid of the successful Bidders shall be opened. If found necessary the price bid may be opened on later date for which new date & time will be intimated accordingly.

6. The Earnest Money will be refunded to un-successful Bidder within the reasonable time. The Earnest Money deposited by the successful Bidder will be released after finalization of tender, but shall be forfeited, if the contractor fails to execute the contract after intimation of the acceptance of his bid.
7. This forfeiture shall be without prejudice to the right of the Power Transmission Co. Ltd. to recover further damages, if any, from the tender.
8. The successful bidder furnish Security Deposit by FDR or Bank guarantee from a Nationalized Scheduled Bank for an amount of 10% of the contract value of the work for the contract period within 30days from date of issue of work order. The validity of the FDR should be up to schedule completion date of contract plus eight months.

If the security deposit is furnished in shape of a Bank Guarantee then it should be valid for a period exceeding the scheduled completion date by two months with claim period of further six months. The Bank guarantee shall be submitted on a Non Judicial stamp paper worth Rs. 250/- or as per the prevailing legal requirements/ any other amount as per the C.G. State Stamp Duty Act in the prescribed form of CSPTCL. ***No interest shall be paid by CSPTCL on the security deposit.*** In case of non-fulfillment of contractual obligations by the contractor the security deposit shall be forfeited.

The Security Deposit shall be refunded after having completed the contract satisfactorily and issue of no dues / liability certificate by the OIC of the work.

9. Bidders must fill up complete tender form and should submit in original duly signed all pages by the competent person of the firm. The document should be free from over writing. Any tender not bearing the signature in all the documents accompanying the tender shall be liable for rejection.
10. Bidders should submit copy of following documents:-
 - (a) Income Tax details along with PAN Card
 - (b) GSTN Registration
 - (c) EPF Registration
 - (d) In the event of order the contractor shall submit Labour license and copy of employee security insurance in respect of person engaged against instant tender, within 30 days from issuance of work order. If, above documents are not submitted in the office of OIC, the bills shall not be passed.
11. The bidders shall furnish Income tax clearance certificate and Return filed with competent authority for last 03 years with the tender document. The CSPTCL reserves the right to reject any tender if the income tax clearance Certificate or not submitted.
12. Bids which do not fulfill all or any of the above conditions or incomplete in any respect are liable to be rejected.
13. The submission of a bid by the bidders implies that he has read and accepted the instructions, the conditions of the contract etc. and has made himself aware of the scope of the work to be done and local conditions and other factors affecting on the execution of the work.
14. After acceptance of rates the CSPTCL, will not pay any extra charges for any reasons whatsoever even in case the contractor represent at later stage that he/she has misjudged/ not understood the terms and conditions of contract.
15. **Rates:** The bidders are required to quote their profit over and above base rates. Base rates (inclusive of EPF, ESI, and Bonus) are given at serial no. 15 "BASE RATES" of schedule-II of tender specification. The profit should be quoted both in words & figures at column-5 of the PRICE BID (schedule-III) In case of deviation of rates in figures and words, rates quoted in words shall prevail.

The contractors must quote his profit in multiple of Indian rupees on and above the base rate. Profit quoted zero or in paisa or in decimal or in percentage shall not be accepted.

16. It shall not be obligatory for the CSPTCL or its officer to accept the lowest tender. The authority for the acceptance of the tender will rest with the CSPTCL, which does not bind itself to assign any reason for declining to consider any particular bid or bids.
17. Further, information required (if any) can be obtained from the office of the Executive Director (C&LM) CSPTCL, Raipur during working hours.
18. All matters arising out of or any way connected with this contract shall be deemed to be settled in competent court of law at Raipur only.
19. The tender received after the due date and time shall not be accepted/ opened. CSPTCL will not be responsible for postal or courier service delay.
20. The CSPTCL reserves the right to accept/reject any tender without assigning any reason thereof.
21. As per requirement, any time the quantity indicated in schedule – III may increase or decrease by giving one week notice but the quoted rate shall remain firm. The same will be binding on the contractor and will not have any claim for the quantity altered.
22. These conditions of tender shall form part of the contract and any breach of the terms of this notice shall be deemed to be a breach of the contract.
23. The validity of the offer must be minimum 120days from the date of the opening of price bid.

EXECUTIVE DIRECTOR (C&LM)
CSPTCL, RAIPUR

SCHEDULE – II

SPECIAL TERMS & CONDITIONS

1. QUALIFICATION FOR THE BIDDERS :-

- (a) The Bidder should have GST Registration no.
- (b) The Bidder should have valid labour license issued by Labour Department, Govt. of C.G for providing services of similar nature of works to be submitted along with the offer OR An undertaking may be furnished to this effect that they will obtain and submitted the license within one month from the date of order in respect of said work; otherwise order is liable for rejection without notice.
- (c) The Bidder should be registered with E.P.F. Commissioner and have valid EPF registration number.
- (d) The Bidder should have ESIC registration certificate.
- (e) The Bidder should have executed at least single order of similar nature valuing not less than **Rs. 2.47 lakh** during last three financial years i.e. year 2017-18, 2018-19 and 2019-20.
- (f) The firm should have minimum Average Annual Turn over of **Rs 18.56 lakh** for the last three financial years i.e. year 2017-18, 2018-19 and 2019-20.

The documentary evidence in support of (a), (b), (c), (d), (e) & (f) above shall be submitted along with tender.

2. QUALIFICATION:-

- (i) Computer Operator should have minimum educational qualification of graduation in any subject (who have passed stenography course will be preferred) and DCA/ PGDCA from recognized institution. Hindi & English typing on computer with a speed of 5000 key depression per hour.
- (ii) All the deployed computer operators should be of minimum 18 year of age.

You are required to submit all the relevant documents regarding Educational Qualification in respect of computer operators for verification to the OIC of the work.

3. DUTIES AND WORKING TIME:-

The computer operator staff have to do data punching work and other computer related work (s) during office time and as desired by the officer under whom he/she will work. The computer operator/staff having knowledge of Hindi/English typing/stenography with minimum qualification of graduate degree preferably with DCA/PGDCA and should be able for computer operation in MS-Word, Excel etc. for analytical work. Similarly the operator staff with knowledge of typing stenography may have to take dictations and do other works as instructed to them. The computer operators should maintain the office confidentiality and in case of leakage of any information, the concerned computer operator will be removed immediately and contract may be terminated. Normal Office working hours of deployed computer operator is 10.30 AM to 5.30 PM but he/she will be required to work even in late hours also, if situation warrants.

4. DURATION OF CONTRACT:-

The contract shall be for the period of 18 month from the date of its commencement of work. The Contract may be extended for further six month, if required, on the same rates, terms and Conditions of the original order based on the satisfactory performance of the agency. The offered/ accepted rate shall not be increased/ negotiated during the extended-period also, however Minimum Wages as declared by the Labour Commissioner shall be revised accordingly.

5. **PAYMENT TERMS:-**

- 5.1 The payment to the Computer Operators shall be made through Bank only within 10day's followed by the next calendar month, proof of which shall also be submitted to O.I.C. along with Monthly Bill.
- 5.2 The contractor shall submit monthly bill in quadruplicate along with proof of depositing EPF, ESI and paid wages slip to O.I.C. by 10th of every month. The Officer In-charge shall certify the same and forward it for payment to concerned RAO CSPTCL Raipur.
- 5.3 The payment in the head Bonus @8.33% will be made two installments per year only on production of documentary evidence towards payment of bonus to workers duly authenticated by officer in charge of the work.
- 5.4 If the contractor fails to make payment to deployed their employees as per clause 5.1 above, penalty @ Rs.100/- per day shall be levied on the contractor till the date of payment.
- 5.5 The contractor shall have no claim or reason to delay timely payment to their employees including delay – if any, in contractor's payment by CSPTCL due to any reason.
- 5.6 The payment shall be made to the contractor normally within one month from the date of receipt of such bill, after deducting the statutory levies and other deduction such as Penalty, Compensation against non performance etc, if any.
- 5.7 For any delay in payment to the contractor by CSPTCL – on account of non-submission of mandatory documents by the Contractor with the bills, the contractor shall be solely responsible.
Similarly, for any delay in payment to the contractor by the CSPTCL- on account of submission of incorrect mandatory documents by the contractor with the bill, contractor shall be solely responsible.
- 5.8 Each Monthly Bill claim of the contractor shall accompany the following information / documents duly sealed and signed by Contractor:
 - 5.8.1 Attendance of deployed person.
 - 5.8.2 Wages paid to employee for the month under consideration with their bank account no. and signature in lieu of receipt of the wages.
 - 5.8.3 Details of Employee's & Employer's EPF & ESI contribution.
 - 5.8.4 **GST**
 - 5.8.4.1 CSTPCL's GST Registration no. is 22AADCC5773E1ZX. Bills submitted for payment should invariably contain GSTIN of CSPTCL and GSTIN of contractor at appropriate place.
 - 5.8.4.2 The contractor shall pay the GST at prevailing rate for the bill submitted for payment of manpower deployed.
 - 5.8.4.3 The contractor shall submit authenticated documents of payment of GST along with the bill.
 - 5.8.5 Income tax shall be deducted from bills at prevailing rates.
 - 5.8.6 PAN No. and Service Tax Registration No. Information.
- 5.9 The contractor shall have no claim or reason to stop the work of contract/service, if their payments are delayed.
- 5.10 No interest on delayed payment shall be made under any circumstances.
- 5.11 The contractor shall be responsible for opening of EFP and ESI account of the manpower deployed as per prevailing guidelines/ acts/ circulars of the competent authority, if required.
- 5.12 The contractor shall be responsible for depositing monthly subscription of EPF and ESI of the manpower deployed as per prevailing guidelines/ acts/ circulars of the competent authority, if required.
- 5.13 The contractor shall be responsible for background verification of the manpower deployed.

6. DEFECTS IN WORK:-

In case the computer operators engaged for the work is not up to the working level as desired by the concerned officer under whom they are working, the same shall be informed to the contractor and in such case the contractor shall engage suitable substitute in place of him/her.

7. OFFICER IN CHARGE :-

The Officer in charge of the work will be the EE O/o ED (C&LM), CSPTCL, Raipur.

8. GOODS AND SERVICE TAX :-

GST @18% is payable extra on contract price. Accordingly, the contractor is required to be registered under GST Act-2017 and proof to have registered under GST Act-2017 may be furnished.

9. INCOME TAX :-

Income Tax at source as per Govt. rule will be deducted from the gross amount of each bill for which TDS may be issued once in a financial year from Accounts department on request as per rule.

10. RULE AND REGULATIONS :-

All relevant Labour Laws and Regulations i.e. payment of Minimum wages, valid labour license, EPF, E.S. Insurance, Service tax etc. shall be strictly followed by the Contractor. In case of violation of law the contract may be terminated and disciplinary and legal action will be initiated which may include forfeiture of security deposit & Blacklisting of the contractor from the CSPTCL.

11. JURISDICTION :-

Any dispute or difference, arising under out of or in connection with contract shall be subject to exclusive jurisdiction of competent Court of Raipur (CG) only.

12. PENALTY :-

Penalty will be imposed for the days of absence of the deployed computer operators & peon. Deduction of Penalty will be made towards the absence of the deployed persons @1.5 times of per day salary per person on pro-rata basis.

13. MISCELLANEOUS :-

Any changes due to change in policy announced by the State/Central Govt. will be applicable and shall be binding on the contractor for which no separate charges will be payable.
payable.

14. PRICE BID :-

The price bid is to be submitted in prescribed format only as per Schedule-III. The base charges that to be paid by contractor will be variable depending upon rate declared by Labour Department from time to time. However the Rate quoted over & above base charges in price bid shall be FIRM throughout contract period which will include profit as per Scope of work. This quoted rate will remain fixed for the entire contract period & extension period, (if any). While quoting the rate bidder shall keep in mind that in case contract for additional period is awarded to them at their quoted rates they would be bound to accept the contract on same rate, terms and conditions.

Taxes and duties shall be paid extra by CSPTCL at actual. The offer with the rates given in any form / Proforma, other than that mentioned in Schedule-III shall be liable for rejection.

15. **BASE RATES:-**

The contractor must quote his profit in multiple of Indian rupees on and above the base rate. **Profit quoted zero or in paisa or in decimal or in percentage shall not be accepted.** Base rate is indicated below:-

Sl. No.	Particulars Of Payment Head	Rate per month per Computer Operator
1	Daily wages including variable DA	11690.00
2	EPF@ 13%	1519.70
3	ESI @ 3.25%	379.93
4	Bonus @ 8.33% of Rs 7000/- or 8.33 % of min. wages fixed by Govt whichever is higher	973.78
5	Total (Base rate)	14563.40
	Say Rs.	14563/-

The rates quoted above are based on the prevailing minimum wages declared by the Labour Department, Govt. of C.G., Raipur at the time of opening of Tender including all the Mandatory payments e.g. EPF, Insurance, Bonus. However, the quoted rate shall be escalated at the time of revision of minimum wages declared by the Labour Department, Raipur in following manner :-

Escalated Price per month per computer operator = $R + 1.1836 \times (L2 - L1)$

(Applicable from the date of revision of minimum labour wages)

R = Monthly rate quoted by the Bidder for computer operator

L1 = Monthly minimum wages for computer operator declared by Labour department, Raipur prevailing at the time of opening of tender.

L2 = Monthly minimum wages revised for computer operator declared by Labour department, Raipur.

In case, the lowest rate is quoted by more than one firm, then successful bidder among the lowest bidders shall be decided on the basis of lottery. Lottery will be drawn in presence of representatives of the firms. After drawl of lottery no any claim shall be entertained from any of the bidder. A form of undertaking annexed with the tender is to be signed by the bidder necessarily in this respect.

16. **SECURITY DEPOSIT:-**

The contractor shall furnish Security Deposit by FDR or Bank guarantee from a Nationalized Scheduled Bank for an amount of 10% of the contract value of the work for the contract period within 30days from date of issue of work order. The validity of the FDR should be up to schedule completion date of contract plus eight months.

If the security deposit is furnished in shape of a Bank Guarantee then it should be valid for a period exceeding the scheduled completion date by two months with claim period of further six months. The Bank guarantee shall be submitted on a Non Judicial stamp paper worth Rs. 250/- or as per the prevailing legal requirements/ any other amount as per the C.G. State Stamp Duty Act in the prescribed form of CSPTCL. No interest shall be paid by CSPTCL on the security deposit. In case of non-fulfillment of contractual obligations by the contractor the security deposit shall be forfeited.

The Security Deposit shall be refunded after having completed the contract satisfactorily and issue of no dues / liability certificate by the OIC of the work.

17. AGREEMENT:-

On award of contract, the contractor has to enter into an agreement with the Company for total contract period on a Non judicial stamp paper worth Rs. 300.00 (Three Hundred) only along with Rs.1.00 revenue stamp. The cost of the stamp paper and revenue stamp is to be borne by the contractor. The period of contract may be increased or decreased for which there will no additional compensation payable to the contractor.

Execution of agreement & submission of Security Deposit should be completed within 30days from date of issue of order.

18. TERMINATION OF CONTRACT:-

The work order / contract can be terminated at any time by either side on giving 15 days notice in advance without assigning any reason whatsoever. In such cases, either party will not be responsible for any loss/ compensation/ profit of the contractor.

19. EVALUATION OF BID:-

Lowest bidder (L-1) shall be evaluated on the basis of the total value of contract calculated on quoted rate for total quantity of the tender i.e. for the amount works out to deployment of 06 Nos. Computer Operator through outsourcing under the ED(C&LM), CSPTCL, Raipur for a period of 18 month. All amounts should be rounded off to two decimal places.

**EXECUTIVE DIRECTOR (C&LM)
CSPTCL, RAIPUR**

SCHEDULE-III**PRICE BID**

TENDER SPECIFICATION NO. ED/C&LM/Works/Tender-13/2318 Raipur, Dated 01.01.2021

Name of work – Deployment of 06 Nos. Computer Operator through outsourcing under the ED(C&LM), CSPTCL, Raipur for a period of 18 month.

Sr No	Particulars	Qty. (nos.)	Base Rate Per month Per person (Rs)	Contractor's profit in <u>Rupees</u> in figures & words both	Period
1	2	3	4	5	6
1.	Computer Operator	06	14563.40/-	Rs-----/- (Rs.....)	18 Month

Note:

- 1) The Rates quoted in Percentage will not be considered.
- 2) Rate should be exclusive of GST.
- 3) In case of any deviation on rates in figure and words, rates quoted in words shall prevail.
- 4) **Profit quoted zero or in paisa or in decimal or in percentage shall not be accepted.** It should be quoted in multiple of Indian Rupees.

Date.....

Bidder's signature: _____

Name & Address: _____

Firm's Seal _____

a) OFFICE ADDRESS _____

WITH PHONE/FAX _____

b) HEAD OFFICE _____

WITH PHONE/FAX _____

UNDERTAKING

I/We Proprietor/Partner of (name of firm)
hereby undertake that in case lowest rate is quoted by more
 than one firm then I/We shall have no objection in deciding successful bidder among the lowest
 bidder on the basis of lottery. Once the successful bidder is determined through lottery, I/We will
 honor the same and not lodge any claim on any matter in respect of this tender.

Signature of tenderer.....

Place :

Name (in full)

Date :

Status in the firm

Seal of the firm.....

DETAILS OF FIRM:-

All the bidders are required to fill-in following proforma preferably supported with a cancelled cheque.

Name Of The Firm & Address	
Name of Proprietor	
Mobile No.	
Email Address	
PAN No.	
GSTIN (Registration no.)	
Bank Details:-	
A. (Bank name with Address)	
B. A/C No.	
C. IFSC	
D. Bank MICR Code.	
Description of Business	
Vender No. (If created in CSPTCL)	

Bidder's Signature with seal