

GOVERNMENT OF ARUNACHAL PRADESH
OFFICE OF THE RESIDENT COMMISSIONER
ARUNACHAL BHAWAN, KAUTILYA MARG,
CHANAKYAPURI, NEW DELHI – 110021

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DRIVERS**

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No.RCE/GEN/50/2016
GOVT. OF ARUNACHAL PRADESH
OFFICE OF THE RESIDENT COMMISSIONER
ARUNACHAL BHAWAN, KAUTILYA MARG
CHANAKYAPURI, NEW DELHI- 110021.

Dated: 17/11/2017

Notice Inviting Tender (NIT) for Outsourcing of Drivers

The office of Resident Commissioner, Arunachal Bhawan, Govt. of Arunachal Pradesh, New Delhi, invites sealed tenders for providing drivers (as skilled labour) for Arunachal Bhawan/Arunachal House in two-bid (i.e, Technical bid & Financial bid), from reputed, leading and resourceful registered/licensed firms, having at least 3 years experience in providing drivers to guest house/offices of State/Central Government/PSU/reputed Private Sector. Interested agencies may collect the tender document from office of Resident Commissioner, Arunachal Bhawan, Kautilya Marg, Chanakyapuri, New Delhi-110021. Interested agencies may also download the tender document from Arunachal Government website: **arunachalpradesh.gov.in** and **http://arunachalbhawandelhi.arunachal.gov.in** .

Interested Firm/ company/agency who meet the criteria may furnish their tenders with all necessary documents submitted in two separate sealed covers, duly completed in all respects viz. One for "earnest money" and "technical bid" and the second for "financial bid". The name of the work "technical bid for providing drivers" and "financial bid for providing drivers", as the case may be, shall be clearly written on the top of the respective sealed covers. The D.D. for EMD must be enclosed in the envelope containing the technical bid. Both bids, along with the letter for submitting tender shall be put in a sealed cover. The name of the work "Providing drivers for Arunachal Bhawan/House, New Delhi", shall be clearly written the top of the sealed cover along with the covering letter signed by an authorized signatory.

Filled up tender form, along with bank draft of earnest money drawn in favour of **Resident Commissioner, Govt. of Arunachal Pradesh, New Delhi** should reach at the following address latest by **22nd December 2017** till 4:00 PM which will be opened on **26th December, 2017** at 11.30 AM in the office of the Additional Resident Commissioner, Govt. of Arunachal Pradesh, Arunachal Bhawan, New Delhi. The bidder himself or any one representative authorized in written on behalf of the bidder may remain present during the opening of tender.

Tenders received without EMD would be rejected.

Tenders received after the stipulated date and time will not be accepted.

The Resident Commissioner, Arunachal Bhawan reserves the right to accept or reject any or all tenders without assigning any reasons.

**Resident Commissioner,
Govt. of Arunachal Pradesh
Arunachal Bhawan,
Kautilya Marg, Chanakyapuri
New Delhi – 110021**

Phone : 011-23013915, 23013844

Email : rcarunachalbhawan@gmail.com

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A. Scope of Work

- ✓ Firm/company/agency will have to provide professional and physically fit drivers (as skilled labour) on outsourced basis at Arunachal Bhawan office.
- ✓ These drivers are required for vehicles of Arunachal Bhawan office.
- ✓ Arunachal Bhawan will provide necessary documents (Original/copy) to agency to make the vehicles run as per traffic rules and regularization prevailing.
- ✓ The drivers will have to reach the pre-designated place in Delhi through their own means of transport.
- ✓ The **scope of the work** will be as follows:
 - i. Driving of the Vehicle (any Light Motor Vehicle)
 - ii. Cleaning and Up keeping of the vehicle.
 - iii. Maintenance and Updating of the Log Book and
 - iv. Any other work assigned with relation to the vehicle.

B. Drivers Requirements

The total tentative requirement is given below, but it is purely indicative in nature and can vary depending upon actual requirement.

Category	Number Required
Driver	20

C. Qualification and experience

- i. The Driver must be 08th pass from any recognized Board/Institution
- ii. The Driver must have three years experience of driving light motor vehicle.
- iii. The Driver should be more that 25 yrs of age and less than 45 yrs. He should be physically fit otherwise also.
- iv. Drivers should have a valid driving license for light motor vehicle.
- v. Drivers must have his own mobile phone with connection.
- vi. The driver shall have adequate knowledge of the roads and routes of Delhi/New Delhi/NCR so that the passengers are not inconvenienced.
- vii. The driver on duty shall be in uniform as approved by the Office of Resident Commissioner, Government of Arunachal Pradesh, Arunachal Bhawan, New Delhi.


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D. Eligibility criteria


1. Firm/company/agency shall be a duly constituted, registered body with Central Excise and Service Tax Department.
2. The Firm/company/agency should also be registered with income tax department, and should have PAN/TAN number. They should also be registered with any other authorities as required under the law.
3. The Firm/company/agency should preferable have an experience of providing outsourced manpower for minimum of last **3 years** ending on **31st March 2017** in guest house/offices of state/central government/PSU/reputed Private sector.
4. They should be providing at least **15 persons** as drivers at present to above organisation.
5. The firm/company/agency should have registered office or one of its branch offices of manpower agency located either in Delhi or in any of the satellite towns of Delhi.
6. Experience will be shown by submission of work orders/ agreement and satisfactory completion or ongoing work certificates/testimonials from the employers.
7. The average annual turnover in preceding three completed financial year of the aforesaid firm/company/agency should be not less that **Rs. 25.00 lakhs (Rupees twenty five lakhs)** per annum as per the audited balance sheet.
8. The firm/company agency should have EPF registration and should have filed return in at least last three years for minimum **25 employees**. The detail should be submitted along with the tender paper.
9. All work orders should be supported by the contact details of the employers i.e. name and address of the employer, contact person, mobile, telephone numbers so that the experience documents can be verified independently.
10. The party shall have to submit an undertaking stating all the following four conditions.
 - a) They have not been convicted by a court of law
 - b) No criminal case is pending against them
 - c) They have not been black listed by any government department /PSU/agency.
 - d) No work order was cancelled prematurely because of quality of services rendered by him to the employer or any other default on behalf of service provider in last three years.

E. Terms and Conditions

1. The driver (as skilled Labour) should have sufficient experience of driving motorcar for at least **3 years** in Delhi and not been involved in any accident.
2. He should have a valid driver driving license for Light Motor Vehicle (Four Wheeler) issued by the competent authority.
3. The Driver shall be of good moral character without any criminal record. Any person who has been convicted within the past seven years of driving under the influence of drug or alcohol, also has been convicted at any time for any cognizable offence under the Criminal Code of Procedure 1973 Including


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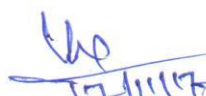

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fraud, sexual offences, use of a motor vehicle to commit a cognizable offence, a crime involving property dispute and/or theft acts of violence or acts of terror must not be engaged by the agency.

4. **REPLACEMENT**-In case of absence of duty by the driver the firm shall provide substitute of the driver immediately, the same day without any gap.
5. He should desirably have the knowledge of motor mechanism. He should also be able to repair minor defects in vehicles.
6. Punctuality is to be strictly observed by the Driver.
7. Late attendance/early leaving without permission will not be permitted. Proportionate deduction from wages will be made for late attendance & early leaving.
8. The driver shall keep the vehicle clean by regular dusting and washing. No helper will be provided for any work.
9. The drivers should be insured by agency. In case of accident of the vehicle, degree of negligence/ responsibility on the part of driver will be imposed on the contractor/Agency to the extent of repair cost of the vehicle.
10. Arunachal Bhawan shall not be responsible financially or otherwise for any injury to the driver in the course of performing the functions/duties as per this tender.
11. Arunachal Bhawan will not pay any charges other than the rates quoted by the contractor.
12. The agency shall be responsible for quality of drivers, their police verification and their conduct with passengers. The agency shall also ensure that the drivers are totally safe, reliable and trustworthy.
13. If the driver uses, causes, or allows the vehicles to be used in any manner not authorised or provisions mentioned herein, the Licensee and the driver shall be jointly and severally responsible for any injury, harm, offence or crime committed by any person including the driver.
14. The driver shall always behave in a polite and courteous manner with the officers.
15. The agency shall conduct structured refresher training programme for its drivers including but not limited to safe driving skills, gender sensitization, passenger etiquette etc.
16. The agency shall ensure that the driver shall undertake such refresher trainings at least once in a calendar year. Such training programmes should be duly documented by the agency.
17. The agency shall ensure that the driver undergoes an annual health check-up for ensuring his fitness to drive the vehicle.
18. The contractor/agency shall provide the driver within a week from the date of receipt of the order or as desired in the order, failing which EMD/performance security submitted by the firm may be forfeited.
19. The contractor/agency shall not replace the drivers at random. This shall be done with the prior approval of the office of Resident Commissioner, Arunachal Bhawan and full particular of the personnel so deployed shall be given to the department immediately.
20. The firm must ensure that the drivers employed should be well behaved and well conversant with the traffic rules/regulations and roads/route in Delhi and surrounding localities.


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21. This notice-inviting tender is not an offer to contract but represents a definition of specific requirements and an invitation to recipients to submit a response addressing such requirements. Issuance of this notice inviting tender your preparation and submission of a response and the subsequent receipt and evaluation of your response by the office of Resident Commissioner, Government of Arunachal Pradesh does not commit office to award a contract to any bidder, even if all of the requirements stated in the notice inviting tender are met.
22. If a bidder is selected, the bidder must be able to provide qualified drivers within 7 days after the award of contract.
23. After successful completion of the bidding, successful bidder shall have to enter into to service agreement with Resident Commissioner, Arunachal Bhawan, New Delhi as per conditions in this tender document.
24. A **performance Security** Deposit of **Rs. 2.00 lakhs (two lakhs)** shall be deposited by the successful bidder at the time of signing of the Agreement. The security deposit shall be in the form of Bank fixed deposit in favour of **Resident Commissioner, Govt. of Arunachal Pradesh, Arunachal Bhawan, New Delhi.**
25. The contract shall initially be valid for a period on one year from the date of signing of the agreement and may be extended further on a yearly basis subject to satisfactory performance, on the same terms & conditions for a maximum period of **5 years**
26. The office of the Resident Commissioner, Government of Arunachal Pradesh may modify these requirements in whole or in part and/or seek additional bidders to submit bids or may take any other decision for deciding the bid in more transparent way and for better administrative decision.
27. The firm/company/agency shall be responsible for making all payments to his employees including wages, leaves etc in accordance with the provisions of relevant labour laws and for strict observance and compliance of all relevant labour and other applicable laws as are applicable or may become applicable in future including but not limited to any liability under the minimum wages Act. Industrial Disputes Act, Contract Labour (Regulation & Abolition) Act, Employees State Insurance Act, Employee Provident Fund Act, Payment of Gratuity Act, Payment of Bonus Act, Workmen Compensation Act, and or/ any other statutory obligations including any financial liability or the obligation to maintain registers and /or records under the said Acts and the framed there under. The Government of Arunachal Pradesh will have no liability whatsoever in this regard.
28. The firm/company/entrepreneur shall deal with and settle the matters related with unions and shall make sure that no labour disputes/problems are referred to any office of Arunachal Pradesh Government. The firm /company agency at all times should indemnify the office of the Resident Commissioner, Government of Arunachal Pradesh against all claims, damages or compensation under the provisions of Payment of wages Act, 1936; Minimum Wages Act, 1948; Employers Liability Act, 1938; the Workmen compensation Act, 1923; Industrial Disputes Act, 1947; Maternity Benefit Act, 1961; or any medication thereof or any other law relating thereto and rules made hereunder from time. The office of the Resident

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Commissioner or any other office of Government of Arunachal Pradesh will not own any responsibility in this regard.

29. The firm/company /agency will pay salary/allowance, etc. to his employees as per rules in force and Government of Arunachal Pradesh shall not responsible for any payment to the employees of the Firm/company/entrepreneur.
30. **INSURANCE-** the Firm/company/agency shall be responsible for securing a Third Party Insurance Policy to project and cover all types of accident sand injuries to any person while working with Arunachal Bhawan. The Govt. of Arunachal Pradesh shall not be liable for any accident/injuries to any person within the premises of the Arunachal Bhawan, arising out of the acts done by the firm/company/agency or his staff.
31. The firm/company entrepreneur should ensure the Health & safety measures of the employees. The firm/company/entrepreneur shall furnish medical fitness certificate for all his employees issued by Registered Medical Practitioner periodically once in 6 months and every time a new staff members is deployed.
32. The persons engaged by firm /company/entrepreneur workers will have to be verified by the Police. No person having adverse antecedents should be permitted to be deployed.
33. The firm/company/entrepreneur shall maintain a shift wise daily attendance register in which the arrival and departure of each of of his employees will be recorded. This register shall be open to inspection by the officials of Arunachal Bhawan authorized by the Resident Commissioner and Dy. Resident Commissioner. During the inspection the officers/officials will have the authority to inspect any other clause of the agreement also.
34. The manpower so employed by the Firm/company/entrepreneur shall not seek regularization in the service in this Bhawan at any point of time.
35. The employees of the Firm / company/entrepreneur should not move around or loiter about in places other than their assigned workplaces nor approach the Guests or VIPs for any favour whatsoever. Any approach to Guests by the employees of the Firm/company/entrepreneur for personal favors will lead to immediate removal of such employee.
36. The Government of Arunachal Pradesh would not in any manner be responsible for any act of omission or commission of the employees engaged by the firm/company /agency and no claim in this respect will lie against the State Government including any eventuality resulting in any mishap.
37. If it is found that there is any loss to the movable or immoveable property of Arunachal Bhawan/Arunachal House because of the negligence/connivance/omission/commission/of any act of security guard then the same will be deducted from the bills of the Firm/company/agency after giving the opportunity of hearing.
38. Unattended belongings of the guests should be reported at the reception of Arunachal Bhawan/Arunachal House.


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39. Firm/company/agency, as when called upon by the Resident Commissioner/Dy. Resident Commissioner shall make himself available.
40. The Firm/company/entrepreneur may need to provide additional manpower during the visit of VVIPs on short notice on prorata payment basis.
41. Any items handed over to the Firm/company/agency by the Arunachal Bhawan office shall be accounted for and the Firm/company/agency would be responsible for safe handing over of these to the Arunachal Bhawan at any point of time and whenever the Contract becomes terminable. The items shall be handed over to a responsible officer of the Arunachal Bhawan office.
42. Frequent changes of Drivers should be avoided.
43. The change of drivers should be informed at least 3 days in advance to the concerned officials at the Arunachal Bhawan office.
44. In case of breach of any terms and conditions attached to this contract, the Performance Security Deposit of the agency will be liable to be forfeited by the office of Resident Commissioner, Government of Arunachal Pradesh besides annulment of the contract and any other action as deemed fit.
45. The office of Resident Commissioner, Govt. of Arunachal Pradesh reserves the right to withdraw/relax any of the terms and conditions mentioned above and /or issue any fresh instruction so as to overcome any problem that may arise at a later stage. Also the information submitted by the tenderers can be verified by the office of Resident Commissioner to decide the tender.

F. Payment Clause


1. Payment will be made on monthly basis starting from the succeeding month of this Contract becoming into force upon submission of the bill in duplicate.
2. Payment of the bill will be based on standardized invoices. The Deputy Resident Commissioner & Finance and Account Officer as authorised by the Resident Commissioner may verify the authenticity of the bills and for this purpose they may request to provide additional information from the service provider or any other person/office.
3. The firm/company /entrepreneur shall be solely responsible for making all statutory subscriptions/ payments/contribution related to labour employment including EPF/ESI payments. For this purpose one under taking shall have to be submitted every time with the bill stating that all the persons engaged have been paid their dues EPF/ESI as per rules.
4. No advance payment will be made.
5. TDS/service tax is recoverable as per rules in force from each claim.

G. Penalty Clause:

1. A penalty of Rs. 5,000/- (Rupees Five Thousand only) for each instance of deficiency in service may imposed upon the Firm/company/entrepreneur by the Dy. Resident Commissioner and Finance &


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Account Officer after recording reasons. However, this will not be any binding for taking any other legal action against firm/company/entrepreneur.

2. The appeal against the order of the Dy. Resident Commissioner and Finance & Account Officer shall lie with the Resident Commissioner, Govt. of Arunachal Pradesh.

H. Termination clause


1. In case of persistent default or unsatisfactory service or breach or infringement of any of the Terms and Conditions of this Agreement, the Resident Commissioner reserves the right to terminate the Contract and the Security Deposit may be forfeited in such case. Also any other action may be taken as deemed fit for these violations.
2. The contract may also be terminated by either party by giving one month's notice.
3. The Security Deposit submitted by the successful Firm /company/entrepreneur will remain deposited as security deposit during the period of contract, and any charge on the Firm/company/entrepreneur may be adjusted against the Security Deposit.

I. Arbitration clause

1. Any claims, dispute and or differences (including a dispute regarding the existence, validity or termination of this contract) arising out of, or relating to this contract including terms shall be resolved through joint discussion of the authorized representatives of the concerned parties. However if the disputes are not resolved by the discussion as aforesaid within a period 30 days, then the matter will be referred for adjudication to the arbitration of a sole arbitrator to be appointed by the office of the Resident Commissioner, Arunachal Bhawan in accordance with the provisions of the Arbitration and Conciliation Act 1996 and rules made thereunder including any modifications, amendments and future enactments thereto. The venue for the arbitration will be New Delhi and the decision of the arbitrator shall be final and binding on the parties.
2. Jurisdiction of Court: This contract is governed by the laws of Republic of India and shall be subject to the exclusive jurisdiction of the courts in Delhi.

J. Submission of Proposal

- a. For bidding two cover systems will be followed
 - ✓ A Cover should contain the technical bid with **EMD of Rs. 50,000/- (Fifty Thousand)** in separate envelop marked. "TECHNICAL BID FOR DRIVERS". (In the prescribed format in annexure-I only.)
 - ✓ B Cover should contain the Financial Bid in separate envelop marked "FINANCIAL BID FOR DRIVERS". (In the prescribed format ion annexure – II only).
- b. The bidders are required to quote a lump sum amount per person inclusive of all prevailing taxes and fees including service tax, uniform etc. for providing services of outsourced manpower. Though this rate



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shall not include the service charge by the firm/company/entrepreneur for providing the services to this office, which will be quoted separately.

- c. The bid should be quoted in figures as well as in words separately. There should be no cutting on the rates quoted so.
- d. If there is any increase in the minimum wages after signing the agreement and after first payment then that net incremental amount in minimum wage per person will be enhanced by this office.
- e. The bidders are required to pay an earnest money deposit of **Rs 50,000/- (Rupees Fifty Thousand)** in the form of demand draft in favour of **Resident Commissioner, Govt. of Arunachal Pradesh**, payable at New Delhi along with the tender documents.
- f. Financials bids will not be opened in respect of unqualified Technical bids.
- g. The D.D for EMD must be enclosed in the envelope containing the technical proposal. Any proposal without EMD shall be liable for rejection. The amount of EMD shall not carry any interest.
- h. The EMD paid by the unsuccessful bidders shall be refunded to them without interest, after the award of work is finalized by the office of Resident Commissioner, Govt. of Arunachal Pradesh or after the date of expiry of validity of offer, unless the validity of the offer is extended by mutual consent.
- i. It will be imperative on each bidder to fully inform himself of all local conditions and factors, which may have any effect of the execution of works/services covered under these documents and specifications. Intending Bidders shall visit the site and make themselves thoroughly acquainted with its local site conditions. It is suggested to the bidders to conduct a demographic study to identify the local utility areas (communication and transport condition, effective labour required to be involved and other features) which will help the bidders to consider all such factors during estimation for performing services as indicated in this Bid document.
- j. It must be understood and agreed that all the factors have properly been investigated and considered while submitting the bids. No financial adjustment arising thereof shall be permitted by the office of the Resident commissioner, Govt. of Arunachal Pradesh, which are based on lack of such clear information. Further, no claim for financial adjustment to the contract awarded will be entertained by the office of Resident Commissioner, Government of Arunachal Pradesh.
- k. Bids by Firm/company/ entrepreneur must be signed with the legal name of the Firm/company/agency by the President/Managing Director in the matter. Significant evidence of authority of the person signing on behalf of the Bidder in the form of Power of Attorney or Board Resolution shall be furnished with the Bid.
- l. Proposals submitted by the bidders and containing vague and indefinite expressions such as "subject to availability" etc. Will not be entertained. Full responsibility is to be accepted by the bidder.
- m. Bidders are advised in their own interest to ensure that the proposals reach the specified office well before the closing date and time of Bid (Proposal) Submission. Any bid received after dead line for submission may be rejected or returned unopened.


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- n. The bid shall be kept valid for a period of **one hundred twenty (120) days** from the stipulated last date of submission of bids. The overall offer for the assignment and bidders quoted prices shall remain unchanged during the period of validity. In case the bidder withdraws, modifies or changes his offer during the bid validity period, the earnest Money deposit paid by him shall be forfeited without assigning any reason thereof.
- o. The office of the Resident Commissioner, Govt. of Arunachal Pradesh reserves the right to accept or reject any or all proposals without giving or assigning any reason for its decision. The whole work may be split between two or more Service Providers or accepted in part and not entirely, if considered expedient by the office of Resident Commissioner, Govt. of Arunachal Pradesh.
- p. Tenders are liable to be rejected in case any of the particulars/prescribed information is either missing, found incorrect in any respect and /or if the prescribed conditions are not fulfilled.
- q. Canvassing in connection with the tender is strictly prohibited and proposals submitted by bidders who resort to canvassing will be liable to rejection.
- r. Evaluation of proposals shall be at the sole discretion of the office of Resident commissioner, Govt. of Arunachal Pradesh and no suggestion and /or communication shall be entertained in this regard. The office of Resident Commissioner, Government of Arunachal Pradesh reserves the right to reject or accept and to annul the bidding process and reject all the bids at any time prior to the award of contract, without thereby incurring any liability to the effected bidders or any obligation to inform the affected bidders of the ground for action.
- s. The office of Resident Commissioner, Govt. of Arunachal Pradesh reserves the right to call for additional information/clarifications from the bidders/ or to verify the information given by the tenderer.
- t. The cost of preparing the bids, presentation contract including site visits etc. will be borne by the bidders themselves and in no case will be reimbursable by the office of Resident Commissioner, Govt. of Arunachal Pradesh.
- u. The quoted rate which are less than prevalent minimum wages (as skilled labour) prescribed by the Govt. of Delhi are liable to be rejected.

1. Service Agreement

After the finalization the successful firm/company/agency would be invited to execute the Service Agreement with the Resident Commissioner, Arunachal Bhawan. This agreement will have, apart from other, the specific conditions also.

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TENDER FORM (A)

ANNEXURE - I

TECHNICAL BID FOR PROVIDING DRIVERS

1. Name of the applicant Firm/company / agency:

2. Organizational Status:

Name	Corporate ID number in Certificate of Incorporation	Registered Office and branch Office Location address	Name of CEO / MD	Contact email, fax, tel., mobile Nos.	Goods & Service Tax (GST) Registration number	Pan Number	Tan Number

Supporting Documents

3. Number of years of experience in providing services of outsourced manpower for minimum of 3 years in guest house/offices of State/ Central Government/PSU/reputed private sector. **(please mention only those experience which firm/company/agency deems relevant for their technical bid qualification as per tender qualifying criteria.)**

- Afrom.....to.....
 Bfrom.....to.....
 Cfrom.....to.....

4. Annual turnover in the previous 3 financial years with proof of commensurate TDS deductions thereon. (minimum Rs. 25.00 Lakhs per years)

Name of the Firm / Company/agency	Annual Turnover		
	2014-15	2015-16	2016-17

5. EPF registration number

6. Copy of EPF returns filed in last three years with number of employees. (Minimum 25 employees per year)

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7. ESIC number

8. Please also attach the following supportive documents—

- a. Audited financial statements of the previous 3 years along with copies of Income Tax returns.
- b. The party shall submit declaration stating all the followings conditions...
 1. They have not been convicted by a court of law.
 2. No criminal case is pending against them.
 3. They have not been black listed by any government Department /PSU/agency.
 4. No work order was cancelled prematurely because of quality of services rendered by him to the employer or any other default on behalf of service provider in last three years.
- c. Refundable security fee of Rs. 50,000(Fifty Thousand) as draft no..... name of bank..... in the name of the **Resident Commissioner, Govt. of Arunachal Pradesh**, Arunachal Bhawan, payable at Delhi is being accompanied with the proposal.

Date:

1. Signature
2. Name
3. Designation in the company
4. Address
-

Seal

(The filling of the form above and signature on the above mentioned place is mandatory. The bids with unfiled form/without signature are liable to be rejected.)

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[Signature]
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TENDER FORM (B)

ANNEXURE - II

FINANCIAL BID FOR PROVIDING DRIVERS

I offer to provide drivers (as skilled labour) to, Arunachal Bhawan, Kautilya Marg, Chanakyapuri, New Delhi – 110021 as per the terms and condition laid down in this tender document. The proposed rate per driver (as skilled labour) will be:-

Sl. No	Particular (per driver)	Amount	Amount in Words
1	Proposed Minimum Wage		
2	ESI		
3	PF		
4	Goods & Service Tax (GST)		
5	Service/Admin. Charges, if any		
6	Total		

Note:

- ✓ As per our requirement, the drivers will come under skilled category of labour.
- ✓ I further understand that the Resident Commissioner, Arunachal Bhawan has the right to accept or reject my offer without assigning any reason thereof and I shall abide by that decision.

Date :

1. Signature
2. Name
3. Designation in the company
4. Address
-

Seal

(the signature on the above mentioned place is mandatory. The bids without signature are liable to be rejected)

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[Signature]
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[Signature]
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