

Bid Document

Bid Details	
Bid End Date/Time	25-11-2019 16:00:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	70 (Days)
Ministry/State Name	Ministry Of Labour And Employment
Department Name	Na
Organisation Name	Employees Provident Fund Organisation (epfo)
Office Name	Head Office
Item Category	Human Resource Outsourcing Service
Contract Period	12 Month(s)
Average Turnover (Last 3 Years)	45.3668525856 Lakh (s)
Project Experience Required	Yes
MSE Exemption For Years Of Experience And Turnover	No
Startup Exemption For Years Of Experience And Turnover	No
Document required from seller	Certificate (Requested in ATC)
Bid to RA enabled	No

Human Resource Outsourcing Service (62)

Technical Specifications

Specification	Values
Category of Service	Multi-tasking Staff
Experience (in Years)	0-3
Number Of Working Days in Week	6
Qualifications	Secondary

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporti	Address	Number of	Additional Requirement
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	ng Officer		Resources of above mentioned technical specification	
1	MANISH KUMAR NAIYYER	110066,BHAVISHYA NIDHI BHAWAN, HUDCO VISHALA BUILDING 14 BHIKAJI CAMA PLACE RK PURAM	62	• Minimum Wage Per Day (Including ESI,PF,ELDI, PF Admin Charge,other components) in INR Exclusive of GST : 662 • Number of Service Days in a Month : 26

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	1.00
EMD Amount	151223

ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	5.00
Duration of ePBG required (Months).	18

Note:

1. 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.

2. EMD & Performance security should be in favour of Beneficiary, wherever it is applicable. Beneficiary:

Assistant P.F. Commissioner

**Head Office, NA, Employees Provident Fund Organisation (EPFO), Ministry of Labour and Employment
(Manish Kumar Naiyyeer)**

Splitting

Bid splitting not applied.

Buyer Specific Additional Terms and Conditions

1. OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
2. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
3. Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
4. PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in 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.

---Thank You---