

### Bid Document

Bid Details	
Bid End Date/Time	26-04-2021 16:00:00
Bid Opening Date/Time	26-04-2021 16:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Finance
Department Name	Department Of Revenue
Organisation Name	Central Board Of Excise And Customs (cbec)
Office Name	Office Of The Commissioner Of Central Tax, Guntur Cgst Commissionerate
Item Category	Manpower Outsourcing Services - Minimum wage - Unskilled; Admin; Multi-tasking Staff
Contract Period	1 Year(s)
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
SHG Exemption for Years of Experience and Turnover	No
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Evaluation Method	Total value wise evaluation

#### EMD Detail

Required	No
----------	----

#### ePBG Detail

Required	No
----------	----

#### Splitting

Bid splitting not applied.

#### Additional Qualification/Data Required

Scope of work & Job description: [1618566878.pdf](#)

## Manpower Outsourcing Services - Minimum Wage - Unskilled; Admin; Multi-tasking Staff ( 12 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Skill Category	Unskilled
Type of Function	Admin
List of Profiles	Multi-tasking Staff
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	0 to 3 Years
<b>Addon(s)</b>	

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of Resources to be hired of above mentioned technical specification	Additional Requirement
1	K Mahipal Chandra	522006,Office of the Deputy Commissioner of Central Tax, Guntur CGST Divisional Office, Opposite IOC Petrol Bunk, Pattabhipuram Main Road, Guntur, Andhra Pradesh-522006.	1	<ul style="list-style-type: none"> <li>• Bonus (INR) : 44.4822</li> <li>• ELDI INR) : 0</li> <li>• EPF Admin Charge (INR) : 0</li> <li>• ESI (INR) : 17.355</li> <li>• Minimum daily wage (INR) exclusive of GST : 534</li> <li>• Optional Allowances 1 (INR) : 0</li> <li>• Optional Allowances 2 (INR) : 0</li> <li>• Optional Allowances 3 (INR) : 0</li> <li>• Provident Fund (INR) : 69.42</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>
2	Dinesh T	524003,Office of the Assistant Commissioner of Central Tax, Nellore CGST Division,	2	<ul style="list-style-type: none"> <li>• Bonus (INR) : 44.4822</li> <li>• ELDI INR) : 0</li> </ul>

		D.No.24-7-48,K.P.R.Vibrentt, Annamayya Circle,M.S.R.Layout, Mini BY-PASS Road, Nellore-524003.		<ul style="list-style-type: none"> <li>• EPF Admin Charge (INR) : 0</li> <li>• ESI (INR) : 17.355</li> <li>• Minimum daily wage (INR) exclusive of GST : 534</li> <li>• Optional Allowances 1 (INR) : 0</li> <li>• Optional Allowances 2 (INR) : 0</li> <li>• Optional Allowances 3 (INR) : 0</li> <li>• Provident Fund (INR) : 69.42</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>
3	Mala Sahas Surya	520007,Office of the Assistant Commissioner of Central Tax, Vijayawada CGST Division, D.No.55-17-3,C-14, III rd floor, Stalin Corporate, Road No.2 Industrial Estate, Auto Nagar, Vijayawada-520007	4	<ul style="list-style-type: none"> <li>• Bonus (INR) : 44.4822</li> <li>• ELDI (INR) : 0</li> <li>• EPF Admin Charge (INR) : 0</li> <li>• ESI (INR) : 17.355</li> <li>• Minimum daily wage (INR) exclusive of GST : 534</li> <li>• Optional Allowances 1 (INR) : 0</li> <li>• Optional Allowances 2 (INR) : 0</li> <li>• Optional Allowances 3 (INR) : 0</li> <li>• Provident Fund (INR) : 69.42</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>
4	Tunuguntla Rama Krishna	522006,Office of the Commissioner of Central Tax, Guntur CGST Commissionerate Hqrs.office, C.R.Buildings,Kannavarithota, Guntur.	5	<ul style="list-style-type: none"> <li>• Bonus (INR) : 44.4822</li> <li>• ELDI (INR) : 0</li> <li>• EPF Admin Charge (INR) : 0</li> <li>• ESI (INR) : 17.355</li> <li>• Minimum daily wage (INR) exclusive of GST : 534</li> <li>• Optional Allowances 1 (INR) : 0</li> <li>• Optional Allowances 2 (INR) : 0</li> <li>• Optional Allowances 3 (INR) : 0</li> <li>• Provident Fund (INR) : 69.42</li> <li>• Number of working days in a month : 26</li> <li>• Tenure/ Duration of Employment (in months) : 12</li> </ul>

### Buyer Added Bid Specific Additional Terms and Conditions

1.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.

2. Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
3. **Scope of Service (Bid price to include all cost components)** : Scope of Work and Service along with obligations mentioned in the Service Level Agreement of the Service

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. 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 specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. 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.

This Bid is governed by the [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 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.

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.

**---Thank You---**