



संघ प्रदेश दादरा नगर हवेली एवं दमण एवं दीव प्रशासन
U. T. Administration of Dadra Nagar Haveli and Daman & Diu,
चिकित्सा अधिक्षक का कार्यलय / O/o. The Medical Superintendent,
सरकारी अस्पताल, मरवड, दमण / Government Hospital, Marwad, Daman.
PH.NO.0260-2254266
EMAIL ID: ghddmn@gmail.com

No. GHD/DNH&DD/RKS/Outsourcing/13-DEO/2023-24/1692

Dated: 03.10.2023

E-TENDER (ON LINE) NOTICE

The Member Secretary, Rogi Kalyan Samiti, Government Hospital, Daman on behalf of president of India, invites tenders for **Outsourcing of 13 Nos. Data Entry Operators under Rogi Kalyan Samiti, Government Hospital, Marwad, Daman.** Online on [Http.www.nprocure.com](http://www.nprocure.com) from the manufacturer/Authorized Dealers/suppliers having valid Licence. The tender notice also available on www.ddd.gov.in

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(Dr. Shailesh Arlekar)
Member Secretary (GB),
Rogi Kalyan Samiti,
Government Hospital, Daman



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No. GHD/DNH&DD/RKS/Outsourcing/13-DEO/2023-24/1692

Dated: 03.10.2023

e-Tender (Online) Invitation Notice

Tender for Outsourcing of 13 Nos. Data Entry Operators under Rogi Kalyan Samiti, Government Hospital, Marwad, Daman.

In the name of President of India, the Government Hospital, Daman. Invites on line tender on ddtenders.gov.in from the Authorized Agencies for Outsourcing of 13 Nos. DEO's.

Sr. No.	Particulars	Estimated Cost	EMD (Earnest Money Deposit)	Tender Fees (Non-Refundable)	e-Tender ID No.
1	Outsourcing of 13 Nos. DEO's at Govt Hospital, Daman	Rs.38,05,863/-	Rs.1,14,176/-	Rs.2000/-	

Bid document downloading Start Date : 03.10.2023
Bid document downloading End Date : 25 .10.2023, 12:00 Hrs.
Last Date & Time for receipt of Bid : 25.10.2023, 14.00 Hrs.
Preliminary Stage Bid Opening Date : 25.10.2023, 15.00 Hrs.
Technical Stage Bid Opening Date : 25.10.2023, 15.30 Hrs.

Bidders have to submit price bid in Electronic format only on ddtenders.gov.in website till the last date and time for submission. Price Bid in Physical format shall not be accepted in any case.

Only tender fees and EMD should be submitted in original to be sent to the above mentioned address by R.P.A.D./Speed Post. However, Tender Inviting Authority shall not be responsible for any postal delay. Tender received in hard copy will not be accepted.

1. The EMD will be accepted in form of FDR or Bank Guarantee from any Nationalized banks in an acceptable form payable at Daman in favor of **Rogi Kalyan Samiti, Government Hospital, Daman.**
2. The EMD and tender fees should not be forwarded by cash.

The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reasons thereof.

The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reasons thereof. Bidders shall have to post their queries on E-Mail address: ghddmn@gmail.com .

In case bidder needs any clarification or if training required for participating in online tender, they can contact the following office.

For any technical related queries please call at 24 x 7 Help Desk Number 0260-2254266,7574829801. International Bidders are requested to prefix 91 as country code.

Note- Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the Contact details. For any issues/ clarifications relating to the tender(s) published kindly contact the respective Tender Inviting Authority.

Tel : 0260-2254266,7574829801

E-Mail : ghddmn@gmail.com

-Sd-

Member Secretary, RKS/GHD
Medical Superintendent,
Government Hospital, Daman,
“Tel.No.0260-2254266”
email ID : ghddmn@gmail.com

Copy to :-

1. The Director, Medical & Health Services, DNH & DD.
2. Field Publicity Officer, Daman for wide publicity in Newspaper.
3. NIC, Daman for upload in govt. website for wide publicity
4. Procurement & Tender Division, DMHS, Daman for information.



संघ प्रदेश दादरा नगर हवेली एवं दमण एवं दीव प्रशासन
U. T. Administration of Dadra Nagar Haveli and Daman & Diu,
चिकित्सा अधीक्षक का कार्यालय / O/o. The Medical Superintendent,
सरकारी अस्पताल, मरवड, दमण / Government Hospital, Marwad, Daman.
PH.NO.0260-2254266
EMAIL ID: ghddmn@gmail.com

Terms and Conditions for the **Outsourcing of 13 Nos. DEO's under RKS, Govt. Hospital, Daman.**

❖ **Instructions to Bidders :**

1. All tender documents can be downloaded free from the website <https://ddtenders.gov.in/nicgo.app>.
2. All bids should be submitted online on the website <https://ddtenders.gov.in/nicgo.app>.
3. The user can get a copy of instructions to online participation from the website <https://ddtenders.gov.in/nicgo.app>.
4. The supplier should register on the website through the “New Supplier” link provided at the home page, the registration on the site should not be taken as registration of empanelment or any other form of registration with the tendering authority.
5. For all queries regarding tender specifications and any other clauses included in the tender document should be addressed to personnel in tendering office address provided below:

**The Member Secretary, RKS, GHD/Medical Superintendent,
Govt. Hospital, Daman,
Nr. Devka Beach Road,
U.T. of DNH and Daman& Diu, Nani Daman - 396 210
Tel: 0260-2254266 , 7574829801**

6. All the documents scanned / attached should be legible/readable. A hard copy of the same may be sent which the department will use if required. Uploading the required documents in <https://ddtenders.gov.in/nicgo.app> is essential.

Key dates:

Bid document downloading Start Date	:	03.10.2023
Bid document downloading End Date	:	25 .10.2023, 12:00 Hrs.
Last Date & Time for receipt of Bid	:	25.10.2023, 14.00 Hrs.
Preliminary Stage Bid Opening Date	:	25.10.2023, 15.00 Hrs.
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7. The Tenders shall be submitted in two bid system, wherein the Technical bid and Financial bid is to be filled online on <https://ddtenders.gov.in/nicgo.app> and the EMD and Tender Fee has to be submitted in Tender Box along with a covering letter. The envelope should be super scribing as “**e-tender-sealed cover of bid for Outsourcing of 13 Nos. DEO's**” for **Govt. Hospital, Daman.**

EMD and Tender Fees should be enclosed with Bid only.

Tender Fees (Non Refundable) Rs. 2,000/- :

- a. The Tender Fees should not be forwarded by cash.
- b. The Tender Fees (non Refundable) will be acceptable only in the form of Demand draft / banker cheque in the favor of **the Member Secretary, RKS, GHD/Medical Superintendent, Government Hospital, Daman** from any Nationalized or Scheduled Bank of India payable in Daman.
- c. All tenders must be accompanied by Tender fees as specified in schedule otherwise tender will be rejected.

Earnest Money Deposit (EMD) Rs.1,14,176/- :

- a. The Tenderer should enclose along with tender the Earnest Money Deposit in form of Fix Deposit Receipt or Bank Guarantee from any of the Nationalized Banks in an acceptable form payable at Daman in favour of **The Rogi Kalyan Samiti, Government Hospital, Daman**. The EMD should not be forwarded by Cash and **the EMD should be valid for the period of One Year**. Tender received without Earnest Money Deposit and tender fees will be summarily rejected.
- b. EMD shall be given as Bid Security Declaration in affidavit in favor of The Member Secretary (GB), RKS, GH, Daman for Rs.1,14,176/-. The Bidders shall sign a Bid security declaration that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline specified by the department, they will be suspended for the period of 1 year from being eligible to submit Bids for contracts with the Department of Health and Family Welfare, DNH&DD. All tenders must be accompanied by EMD as specified in schedule otherwise tender will be rejected.
- c. All tenders must be accompanied by EMD as specified in schedule otherwise tender will be rejected.
- d. The manufacturing units who are placed in U.T. of DNH & DD are exempted for Earnest Money Deposit. For getting exemption, tenderers have to furnish valid and certified documents along with the tender, otherwise tender will be rejected.
- e. Any firm desires to consider exemption from payment of Earnest Money Deposit, valid and certified copies of it should be attached to their tenders.
- f. EMD should be valid upto **12 (Twelve Months)** from the date of its issuance.
- g. EMD in any other forms will not be accepted.
- h. EMD/Security Deposit shall be liable to be forfeited in following circumstances:

- i. Tender is rejected due to failure of supply the requisite documents in proper format or giving any misleading statement or submission of false affidavit or fabricated documents.
- ii. In case, the contractor does not execute the supply order placed within stipulated time, the EMD of the contractor will be forfeited Government and the contract for the supply shall terminated with no liabilities on either party to the contract.
- iii. Tenderer fails to replace the goods declared to be not of standard conforming to acceptable standards or found to be decayed/spoilt.
 - i. Only on satisfactory completion of the supply order for and on payment of all contractor, as to be admitted for payment, the amount of Security will be refunded after expiry of guarantee/warranty period, if any, or as may be mutually agreed upon.
 - j. In case, the supplier does not execute the supply order placed with him within stipulated time, the EMD of the supplier will be forfeited to the Government and the contract for the supply shall terminated with no further liabilities on either party to the contract.
 - k. The Earnest Money(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with Earnest Money required by these conditions.

B. Security Deposit: (SD)

1. The successful tenderer will have to pay within 10 days from the date of demand, an amount equal to 3% of the total value of articles, which may be ordered, as the amount of security deposit.
2. Non receipt of Security Deposit within stipulated time will result in automatic cancellation of the order for supply without any intimation.
3. However in case if any articles are received for which the Security Deposit may not have been deposited, the full Security Deposit as may be due from the contractor will be recovered from the bill(s) for such articles.
4. The Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with Security Deposit required by these conditions.
5. In case of failure to replace the accepted and rejected articles from the supplies made, as mentioned in the conditions the loss undergone by the Government will be recovered from the contractor Security Depositor payment due of any bill(s) to the extent required.
6. The tender inviting officer will consider extension of time for remitting the Security Deposit as demanded. However, in case of denial to consider such extension the contractor is bound to abide by the limit given and liable to make good for the loss made to the Government on account of his failure to abide by the time limit.

❖ **Conditions of Contract :**

1. ACCEPTANCE OF TENDER:

A. The tender liable for rejection due to any of the reasons mentioned below:

- a. Non-submission of tender within stipulated time online.
- b. Submission of tender physically in the office but not submitted online on <https://ddtenders.gov.in/nicgo.app>
- c. tender is unsigned or not initiated on each page or with unauthenticated corrections.
- d. Non payment of Earnest Money Deposit (if not exempted).
- e. Non submission of required documents as mentioned in schedule.
- f. Conditional/ vague offers.
- g. Unsatisfactory past performance of the tenderer.
- h. Submission of misleading / contradictory / false statement or information and fabricated / invalid documents.
- i. Tenders not filled up properly.
- j. The documents attached by the bidders online if found not readable will not be consider for bid evaluation.

1. **The contract to outsource 13 Nos. Data Entry Operators under RKS, Govt. Hospital, Daman shall be for a period of three years from the date of entering into the contract.**
2. The bidder should have a License from Labor & Enforcement Officer, Daman & Diu.
3. The tenderer shall have to upload supporting documents like List of work executed in various Govt. Semi Govt. organizations, School, College, University, Municipalities, corporate with proof.
4. The rate should be quoted online in the financial bid in the prescribed form given by the department; **the rate should be valid for the period of one year, extendable by two more years, based on performance and mutual consent from the date of acceptance of tender and it should be inclusive of all taxes.**
5. All/Taxes/GST/Duties/Royalties Charges payable on the sales/transport etc. Within and/or outside the state shall be payable by the Service provider.
6. The tender should be neatly typed or hand written only on letter head carries the name of supplier and the signature of the tenderer. No overwriting, correction be considered.
7. The right to accept or reject without assigning any reasons or all is reserved with the Tender Inviting Officer and his decision(s) on all matters relation to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
8. If the tenderer whose tender is accepted, fails to execute the supply order within stipulated time the Earnest Money Deposit of such tenders will stand forfeited to the Administration with no further liabilities on either party to the contract.
9. Bidder/ its sister concerns / companies where its Promoters / Directors either directly or indirectly are involved, should not have ever been blacklisted in tender / suppliers by any state/ central govt. Bidder should submit affidavit in this regard. The bidder should provide accurate information of litigation or arbitration resulting from contract completed or under execution by him over the last ten years. False affidavit would lead to blacklisting and termination of the contract at any stage. In such cases all the losses that will arise out of this issue will be recovered from the Tenderer / will not have any defence for the same. In case of bidder / principal is involved /penalized under any investigation of CVC or any

State/Central Govt. commission in relation to the similar work project issue; the bid will be out rightly rejected.

10. The contractor at his own risk and cost shall have to grant benefit of leave plus pay emoluments to the employees as per the law in force. In case of any loss to the Department authority due to the breach of any conditions of the labour license/act on the part of the contractors, such losses shall be recovered from the contractors. If required the same can be recovered by the hospital authority from the contractors as a recovery of land revenue.
11. The staff of Medical & Public Health, Daman. Including the superior authority of the Administration shall oversee the operation of works carried out by the contractors and contractors shall be bound to obey all the instructions of the superior authority.
12. In case of breach of any of the conditions of the contract by the contractor or if the work of the contractor is found unsatisfactory by the Department, such contract shall be terminated by the Departmental authority. **The Collector, Daman / Chairman (GB), RKS, GHD** shall be the authority for arbitration and the decision of the Collector, Daman / Chairman (GB), RKS, GHD will be final and binding to all.
13. The below mentioned posts should have the minimum education as mentioned below & the minimum salary to be given to each individual as mentioned below to undertake the work by the successful contractor during the course of agreement.

Government Hospital, Daman			
Sr. No.	Particulars	Education qualification required	Minimum salary to be paid per person per month in hand
1.	DEO's	12 th passed or equivalent from recognized board or university and typing speed 40wpm in English and knowledge in computers	Rs.15,000/-

Note: Minimum salary per month is proposed above is excluding all taxes & Service charges. The tenderers should give a detailed breakup of the minimum salary, taxes and charges with deductions and contributions to be levied by the agency for the posts mentioned.

Breakup Chart
Wages rate per Employee
PF Amount (13%)
Work Compensation Policy
Bonus
PM-JAY
Service Charge (upto 10%)
Billing rate per Month
UT GST
C GST
Gross Amount Per Person

14. In case the successful tenderer stop the work/operation either partly or fully during the agreement period, the Department authority reserves the right to get such works/s/operation executed through any other sources at the risk and cost of the defaulted contractor. The SD of the defaulted contractor shall be forfeited. Any additional payment which has to be paid to execute the work under such circumstance for such circumstances for such works/operation the said amount shall be recovered form the pending bills/deposit/any other works of the default contractors and/or shall be as on arrears of land revenue.
15. If the employee of the bidder is found to execute any offensive work/activities not covered in the contract agreement/conditions, instructions, the proportionate amount of such works shall be recovered as penalty from the running bill payable to the contractor.
16. The employee of the bidder shall have to take all care during the course of works/operation so that the any articles of the Govt. Hospital, Daman cannot be damaged and shall also not create any hindrance to the hospital authorities. The successful bidder shall get approved work schedule from the department so as to avoid any dispute during the course of operation/ services period.
17. The successful tenderer has to start the works/operation as per the tender terms & conditions and specification within 15 days on receipt of the work order.
18. As per Minimum Wage Act the copy of Provident Fund challan paid should be attached with monthly bill submitted to the department.
19. The Firm must have their representative office in the U.T. of Daman and submit the complete address proof of the same.
20. Any dispute of civil or criminal nature shall be within the jurisdiction of the local Court of Daman.
 - a. The contractor shall have to offer unconditional bid/tender in the tender form itself. Any bid/tender with condition/s shall be summarily rejected.
 - b. If any change in the administrative procedure/rules by Department Authority time to time which is suitable to the Department for smooth operation of works shall have be binding to the contractor/s and for that the contractor shall have to give his willingness in writing.
21. In case of any dispute in terms of interpretations of agreement/contractor, the decision of the Collector, Daman / Chairman (GB), RKS, GHD in such cases shall be final and binding to all.
22. The priority shall be given to the person (s)/organization(s) for this work/operation who are having experience of at least two years or more for such type of works.
23. The successful tenderer shall have to take all care to avoid any accident during the course of work/operation for which all required precautions/steps are to be taken upon works site at the cost of the contractor himself. It shall be the duty of the contractor to handle such cases at his/their own cost and pay the damages/compensation payable if the Court or any other competent authorities may decide/order. The Department authority shall not be responsible for such cases/incidents or for payment of any damages/compensation which may occur on such incidents.
24. The contractors shall have to produce all required evidence in respect of individual proprietor, partnership deed in case of partnership/firm and copy of the Memorandum and Article of Association in case of registered company.

25. The works/operation assigned is a part of essential service of General/Public Health, hence the contractor shall not postpone or close/stop such works in any circumstances/on any pretext. If such day to day works is not found satisfactory, then the penalty at the following rate shall be charged from the running bill or as per the condition of the contract.
26. If the contractor fails to execute the works, the tender inviting authority will impose penalty appropriately. The contractor shall have the opportunity to place his grievances if any regarding the penalty imposed within seven days to **the Member Secretary (GB), RKS, GHD/Medical Superintendent, Government Hospital, Daman** Who will hear both the parties and his decision will be final and binding to both the parties.
27. The contractor shall have to undertake all works during all festivals like Holi, Makar Sankranti, Navratri, Ganesh Visharjen, Tajia, Chandani Padwa, Diwali, Christmas even in vacation period also invariably failing which double penalty shall be charged from the contractors for not undertaking the work on such days. However the Contractor will be given an opportunity.
28. The penalty shall not be charged in case the work is closed due to curfew, flood and flood like situation, cyclone, riots and during any natural calamities, but the Contractor shall carry out all the work with extra time and staff if needed, during post – calamity.
29. The timing for the employee of the contractor for all the work/operation/service shall be as follows: **they will have to perform shift duties if needful or they will do general duties.** However, in case of examination, seminar, exhibition, annual day, national festivals, special events, emergency and/or any sort of urgency this period can be extendable with the prior permission of the Department authority.
30. The contractor shall have to obey strictly the provision of Minimum Wage Act Child Labour Act any other relevant Act/Rules. The responsibilities on violation of these acts shall be of the contractors. The Administration shall not be responsible for any litigation in this regard.
31. The rates for the works/tender cost for the work/operation/Management/services offered by the contractors shall include all taxes and the cost of all tools and plants, kits, cleaning materials and its kits, cost of all nature of risk factors, medicine including cost of labors and materials directed by the officer incharge.
32. The contractor shall provide at his own risk and cost all required uniforms, Boots, gumboots hand gloves, raincoat etc to the laborers engaged on management of sweeping work. The contractor shall have to get such uniforms approved in advance from the hospital authority.
33. The concerned agency shall have to obtain the information regarding number of personnel's to be deployed for the below said work from the Medical Superintendent, Government Hospital, Daman however, tentative requirement if staff is mentioned.
34. The agreement for providing personnel's shall be valid for two years at the prevailing rates.
35. The personnel's deployed by the agency found not obeying, dishonest, unhealthy, non co – operative in such cases the instructions of the Medical Superintendent, Government Hospital, Daman immediate replacement or transferred shall be binding to the agency and will do so without any pretext.

36. If any personnel's are found in drinking position or other unsocial activities like gambling etc. they shall have to be relieved from the duties immediately in such matter decision taken by the Medical Superintendent, GH, Daman shall be final and binding to all.
37. The Government employees who were either dismissed or removed from the Government job cannot be appointed by the agency for the above said work.
38. The agency shall have to maintain muster roll, payment sheet, identity cards etc. and same shall have to be produced before the Medical Superintendent, GH, Daman when it is demanded.
39. At the time of changing the shift personnel's shall have to sign the register of handed over, taken over charge with detail entry therein.
40. The Medical Superintendent, GH, Daman shall release bill of the agency every month on successful and satisfaction performance of the duties by the agency as well as by the personnel's deployed by the agency for the above said work.
41. The satisfaction duties performance certificate shall have to be obtained by the agency from the concerned authority/institution, failing which the agency shall not be entitled for the payment of such period. In such case, the Medical Superintendent, GH, Daman shall not be responsible for any pending payment of personnel's provided by the agency for such period.
42. Tenderer are advised to inspect and examine the site/area/premises/campus of hospital for the above said work and satisfy themselves before submitting their tender and obtain all necessary information as to risks, contingencies, accommodation, sanitation facilities which may influence or affect their tender.
43. A tenderer shall deem to have full knowledge of the site/area/campus/buildings of the above said work whether he inspects it or no extra charges consequent on any misunderstand or otherwise shall be allowed.
44. The right to accept or reject the tender without assigning any reason thereof is reserved with the undersigned.
45. No residential facilities shall be provided by the hospital to the agency. The staying/tentage arrangement shall have to be managed by the Agency itself at this own risk and cost for all the personnel's deployed for the purpose for the above said work.
46. The agency shall have to provide the services of healthy personnel's with sound physical condition, in age around of **18 to 45 Years**. Their names, passport size photographs, nationality, address, identity cards, fingerprints, police verification etc. have to be provided to the Medical Superintendent, Government Hospital, Daman for records.
47. GST will be applicable as per present rules time to time.
48. All bills should be in **TRIPLICATE** and should invariably mention the number and date of order.
49. The agency and staff should give full Co-operation of Police in case of inquiry regarding damage caused to the property of the institute.

50. The agency shall be responsible for the payment of salary/wages and deduction of PF and Insurance premium / bonus etc. as per the provision under the minimum wages Act. The department shall not be responsible for any type of payment to the staff.
51. Each bill in which GST is charged must contain the following certificates on the body of the bill: "CERTIFIED" that the service on which GST has been charged have not been exempted under the Central GST Act or the Rules made there under and the amount charged on account of GST on these service is not more than what is payable under the provisions of relevant Act or Rules made there under".

Signature & Rubber Stamp
of the Agency

--sd--
**Member Secretary (GB), RKS/GHD
& Medical Superintendent,**
Government Hospital, Daman,
"Tel.No.0260-2254266"
email ID : ghddmn@gmail.com

The above terms, conditions and specification are accepted by me.

ANNEXURE - I

Sr. No.	Particulars	Uploaded and Enclosed (Yes/No)
The bidders have to attach the following documents		
1)	License from Labor & Enforcement Officer, Daman & Diu	Yes/No
2)	The bidder must have their representative office in the Daman and submit the complete address proof of the same	Yes/No
3)	The tenderer shall have to upload supporting documents like List of work executed in various Govt. Semi Govt. organizations, School, Hospitals, College, University, Municipalities with proof.	Yes/No
4)	PAN Card No.	Yes/No
5)	GST Registration No.	Yes/No
6)	PF number allotted by the government.	Yes/No
7)	Copy of Police Clearance Certificate	Yes/No
8)	Service tax payment statements.	Yes/No
9)	Terms and Condition documents duly stamped and signed on each pages.	Yes/No
10)	Affidavit on stamp paper with declaration that non-convicted anywhere in India and not blacklisted anywhere in India	Yes/No
11)	Partnership deed/Memorandum / Registration of firm etc.	Yes/No
12)	ANNEXURE- I, II & III duly stamped and signed on each pages.	Yes/No

Signature & Rubber Stamp of the Agency

--sd--

**Member Secretary, RKS/GHD
& Medical Superintendent,
Government Hospital, Daman,
"Tel.No.0260-2254266"
email ID : ghddmn@gmail.com**

ANNEXURE – II

Sr. No.	Particulars	Education qualification required	Minimum salary to be paid per person per month in hand	No. of DEO's
1.	DEO's	12 th passed or equivalent from recognized board or university and typing speed 40wpm in English and knowledge in computers	Rs.15,000/-	13

Note: Minimum salary per month proposed above is excluding all taxes & Service Charges and PM-JAY. The tenderers should give a detailed breakup of the minimum salary, taxes and charges with deductions and contributions to be levied by the agency for the posts mentioned as per the breakup chart given.

Breakup Chart
Wages rate per Employee
PF Amount
Work Compensation Policy
Bonus
PM-JAY
TOTAL
Service Charge
Billing rate per Month
UTGST
CGST
Gross Amount Per Person

Signature & Rubber Stamp of the Agency

--sd---

**Member Secretary, RKS/GHD
& Medical Superintendent,
Government Hospital, Daman,
“Tel.No.0260-2254266”
email ID : ghddmn@gmail.com**

ANNEXURE - III

Schedule of Requirement of 13 DEO's under RKS at Govt. Hospital, Daman

Sr. No.	Name of the Post	No. of Staff Reqd.
1.	Data Entry Operators (DEO's)	13

Note :- 1) Rate quoted should be in Gross (i.e. Inclusive of all Taxes).

Signature & Rubber Stamp
of the Agency

--sd--
Member Secretary, RKS/GHD
Medical Superintendent,
Government Hospital, Daman,
"Tel.No.0260-2254266"
email ID : ghddmn@gmail.com

Break-up-Chart : Kindly fill the breakup chart and upload the same online in the financial bid.

Break-up Chart

Breakup Chart	DEO
Wages rate per Employee	
PF Amount	
Work Compensation Policy	
Bonus	
PM-JAY	
TOTAL	
Service Charge	
Billing rate per Month	
UTGST	
CGST	
Gross Amount Per Person	

Signature & Rubber Stamp
of the Agency

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**Member Secretary, RKS/GHD
& Medical Superintendent,**
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