KENDRIYA VIDYALAYA BHURKUNDA

GEM BID NOTICE

E-Tenders are invited from eligible Manpower Supplying agencies having experience of handling the Security Services, Conservancy Services services in reputed organizations preferably in Government or Public Sector or Autonomous for at least three years and providing Certificate of Satisfactory Performance from such clients.

The interested bidders should upload duly filled and signed Bid form and their bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical bids on the GEM portal within the stipulated date of BID.

Bid Documents are also available for viewing on the website of Kendriya Vidyalaya Bhurkunda i.e. **https://bhurkunda.kvs.ac.in**

प्राचार्य/Principal
के० वि० भुरकुण्डा
K. V. Bhurkunda
जिला-रामगढ़-८२९१०३

E- TENDER DOCUMENT

Sub: "Inviting Bid for engaging Service Provider Firm for providing Outsourcing Manpower Services for Security Guard, Sweeper

Sir/Madam,

The KENDRIYA VIDYALAYA, BHURKUNDA is a Constituent Unit of Kendriya Vidyalaya Sangathan, New Delhi, a centrally funded Autonomous Body and a Society registered under Societies' Registration Act, 1860. The

Kendriya Vidyalaya BHURKUNDA r implements the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees, among others.

Bids are invited thorugh GEM Portal by the KENDRIYA VIDYALAYA, BHURKUNDA from the reputed/registered Consultant/Service Provider Firm for providing Manpower through service contract initially for a period of **01 (ONE)** year w.e.f. **01-01-2027** which may be extended by another one year following KVS norms as indicated below:-

SCOPE OF WORK AND GENERAL INSTRUCTIONS FOR BIDDERS

A. Scope of work: The following manpower is required on monthly basis which may increase/decrease as per need of KENDRIYA VIDYALAYA, BHURKUNDA, Jharkhand, 829103.

Sl. No.	Category of Manpower	Minimum qualifications or/and experience	Number of personnel required in the shifts	As per the following shifts	Responsibility
1	Security Guards (26 days per month) & 01 Reliever (04 days per month)	Middle Standard	01 (one)	Shift I –from 6.00AM to 2.00 PM	To provide security duty 24 hours in the Vidyalaya premises, safety & security of Vidyalaya property inside & outside the school building wherever he is deputed.
			01 (one)	Shift II –from 2.00PM to 10.00PM	
			01 (one)	Shift III –from 10.00PM to 6.00AM	
2	Workers for cleanliness 01 ladies and 01 Gents	Unskilled/Primary Standard	02	7.00 AM to 03.00 PM (Sunday Off)	Sweeping/Cleaning the entire area of the school building, Library and its surrounding, toilets and such other related work in the Vidyalaya wherever required.

A. Responsibilities: Scope of work SECURITY GUARD

DUTIES AND RESPONSIBILITIES OF SECURITY STAFF

1. The Agency shall be responsible for overall security measures and arrangements to safeguard the movable and immovable property and prevention of theft within the premises.

2. Controlling the crowds.

3. Protection of persons and property.

4. Evacuation of occupants in case of the fire or natural calamities.

प्राचार्य/Principal

5. Prevention of unauthorized entry of personnel including all types of outside vendors in the entire campus.

6. The vehicles that enter into the premises must be identified, noted in the Register and parked at designated places.

7. Fire fighting.

8. The Agency shall provide proper uniform, whistle, and baton for the day shift workers and five cell Torch Light and 5 ft. long stick and others items needed for smooth conduct of duties for staff on night duty.

9. The Agency shall be fully responsible for the performance and fitness on the duty of their personnel (Guards). For this, the Agency will have to keep close liaison with Kendriya Vidyalaya authorities, and Officer-in-charge.

10. The Agency shall have to maintain a round-the-clock Control Room with Telephone No., Mobile No., names of persons managing the Control room in their office for any urgent communication regarding any extra-ordinary situation.
11. The Agency shall conduct surprise visit to Vidyalaya campus and shall submit written report to the Principal, KENDRIYA VIDYALAYA, BHURKUNDA periodically at least twice a month.

12. The agency shall provide their own communication system to their staff for the coordination with Officers/officials of the Vidyalaya.

13. The Agency shall undertake any other work of similar nature assigned to them by the Principal from time to time.

14. The security personnel shall watch that there are no unidentified /unclaimed /suspicious objects /persons in the buildings/premises.

15. The security personnel shall also ensure that all the electrical equipments/instruments/ lights/computers and fans must be switched off at the time of closure of the office or part of the office.

16. The security guards must be deployed in such a way that no part of the building /premises remains unnoticed /unattended.

17. The security personnel should not leave the point unless and until the reliever comes for shift duties.

18. The security supervisor will maintain all the registers, which are kept at the main gate and other points.

19. To check people on entry/exit pointwith valid identity cards system, issue of passes, etc., and maintain visitor's record.
20. Thorough checking of incoming and outgoing material against proper Gate pass duly signed by the authorized signatory.

21. To ensure that no hawkers, marketing persons or vendors are allowed into the campus without permission.

22. The security guards must take round of the buildings at fixed intervals.

23. Collecting intelligence about anti-social and other subversive elements in the crowd, and also be alert in tackling the mischief – mongers trying to gain entry in the campus.
24. The security personnel must have the telephone numbers of the nearest Police Station, Fire Station, Ambulance, etc. for the sake of emergency if any.

प्राचार्य/Principal

25. The Agency shall have to provide the Mobile Phone Nos. of all the security guards for records.

B. Responsibilities: Scope of work (Conservancy)

a 1. Sweeping of entire area of the Institute and surrounding of Building including residential complex and collection of all waste material and disposal of the same as per the instructions of the Principal.

2. Cleaning of the floor area with floor duster and mopping with detergent/ disinfectant etc. once in the morning before opening the Institute and thereafter every 02 hours especially in the areas like corridors, stairs and reception etc. Spray of phenyl etc. in the rooms for keeping the rooms free from mosquitoes flies etc.

3. Cleaning and washing of toilets and urinals using deodorant, detergent & disinfectants Three Times a day or as may be specified by the teacher in-charge or Principal.

4. Cleaning of Carpets, durries etc. using vacuum cleaner.

5.In case of shortage of water or non-availability of water, bringing water from outside for cleaning.

6. Sweeping and cleaning of open areas, roads, passage, lawn etc. within the boundary of the institute & residential are and the area adjacent to main gate.

7.Regular dusting /cleaning of furniture (table & Chair) and equipment, telephones, books cases, filing cabinets, almirahs and doors and windows of rooms and other spaces of the Institute before opening of the Institute.

8. The choking of sanitary installation e.g. Traps Bottle, traps, gully traps etc. is to be cleared within 24 hours of noticing the complaint.

9. All complaints of leakage in the G.I. pipes etc. also to be attended within 24 hours.

b. **ITEMS OF WORK TO BE DONE GENERALLY ONCE IN A WEEK.**

1. Washing and scrubbing of floor areas with detergents and dirt removing agent of the entire Vidyalaya plant.

2. Acid cleaning of sanitary installation and tiles without damaging their shine.

3. Removing stains from floor, doors and partitions by using surf or any suitable detergent as are found necessary without leaving any undesirable post cleaning marks.

4. Cleaning of filled surfaces in the corridors and staircases.

5. Cleaning of water storage tanks and water coolers, if any.

6. Polishing of brass name plates and number plates and cleaning of all other name plates/ Boards.

7. Dusting and cleaning of fans, Electrical Fittings, Window Panes with Glass cleaning chemical/agents and cleaning of partition paneling, washing and pressing (Ironing) on curtains & Table cloths.

8. Removal of cobwebs in the rooms and other spaces of the Institute.

9. Any other work assigned by the Authority. .

C. REQUIREMENTS FROM THE STAFF OF THE AGENCY THEIR DUTIES, BEHAVIOUR ETC.

1. The contractor shall comply with all the laws and regulation applicable in the matter of such workers as are engaged by it.

2. The Contractor's Staff shall not disturb the employees of the Institution or make any sort of noise in the Institute premises.

3. The contractor's worker shall be polite, courteous, well behaved and honest.

4. The contractor shall be fully responsible and liable for any theft, burglary, fire or any other mischievous deed done by its workers.

Principal

5. The antecedents of all the workers will be got verified from police by the agency before deployment for work. The Police Verification Certificate of each individual to be engaged by the contractor along with their Profiles & photos should be submitted by the contractor. As far as possible the contractor shall not change the persons engaged without prior information and permission from the Principal. If under un-avoidable circumstances, any replacement is to be made, the contractor shall provide his Police Verification Certificate, Profile & Photo to the Principal at the time of introducing the new person/replacement.

6. The contractor's workers shall not enter into any unlawful activity within the KENDRIYA VIDYALAYA BHURKUNDA premises and shall have a good moral character.

7. The KENDRIYA VIDYALAYA, BHURKUNDA shall have the right to impose cash penalty on the contractor or deduct such amount from its security deposit in case the KENDRIYA VIDYALAYA, BHURKUNDA is put to any financial loss directly or indirectly by any act of omission or commission on the part of the contractor's workers.

8. The contractor shall be directly responsible for the payment of wages, which should not be less than the minimum wages, prescribed by the Central Government for the state and will include such other benefits as may be available to its employees under the relevant acts and Regulations applicable in the state. The KENDRIYA VIDYALAYA, BHURKUNDA shall not entertain any such claim of the person employed by the contractor and shall not be liable for it. The payment of wages will have to be made through e-payment (NEFT/RTGS) on 5th of every month.

9. Insurance and accident risks of the workers will be the responsibility of the Contractor.

10. The contractor shall in no case transfer the services required to be performed under this agreement to any other contractor or person without prior permission from the KENDRIYA VIDYALAYA, BHURKUNDA in writing.

11. The contractor shall employ required number of workers to ensure that the work is done in time to the satisfaction of the Institute. Required number of workers will be employed for discharging the responsibility with supervisors to supervise the work.

12. The KENDRIYA VIDYALAYA, BHURKUNDA reserves the right to order any worker of the contractor to leave the premises of the KENDRIYA VIDYALAYA, BHURKUNDA if his/ her presence at any time is felt undesirable.

13. The contractor shall submit the proof of deposit of EPF, ESI & Service Tax etc. to the concerned authorities.

14. KENDRIYA VIDYALAYA, BHURKUNDA being a "No Tobacco Zone", the contractor shall ensure that employees engaged by the firm don't take tobacco or alcohol in any form in the office premises.

Quoted Price: -

a. The Bidder shall quote unit rate which shall comprise of monthly remuneration, EPF, ESI & other statutory costs and Service Charges in the format of quotation only attached {Annexure-E).
b. The GST and any other such tax liable to be paid by the client shall be quoted by the bidder separately.
c. The rate quoted shall be fixed for the duration of the contract and shall not be subject to adjustment except the statutory provisions, if amended. In case of change in rate due to statutory provisions, only such change will be accepted and not any additional liability i.e. %age of profit/service charge/s etc. As such, the bidder while submitting the bid should specifically, quote the rate etc. in this regard.
d. **Submission of EMD is exempted for all including MSME/SSI/Udhyog Aadhar Registered firms if documentary proof has been uploaded**.
e. The selected firm must furnish **Performance Security(EPBG)** in the form of Insurance security may be furnished in the form of Insurance Surety Bonds, Account Payee Demand Draft, fixed Deposit Receipt from a commercial bank, Bank Guarantee (including e-Bank Guarantee) for an amount **of 5 % of tender value for 12 months (lumpsum)** valid for 60 days beyond the date of completion of all contractual obligations from the date of award of the contract. The Performance security shall be submitted within 21 days from the date of Notification of Award. The earnest money shall be returned only after the Performance security is submitted by the Contracting Agency. Each Bidder must submit only one Bid.

f. **Telex or Facsimile** Bids are not acceptable.

D. **Validity of Bid:** The Bid shall remain valid for a period not less than 90 days after the deadline fixed for submission of Bids.

E. Terms and Conditions:

a. The remuneration to the engaged staff shall be disbursed by the agency into bank accounts of the engaged staff directly through cheque/RTGS/NEFT, after obtaining authorization from engaged staff.

b. The Contracting Agency will ensure payment by the 5 (fifth) of every succeeding month to their employees provided to the **KENDRIYA VIDYALAYA, BHURKUNDA** office/premises as per the monthly remuneration quoted without any deduction.

c. The Contracting Agency will submit the invoice/bill along with proof of disbursement in triplicate after making the payment to the employees provided to the **KENDRIYA VIDYALAYA, BHURKUNDA** office/premises supported with the following documents: -

   i. Details of disbursement made to the staff furnishing cheque RTGS /NEFT details for each payment.

   ii. Copy of Electronic Challan Receipt (ECR) with TRRN receipt as Proof of payment of statutory obligation such as EPF, ESI, Service Tax and any other applicable tax.

   iii. Payment to the Contracting agency will be released within 15 days from the date of the receipt of the invoice/bill on fulfilment of required documentation.

d. The Contracting Agency will provide Identity Cards with mention of EPF/ UAN and ESI numbers, to all his employees deputed as per the format suggested by the Indenting Office valid for the period of contract.

e. The Contracting Agency shall comply with all statutory obligations. Minor variations as per actual calculation will be borne by the Inventor/Client.

f. It is mandatory for the Contracting Agency to submit the attested copy of license obtained from the Home Department, Govt. of **Jharkhand** under **PSARA Act** for running the business of private security agencies operating in the state of Jharkhand, failing which the bid will be treated as disqualified/non-responsive.

g. The normal office hours of **8 hrs**. is from 7 **am to 3 pm** Six days from Monday to Saturday. However, the Contracting Agency will provide the security services round the clock all the days in a month according to the duty timing shown at pre-pages/above. **KENDRIYA VIDYALAYA BHURKUNDA** also reserves the right to request for the services of additional/extra manpower. The Contracting agency will be compensated, for the extra manpower provided, by the Indenting Agency as per the rate quoted.

In case of absence on any working day, the monthly remuneration will be regulated as per the following formula:

$$\textit{Total Monthly Remuneration} = \textit{Monthly remuneration} - A_1$$

Where $A_1 = \dfrac{\textit{Monthly remuneration} \times \textit{No. of days of absence}}{\textit{No. of days in the month}}$

h. The Candidates/Manpower provided by the Contracting Agency shall be accepted only after scrutiny by **KENDRIYA VIDYALAYA, BHURKUNDA**. Therefore, minimum three-four biodata shall be made available against each slot in each category. The candidate may be invited for personal discussion also. No Conveyance or any other charges will be paid by **KENDRIYA VIDYALAYA, BHURKUNDA**. In case, none is found suitable then additional biodata shall be made available by the Contracting Agency, promptly i.e. within 24 hours. The replacement of a Candidate on account of absence /unsuitability for KENDRIYA VIDYALAYA shall be made within 24 hours.

i. The contracting Agency will be required to sign a contract with the **KENDRIYA VIDYALAYA, BHURKUNDA** as per the Model Contract is available & can be seen at **KENDRIYA VIDYALAYA, BHURKUNDA**. The other terms and conditions specified in the Bid document and accepted bid will also form the part of the Model Agreement.

j. In case of Theft or Any Loss/ Sabotage caused by or attributable to the personnel deployed, the **KENDRIYA VIDYALAYA, BHURKUNDA** reserves the right to claim and recover damages from contracting agency.

k. The antecedents-of all the workers will be got verified from the police by the Contracting Agency and submitted to **KENDRIYA VIDYALAYA, BHURKUNDA** before deployment for work.

l. The Contracting Agency will deploy the trained and sufficient SC/ST workers who are below the age of 50 years as well as physically fit and mentally alert. The Contracting Agency will also ensure that the workers/staff deployed are free from any infectious disease before deployment for work

m. The contracting agency will get allotted with activated UAN (Universal Account Number) for all members/Staff duly linked with their mobile numbers to received SMS by them about EPF credits every month. Also ensure to get them e-passbooks from EPFO website.

B Krishan
Principal

n. The KENDRIYA VIDYALAYA shall provide a small room/space for the workers deployed by the Contracting Agency. No name plate of agency shall be allowed on the room and nobody will be allowed to stay in the office except the staff of Contracting Agency on duty.

o. The Contracting Agency shall provide to their manpower with impressive summer uniform as well as winter uniform with insignia.

p. Geographical Location should be available in the cities mentioned in the Gem Tender & Documentary evidence should be produced (Shop Registration with Municipilities of Concer Ctiies, Labour Certificate issued alongwith Shop Adress mentioned in Labour Contractor. etc). Rent Agreemnet, for Concern State .Electricity/Telephone bIlls will not be accepted

F. Evaluation of Bid:

The indenter will evaluate and compare the Bids determined to be substantially responsive i.e. which are properly signed, and conform to the terms & conditions in the following manner:
The bid will be treated as non-responsive if following documents are not attached

1. Brief profile of the company and evidence to establish that the bidder has minimum experience of 3 years
2. Audited Balance Sheet & Profit and Loss Account for last 3 years.
3. PAN No. and Current IT clearance certificate.
4. Attested copy of proof of valid EPF registration.
5. Attested copy of proof of valid ESI registration.
6. Attested copy of proof of valid GST/ Service Tax registration.
7. Attested Copy of license under **(PASARA Act.) Private Security Agency Regulation Act. 2005 obtained from Jharkhand DGP for running the business of private security agencies operating in the Jharkhand and JHARKHAND PASARA should be enforce till the currency of contract and must be shown on jhpolice.gov.in portal.**
8. **It is mandatory for the Contracting agency to submit/upload the attested copy of Valid registration certificate obtained from the competent department of Jharkhand /Central Govt. for deploying Security Guard and Conservancy Works, failing which the bid will be treated as disqualified/non-responsive.**
9. List of Clienteles during last 5 years along with cost of assignment.
10. Remuneration of staff quoted below minimum wages applicable for Un-skilled, Semi-skilled, Skilled, in the Govt. of INDIA shall render the Bid disqualified for evaluation. **Also, the rates for service charges/profit are quoted as NIL the bid will be treated unresponsive.**
11. **Bidder Office location may be in East Singhbhum (Jharkhand) on basis of valid paper. In case less than 03 parties report from this district (East Singhbhum) then priority may be given neighbouring district in Jharkhand.**
12. Rates of Remuneration for staff quoted below minimum wages applicable, as per Central Govt. Labour Dept. notification, shall render the Bid disqualified from evaluation. The wages will be revised as per the statutory notification by the concern govt. authorities and agency must submit the copy of the notification with request to revise the wages from the effective date. Any delay on the part of the agency, will be borne by the agency. **Also, if the rates for service charges/profit are quoted as NIL the bid will be treated unresponsive.**
13. The evaluation will be done based on total for all the items listed at 8 only in the Financial Bid. Indenting Office will award the contract to the lowest evaluated responsive bidder.

G. Award of Contract:

a. The Indenter will award the contract to the bidder whose Bid has been determined to be substantially responsive and who has offered the lowest price as per para I.

b. The Indenter reserves the right at the time of award of contract to increase or decrease the requirement of manpower indicated in para B above.

c. The indenter prior to the expiration of the Bid validity period will notify the bidder whose Bid is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the contract.

d. Notwithstanding the above, the Indenter or reserves the right to accept or reject all Bids and to cancel the biding process and reject all Bids at any time prior to the award of the contract.

e. Notice of Termination of Contract: - The Contract can be terminated without assigning any reason giving prior one month notice in writing.

Principal

f. **In Case of Tie in the L1 Vendor/ Service provider the decision of Kendriya Vidyalaya** BHURKUNDA **Management Committee will be final and decisive. Preference may be given to the Firms working in Kendriya Vidyalayas.**

H. Last date and time of receipt of Bids:

a. You are requested to submit the bid for providing Security Guard, Conservancy in KENDRIYA VIDYALAYA, BHURKUNDA as per GeM Portal schedule.

b. **Opening of Bid:** The bids will be opened **at KENDRIYA VIDYALAYA, BHURKUNDA** before a duly constituted committee & in the presence of nominated authority by Chairman notified for this purpose after last date and time of submission of Bid on GeM Portal.

Signature:

Name: Brijendra Krishan

Designation: Principal

For and on behalf of the Kendriya Vidyalaya Sangathan

Encl : Format of Bids (TECHNICAL AND FINANCIAL BID)

प्राचार्य/Principal
के वि भुरकुण्डा
K. V. Bhurkunda
जिला-रामगढ़-८२९१०१
Dist.-Ramgarh-829101

Annexure - A

PERFORMA FOR TECHNICAL BID – SECURITY SERVICES, CONSERVANCY		
1	**Name of Agency**	
2	**Nature of the concern: (i.e.** Sole Proprietor or Partnership firm or Company or a Government Department or a Public Sector Organization)	
3	Full Address **of Registered Office** Telephone No. FAX No. E-Mail Address	
4	Full address of Operating/ Branch Office in Jharkhand Telephone No. FAX No. E-Mail Address	
5	Banker of Agency with full address (Attach Bankers certificate of account maintenance for the last three years 2023-24 to 2025-26) Telephone Number of Banker	
6	Registration No. / License No. of the Agency (attach attested copy of the Registration)	
7	GST Registration No. (attach attested copy of the Registration)	
8	PAN No. of the Agency (attach copy of card)	
9	Details of major contracts handled in last 03 (three years) with government bodies/ KVS	
10	Affidavit(Rs.100 Notarized stamp) for not blacklisted/debarred by anygovt./govt. Agencies/PSUs. (Affidavit on Stamp date not older than bid published date)	

	declaration	
11	Total No's of employees in the Agency	
12	Annual Turnover 2023-24 2024-25 2025-26	**Rs.** **Rs.** **Rs.**
13	Total Number of Working Experience in Years	
14	Tax Audit Report 2023-24 2024-25 2025-26	_____ _____ _____
15	License No. obtained from Govt. of Jharkhand under PSARA Act to run private security agency (attach a copy)	

Signature of authorized person……

Date:……..

Place:……

Name:……

Seal:……

Annexure: B

DETAILS OF CONTRACTS FOR PAST THREE YEARS

DETAILS OF MAJOR CONTRACTS WITH KVS/CENTRAL GOVERNMENT/AUTONOMOUS BODY/ STATE GOVERNMENTS/PSUS/ REPUTED PRIVATE FIRMS HANDLED BY THE TENDERING AGENCY FOR PROVIDING SECURITY/**CONSERVANCY/ HOUSEKEEPING SERVICES/** DURING THE LAST THREE YEARS IN THE FOLLOWING FORMAT

(Attested copies of the last three years work award may be enclosed)

S. No.	Details of client along with address, telephone and FAX No.	Amount of Contract (Lakh per year)	Duration of Contract	
			From (date)	To (date)
1				
2				
3				
4				

(If the space provided is insufficient, **a separate** sheet may be attached)

Date: ……..

Place……..

Signature of Proprietor/authorized signatory……..

Name:……..

Seal ……

// TO BE FURNISHED ON THE LETTER HEAD OF THE SERVICE PROVIDER//

Principal

ANNEXURE-C

Ref: F. No…….. **DATE:……..**

TO WHOMSOEVER IT MAY CONCERN

This is to certify that M/S……..…

……..……..……..

(name& address of Agency/firm) is neither blacklisted by any Government Department/ Autonomous Body/ PSU nor any criminal case is registered against the firm.

Date: ……..……..

Place……..

Signature of Proprietor/authorized signatory……..

Name :……..

Seal ……..

// TO BE FURNISHED ON THE LETTER HEAD OF THE SERVICE PROVIDER//

Annexure-D

DECLARACTION BY THE TENDERERS:

I / We, hereby undertake that payment to the workers deployed by the Agency are being paid as per existing approved wages of **CENTRAL GOVERNMENT** and the Agency has been complying with all the statutory provisions in respect of the workers deployed. (Latest EPF/ESI statement attached)

Date:.....

Place.....

Signature of Proprietor/authorized signatory.....

Name :.....

Seal .....

Principal

ANNEXURE- E

KENDRIYA VIDYALAYA BHURKUNDA

Name of the Bidder: _____

TABLE-A

Manpower charges Security Guards (Un-skilled) per month (24x7 with Reliever) Area (B):

DESCRIPTION	DESCRIPTION OF WAGES & ALLOWANCES		**Amount per person per month**	**Total Amount per Month (Total amount at Col.No.4 of Sl. 6x4 Nos.)**
1	2		3	4
SECURITY GUARD (3)	1	Minimum wages (Basic Wages+VDA) 26 days @ 794/-	20644/-	81059.46
	2	ESI @ 3.25%(on Sl.No.1) *up to 21000/- per month	0	
	3	EPF @ 13% (on Sl.No.1) *up to Rs.25000/- per month	2683.72	
	4	Total cost for 26 days (Sl.No.1+2+3)	**23327.72/-**	
	5	Cost of Reliever (04 days) 923.025	3692.10	
	6	TOTAL AMOUNT (4+5)	27019.82	

SERVICE CHARGE

DESCRIPTION (5)	SERVICE CHARGE IN TERM OF (%) (6)	**Service Charge in terms of Amount in Rs.** (7)	**Total Amount (Inclusive of Service Charge)** (8)
Service Charge On Grand Total of (Colum No.4 of Table A)			

Note:

1. The selection of the vendor will be decided on the basis of Service Charge quoted by the bidder alongwith other parameter like minimum wages, ESI Contribution, EPF Contribution (Employer Share), GST etc. are as per statutory provision.

2. The minimum wages shall be as per the structure issued from time to time by the office of the Chief Labour Commissioner (Central), Ministry of Labour & Employment, Govt. of India.

Signature of Owner/Managing Partner/Director

Date :

Full Name :

Place :

Company's Seal

ANNEXURE-E

KENDRIYA VIDYALAYA BHURKUNDA

Name of the Bidder: _____

TABLE-A

Manpower charges Conservancy (Un-skilled) per month Area (B):

DESCRIPTION		DESCRIPTION OF WAGES & ALLOWANCES	**Amount per person per month**	**Total Amount per Month (Total amount at Col.No.4 of Sl No. 4x4 Nos.)**
1		2	3	4
SWEEPER(02)	1	Minimum wages (Basic Wages+ VDA) 26 days @ 565/-	14690/-	**34151.26**
	2	ESI @ 3.25%(on Sl.No.1)	477.42/-	
	3	EPF @ 13% (on Sl.No.1) * up to Rs.25000/- per month	1909.7/-	
	4	Total cost for 26 days (Sl.No.1+2+3)	**17077.13/-**	

SERVICE CHARGE

DESCRIPTION (5)	SERVICE CHARGE IN TERM OF (%) (6)	**Service Charge in terms of Amount in Rs.** (7)	**Total Amount (Inclusive of Service Charge)** (8)
Service Charge On Grand Total of (Colum No.4 of Table A)			

Note:

1. The selection of the vendor will be decided on the basis of Service Charge quoted by the bidder alongwith other parameter like minimum wages, ESI Contribution, EPF Contribution (Employer Share), GST etc. are as per statutory provision.

2. The minimum wages shall be as per the structure issued from time to time by the office of the Chief Labour Commissioner (Central), Ministry of Labour& Employment, Govt. of India.

Date :
Place :

Signature of Owner/Managing Partner/Director
Full Name :
Company's Seal

प्राचार्य/Principal
के.वि. भुरकुण्डा
K. V. Bhurkunda

CHECK LIST OF DOCUMENTS TO BE UPLOADED

Sl.No	Document	Uploaded/Not Uploaded
1	Tender document signed and stamped (Terms & Conditions and Other Instructions etc.)	
2	Audited Account Statement (2023-24, 2024-25, 2025-26)	
3	EMD	
4	Proof of Exemption Certificate if exempted from EMD	
5	Registration / Incorporation Certificate	
6	Labour License under the Contract Labour Act (1970)	
7	License No. obtained from Govt. of Jharkhand under PSARA Act to run private security agency	
8	ESIC Registration with latest paid challan	
9	EPFO Registration with latest paid challan	
10	GST Registration	
11	PAN Number	
12	Declaration Form	
13	Technical Bid	
14	Financial Bid	
15	Satisfactory Performance Certificate from the previous Employer	

Principal
K. V. Bhurkunda

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated:30 September, 2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

The rates of Variable Dearness Allowance for employees employed in **"Employment of Sweeping and Cleaning excluding activities prohibited under the Employment of Manual Scavengers and Construction of Dry Latrines (Prohibition) Act, 1993".**

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	317
B	267
C	215

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.10.2026 shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY				
	Basic Wages (Rs.)		V.D.A (Rs.)		Total (Rs.)
A	523	+	317	=	840
B	437	+	267	=	704
C	350	+	215	=	565

The VDA has been rounded off to the next higher rupee as per the decision of the Minimum Wages Advisory Board.

The classification of workers under different categories will be same as in Part-I of the Notification No. S.O. 190(E) dated **19th January, 2017** of the Ministry of Labour and Employment, whereas classification of cities will be same as in the Part-II of the notification

प्राचार्य/Principal
के० वि० भुरकुण्डा
K. V. Bhurkunda
जिला-सतगढ़-८२९१०३

dated 19th January, 2017. The present classification of cities into areas A, B & C is enclosed at Annexure I for ready reference.

The instant notification is being issued in pursuance of sub-section (2) of Section 69 of the Code on Wages, 2019 (29 of 2019).

(Shyam Singh Negi)
Director General
Labour Bureau

K. V. Bhurkunda
जिला-रामगढ़-८२९१०१
Dist.-Ramgarh-829101

File No. 6/1/2026-VDA
Government of India
Ministry of Labour & Employment
Labour Bureau
Chandigarh

Dated: 30 September,2026

ORDER

In exercise of the powers conferred by Central Government vide Notification No. S.O. 2451(E) dated 12th May, 2026 of the Ministry of Labour and Employment the undersigned hereby revises the rates of Variable Dearness Allowance w.e.f. 01.10.2026 on the basis of the average Consumer Price Index for Industrial Workers reaching 431.42 from 424.80 as on 30.06.2026 (linked to Base 2016=100) and thereby resulting in an increase of 6.62 points. The revised Variable Dearness Allowance as under shall be payable from 01.10.2026

I. The rates of Variable Dearness Allowance for employees employed in **WATCH & WARD (without arms)** shall be as under:-

AREA	RATES OF V.D.A. PER DAY (in Rs.)
A	387
B	354
C	300

Therefore, the minimum rates of wages showing the basic rates and Variable Dearness Allowance payable w.e.f 01.10.2026to employees employed in WATCH AND WARD (without arms) shall be as under:-

AREA	RATES OF WAGES PLUS V.D.A PER DAY				
	Basic Wages (Rs.)		V.D.A. (Rs.)		Total (Rs.)
A	637	+	387	=	1024
B	579	+	354	=	933
C	494	+	300	=	794

II. The rates of Variable Dearness Allowance for employees employed in **WATCH AND WARD (with arms)** shall be as under:-

AREA	RATES OF VDA PER DAY (in Rs.)
A	418
B	387
C	354

Principal
V. Bhurkunda