

APPENDIX 'A' TO NOTICE INVITING TENDER

CANTONMENT BOARD AMBALA

1. Name of Work: Providing 62 Nos. Manpower for Conservancy Services in Cantonment Area for cleanliness /Maintenance and door to door garbage collection.

1.	Estimated Cost	Rs 120 Lac
2.	Earnest Money Deposit	Rs 2.40 Lac
3.	Security Deposit	5% of the total annual value of tender
4.	Cost of Tender Document	Rs. 1000/-
5.	Date of tender creation	04.09.2018
6.	Publishing date of Tenders	04.09.2018
7.	Document downloading start date	04.09.2018
8.	Document downloading end date	24.09.2018
9.	Last date of submission of Tender	24.09.2018 upto 1700 hrs
10.	Date & Time of opening of Technical bid	26.09.2018at 1000 Hrs on wards.
11.	Date & Time of opening of Financial bid	Will be intimated on line after completion of evaluation of tech. bid application (cover-I)

No.ACB/Store/2017/1498 dt. 31.08.2018

2. A tender of the type as mentioned in Appx "A" is invited as per particulars given therein.
3. The work is estimated to cost as indicated in the aforesaid Appx "A".
4. This estimates however is not a guarantee and is merely given as a rough guide and if the work costs more or less, tenderer will have no claim on that account.
5. The work is to be completed within the period as indicated in the aforesaid Appx "A" (in accordance with the phasing if any, indicated in the tender) from the date of handing over site, which will be about a week after the date of acceptance.

6. A tenderer shall be deemed to have full knowledge of all related documents samples, site etc. Whether he has inspected them or not.
7. Any tenderer which proposes any alterations to any of the conditions laid down or he proposes any other conditions of any description, whatsoever is liable to be rejected. The submission of tender by a tenderer implies that he had read this notice and the conditions of contract and has made himself/herself aware of the scope and specifications of work to be done of the conditions and the rates at which stores, tools and plant etc will be issued (if any) to him and local conditions and other factors bearing on the execution of the work.
8. Tender shall be filled with neat, eligible and correct entries both in figures as well as in words. Alterations, erasures and indistinct figures shall be avoided.
9. The tenderer shall quote his rates in schedule "A" / bill of quantities only nowhere else otherwise tender/bid of the firm will be summarily rejected.
10. Revocation/upward revision of offer by lowest tenderer after opening of tenders. In the event of lowest tenderer revoking his offer or revising his rates upward (which will be treated as revocation of offer), after opening of tenders, the earnest money deposited by the lowest tenderer will be forfeited. In addition, such tenderer and his related firm shall not be issued the tender in second call or subsequent calls. On revocation or upward revision of offer by the lowest tenderer, next lowest offer will not be accepted/considered.
11. For submission of e-tender, bidders are requested to get themselves registered with www.eprocure.gov.in website along with class-II/III Digital Signature Certificate (DSC) issued by authorized issuing authority under IT Act 2003.
12. For complete details, refer our website www.eprocure.gov.in at CPP portal or www.cbambala.org
13. The tender shall be accompanied by certified true copy of power of Attorney in favour of the signatory to the tender documents. In case the signatory is himself is the sole proprietor, an affidavit on stamp paper of appropriate value to this effect stating that he has authority to bind the firm in all matters pertaining to contract including the Arbitration clause, shall be attached. The person signing the tender on behalf of another partner(s) or on behalf of a firm or company shall attach with the tender a proper power of Attorney duly executed in his favour by such other person or by all the partner(s) or in accordance with constitution of the company , stating that he has authority to bind such other person(s) or the firm or the company as the case may be, in all matters pertaining to the contract including the Arbitration clause.
14. The department may issue amendment / errata to the tender documents before due date of submission of tender. The tenderers are required to read the tender documents in Conjunction with amendments, if any, issued by the department. The tenderer is not supposed to incorporate any amendment / errata in the body of tender documents either in ink or pencil. In case amendments/errata issued are incorporated by the tenderer on the body of tender, they shall not be considered and the

amendment / errata issued by the department shall only hold good. The amendments/errata issued to these documents if any would be uploaded on web site of <http://eprocure.gov.in/eprocure/app>. and will also be uploaded on Cantonment Board web site www.cbambala.org. The contractors shall visit these sites from time to time to see these amendments/erratas.

15. Manual bids will not be acceptable.

Sig. Of Contractor

-sd-
Chief Executive Officer,
Cantt. Board, Ambala Cantt.

SPECIAL INSTRUCTION TO THE CONTRACTORS/ BIDDERS FOR THE E – SUBMISSION OF THE BIDS ONLINE THROUGH THIS E-PROCUREMENT PORTAL:

1. Bidder should do online Enrollment in this Portal using the option click here to enroll available in the home page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized certifying authorities such as e Mudhra /GNFC/IDRBT/MTNL/TRUSTLINE/SAFESCRAPT/ TCS.
2. Bidder then logs into the portal giving user id / password chosen during enrollment.
3. The e – token that is registered should be used by the bidder and should not be misused by others.
4. DSC once mapped to an account cannot be remapped to any other account. It can only be inactivated.
5. The bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6. After downloading / getting the tender schedules, the bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values Only.
8. If there are any clarification , this may be obtained online through the e Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online.
9. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DEF formats. If there is more than one document, they can be clubbed together.
10. Bidder should arrange for the EMD as specified in the tender. The original should be posted/couriered/given I person to the Tender Inviting Authority, within the bid submission date and time for the tender.
11. The bidder reads the terms and conditions and accept the same to proceed further to submit the bids.
12. The bidder has to submit the tender document online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the client system as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
14. It is important to note that, the bidder has to click n the freeze bid button, to ensure that he/she completes the bid submission process. Bids which are not frozen are considered as incomplete/invalid bids and are not considered for evaluation purposes.
15. In case of offline payments, the details of the Earnest Money Deposit(EMD) document submitted physically to the Department and the scanned copies furnished at the of bid submission online should be the same otherwise the tender will be summarily rejected.

16. The tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
17. The bidder may submit the bid documents **online mode only**, through this portal, offline documents will not be handled through this system.
18. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
19. Successful bid submission from the system means, the bid as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
20. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
21. The time that is displayed from the server clock at the top of the tender portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e – procurement portal. The time followed in this portal is as per Indian standard time (IST) which is GMT +5:30. The bidders should adhere to this during bid submission.
22. During the transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over secured socket layer (SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.
23. The bidders are requested to submit the bids through online e-procurement system to the TIA well before the bid submission end date and time (as per Server System Clock).

Technical Bid

1. Eligibility Criteria for Bidder:-

Following conditions must be fulfilled by the bidder. The required details and supporting documents in this regard should be submitted along with the form for Technical bid (Tender Form– A). All the documents should be numbered and enclosed as annexure with the technical bid.

- i). The applicant Contractor/Agency should have at least 02 years experience in the previous 03 years in providing manpower for :-
 - a) Conservancy, cleaning and sweeping of roads, drain.
 - b) Door to door Collection of garbage etc.
- ii). The applicant's average annual turnover should be not less than 1cr. for last three years in this regard (Related work) such as copies of Income Tax Return along with copies of Balance Sheet and Profit and Loss Account for the relevant year should be enclosed.
- iii). The agency should have a reputed client base of related works. The client list alongwith the proof of work order received from some reputed govt. department should be submitted in support of the same.
- iv) The agency should have a single work order of providing 50 (Minimum) manpower or 2 work order of 30 (Minimum) manpower each and satisfactory services certificate for the same field be submitted.
- v). The agency should have the EPF registration.
- vi) The agency should have the ESIC registration.
- vii) The agency should have the valid labour licence.
- viii) The agency should have the valid enlistment from any Cantonment Board/ Municipal Bodies/Concerned Dept. for the same work.

- ix) The agency should have PAN, Service Tax Registration No. etc.
- x) The firm / applicant should have bank solvency of 50 lacs.

Note:- The Department reserves the right to relax any of the aforementioned conditions if adequate number of bids are not received.

PRICE BID

The price bid should be submitted in the form given in Tender Form– B. Following points should be taken into consideration while making price bid.

1. All the rates must be written both in figures and words. Corrections, if any, should be authenticated by Countersigning.
2. All entries by the tenderer should be in one hand or typed, eraser and overwriting should be avoided. However , all corrections and overwriting should be signed by the tenderer Tender documents shall be signed by the tenderer.
3. Rates shall be written in figures as well as in words in the tender. In case of variation of rates written in words and in figures, the lower of two shall only be considered.
4. Conditional, incomplete, unsigned tender is liable to be rejected.

Note :-“ **The rate of Service Charges quoted by the firm in Financial Bid should not be less than 2%.**

In case of equally quoted rate priority will be given in descending order of following criteria :-

- i) **Total volume of work done (i.e. Number of manpower X total month) in concerned field.**
- ii) **No. of year of experience in concerned field with Govt. Deptt. i.e. Central/State govt./ Cantt Board/ Municipal bodies / concerned deptt.**
- iii) **Total turnover of firm/ agency in concerned field in previous 03 years.”**

Note: (1) The price bid of only those contractors shall be considered for opening who’s bids are found responsive and have uploaded above documents complete in all respect. No misunderstanding on this account shall be entertained afterwards. The bids of agencies providing incomplete documents shall be summarily rejected.

(2) The Earnest money and tender document fee needs to be deposited in the tender box upto time fixed for close of bids. The Earnest money deposit and tender document fee shall be submitted in form of Demand Draft, Term Deposit receipt drawn in favour of Chief Executive Officer, Cantonment Board, Ambala from any of the Nationalized banks. Scanned copy of Earnest money deposit and tender fee deposit needs to be also uploaded while submission of bids positively .

(3) The price bid of agencies who’s documents are found complete and in order shall be opened immediately after scrutiny of papers.

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Chief Executive Officer
Cantonment Board ,Ambala

Scope of work

Sweeping /cleaning of roads, drains, parks and door to door collection of garbage in Civil and bungalow area of Cantt Board, Ambala.

Work to be carried out as per this contract are:-

Working hours (08 Hours) 07 AM to 12 PM and 02 PM to 05 PM or as directed by the CEO, Cantonment Board, Ambala.

- a) **Lane and Road Sweeping:** In the Cantonment area such as road, open vacant places daily on all working days .
- b) **Drains :** Cleaning of all drains daily and to ensure that no drains / Nallah is found in clogged/ choked condition any time during the contract.
- c) **Garbage :** Collect all garbage from individual house, lanes, roads and open places to the designated points.
- d) **Group Latrines / Urinals :** Cleaning / scrubbing of all group latrines in the subject area.
- e) **Disinfectants:** Regular use on daily basis material to be used are provided by Cantt Board Office.
- f) **All Sanitary equipment will be provided by Cantt Board Office.**
- g) **Jacket :** Staff detailed would wear reflective jacket as identity when performing duty.

Other Conditions :-

- i) If large number of complaints are received in the office of Cantonment Board, Ambala the Chief Executive Officer, Cantonment Board, Ambala may at its discretion withheld payment and impose penalty at the rate of Rs.500/- per day.
- ii) The contractor will have to maintain a daily work register showing progress of work and get it countersigned by the office representative daily and weekly by sanitary supdt.
- iii) The contractor has to forward attendance of labourers/ workers engaged in the prescribed register / form of Labour Commissioner.

Tender Notice & Terms and conditions

1. E- tenders for “Providing 62 Nos. Manpower for Conservancy Services in Cantonment Area for cleanliness /Maintenance and door to door garbage collection are invited from the registered firms/agencies dealing in providing manpower providing manpower for Conservancy / cleaning and sweeping of roads, drain and door to door Collection of garbage etc.

2. The tenderers /applicant Contractor/Agency should have at least 02 years experience in the previous 03 years in providing manpower for Conservancy / cleaning and sweeping of roads, drain and door to door Collection of garbage etc. and the contractor have to enclose the certificates for the same.

3. The number of manpower for Conservancy / cleaning and sweeping of roads, drain and door to door Collection of garbage etc. as shown in tender form can be increased or decreased, as per requirement, and the contractor will be liable to provide as per the order as finally awarded and he/she will not have any claim based on such increase or decrease.

4. Tender will be submitted on a specified form which can be downloaded/ uploaded from the site www.eprocure.gov.in upto 1700 hours on or before 24.09.2018. Alongwith the tender, the tenderer should have to pay Tender fee of Rs. 1000/- (Non-Refundable) and Earnest Money deposit of Rs. 2,40,000/- per Tender (Refundable) by way of a Demand Draft and TDR drawn in favour of Chief Executive Officer, Cantonment Board, Ambala on or before 24.09.2018 upto 1000 hrs along with a

covering letter mentioning the details of DD for the tender of so and so is essentially required with the tender, without which no tender will be accepted.

5. The Contractor must have a group EPF A/c No., ESI No., PAN No., Service Tax No. & Registration No. with labour Deptt. and should submit the copies of all documents as per Technical Bid.

6. The submission of a tender by a tenderer implies that he has recorded this notice as well as the conditions of tender. No conditional tender will be accepted.

7. The manpower engaged for conservancy services, cleaning and sweeping of roads, drain and door to door Collection of garbage etc. by the contractor would be screened by the CEO, Cantt Board before deploying them in the area.

8. The contract shall be for a period of one year from the date of commencement. However contract can be further extended for any period decided by the Board not exceeding three years from the date of commencement of such contract subject to satisfactory performances of duties of the staff deploying and review by the committee constituted for this purpose and proper fulfillment of all the terms and conditions of the agreement by the contractors concerned as may be deemed fit by the Board.

9. The successful bidder shall have to furnish the security equal to 5% of the annual value of the tender in the shape of FDR covering the period of contract duly pledged in the name of Chief Executive Officer, Cantonment Board, Ambala or in the shape of Bank Guarantee.

10. For the purpose of proper identification of the manpower provided for conservancy services/ cleaning and sweeping of roads, drain and door to door Collection of garbage etc. employees of the contractor, the contractor shall himself issue them uniform/reflective jackets and Identity Cards/Identification document and they shall be duty bound to display the Identity Cards at the time of duty.

12. The Chief Executive Officer or any other person so authorized shall be at liberty to carry out any surprise check on the working of the persons so deployed by the contractor in order to ensure that the required number of persons are deployed and that they are doing their duties properly.

13. On taking over the responsibility of providing the said service, the contractor shall formulate the mechanism and working guide-lines for the staff in consultation with the Chief Executive Officer. The contractor will keep on reviewing his arrangements from time to time and take additional measures, if any required to be taken to further streamline the said arrangement. The contractor as well as the staff deployed on duty shall however be bound to carry out the directions/instructions given to them to do any such job (s) assigned by the Chief Executive Officer.

14. The persons so deployed shall be under the overall control and supervision of the contractor and the contractor shall be liable for payment of their wages etc. and all other dues which the contractor is liable to pay under the various labour regulations and other statutory provisions. The Cantt Board Ambala shall be absolved of any such liability at its own level.

15. The contractor shall ensure that all the staff deployed gets wages and other benefits admissible under various Labour Laws.

16. The contractor shall be responsible for fulfilling all his obligations towards the persons deployed under law, namely under the Minimum Wages Act. P.F. Act ESI Act, shops and Establishment Act etc.. The contractor shall be responsible for contributions to the ESI, EPF, if applicable at his own level and maintenance of such records as per rules, The contractor shall arrange the disbursement of wages to his staff so deployed for duty by 7th of every month. The contractor shall furnish his bill to the Cantonment Board Ambala duly supported with the attendance report of the staff deployed duly certified by the authorized official of the Cantt. Board, with the detail of EPF and ESI deposited by him for the employees deployed in the previous month regularly by 15th day of the following month. The contractor will also furnish a certificate regarding payment of salaries. to the staff deployed. The Board shall make the payment within one week of the receipt of the bill in proper form. The Cantt Board Ambala shall in no case be involved or liable for any dispute between the staff deployed and the contractor regarding disbursement of the salaries or otherwise. The contractor shall be solely responsible for any lapse or delay for the submission of the return to the concerned authority of labour department EPF, ESI, etc. about the staff engaged in this institution on contract basis if so required.

17. In case any of the persons so deployed by the contractor does not come upto the mark or performs his/her duties properly or indulges in any unlawful acts or disorderly conduct, the contractor shall take suitable action against such employee on the report of Chief Executive Officer or any other Officer/Official so authorized by the competent authority for the purpose of this respect.

18. In case of any complaint, Defect pointed out by the board the contractor shall immediately replace the particular person/ conservancy staff so deployed without further arguments.

19. The Contractor shall ensure that the Staff so deployed adheres to the schedule and leave schedule as fixed by the Board from time to time. In case of any long absence i.e. more than 7 days, the contractor shall ensure for stop gap arrangement.

21. The Board have further right to adjust or readjust or deduct or out of the security deposit of the contractor.

22. The contractor shall be solely responsible for any damage/compensation due to injury/death of any staff deployed while on duty.

23. No party shall be allowed to be represented by a lawyer during any investigation, enquiry, dispute or appeal. The decision of the Arbitrator constituted under section 327 of Cantt Act, 2006 is final in all disputes.

24. The CEO/Board has the right to reject or accept any or all the tenders at any time without assigning any reason.

Sd/-
Chief Executive Officer,
Cantt. Board, Ambala Cantt.

Proforma for Declaration by Tenderer regarding relative In CBA.

(To be signed by the Tenderer with seal invariably)

I..... do here by certify that none of my relative(s) is in the service of Cantonment Board, Ambala . In case at any stage it is found that the information given by me is false/ incorrect Cantonment Board shall have the absolute right to take any action as deemed fit without any prior intimation to me.

Name , Signature & Stamp of the Tenderer

Date :

Place.:

DECLARATION REGARDING BLACK LISTING / DEBARRING FROM TAKING PART IN TENDERS BY CENTRAL GOVT. / STATE GOVT/ LOCAL BODY/ CANTONMENT BOARD / CORPORATION/ NAGARPALIKA ETC.

(To be signed by the Tenderer with seal invariably)

I/ We (Name)

Proprietor/ Partner / Director(s) of M/s_____

Hereby declare that the firm / company / namely M/s _____ has not been blacklisted or debarred in the past by the Cantonment Board, Ambala or any other Central Govt. / State Govt./ Local Body/ Corporations/ Nagarpalika etc.

In case the above information is found false I/We are fully aware that the Tender will be rejected/ cancelled by the Cantonment Board, Ambala Cantt and EMD/ Security Deposit shall stand forfeited.

In addition to above Cantonment Board will not be responsible to pay the bills from any supply and completed / partially/ completed works.

Name, Signature and Stamp of the Tenderer

Date :

Place :

CERTIFICATE

Name & Complete Address with Telephone No. of the bidder :

This is to certify that I have enclosed copies of following documents in support of my Tender

Sr. No.	Particulars.	Yes or No
1	Tender fee Rs. 1000/- and EMD of amounting Rs. 2.40 lac for participating in tender in the form of DD/ FDR/ TDR	Yes/No
2	Technical bid forms, declarations, Terms and conditions duly filled, signed and stamped.	Yes/No
3	Experience Certificate at least 02 years experience in the previous 03 years in providing manpower for:- a) Conservancy services, cleaning and sweeping of roads, drains. b) Door to door Collection of garbage etc.	Yes/No
4	Annual turnover certificate not less than 1cr. for last three years in providing Conservancy / cleaning and sweeping of roads, drain and door to door Collection of garbage etc. and copies of Income Tax Return along with copies of Balance Sheet and Profit and Loss Account for the relevant year should be enclosed .	Yes/No
5	The client list alongwith the proof of work order received from some reputed govt. department, Copies of Work Orders (single work order of providing 50 (Minimum) manpower or 2 work orders of 30 (Minimum) manpower for Conservancy / cleaning and sweeping of roads, drain and door to door Collection of garbage etc.) Satisfactory services certificate for the same be submitted in the support.	Yes/No
6	Documents showing EPF registration certificate.	Yes/No
7	Documents showing ESIC registration.	Yes/No
8	Documents showing valid labour licence.	Yes/No
9	Documents showing the firm enlistment from any Cantonment Board/ Municipal Bodies/Concerned Dept. for the same work.	Yes/No
10	PAN, Service Tax Registration No. etc.	Yes/No
11	Bank Solvency as per technical bid.	Yes/No

Signature of Bidder / Agency Head

Name of the Organization Head

Address of the Agency

Seal of the Agency

Appendix/ Form “B” (Financial Bid)

2. Name of Work : Providing 62 Nos. Manpower for Conservancy Services in Cantonment Area for cleanliness /Maintenance and door to door garbage collection.

a) The contractor shall be required to pay his workmen applicable minimum wages as applicable in Haryana & published in Govt. Gazette with periodic increase in wages as announced by Govt. from time to time.

(b) The payment of increase in wages with other Statutory payments (towards EPF, ESI, ELDI, Admin Charges) shall be payable to the contractor, if applicable, if such increase is due to statutory regulations/directions/Govt. notification. Amount of contract will increase/decrease accordingly.

The tenderer shall quote for providing Manpower for Conservancy Services in Cantonment Area for cleanliness / Maintenance and door to door garbage collection. on applicable minimum wages & shall comply with minimum wages Act, ESI Act, Statutory contributions towards ESI, EPF, Service Tax and labour laws as per Govt. policy/rules/regulations in vogue etc. **The tenders of the agencies quoting rates in non compliance with statutory provisions will summarily rejected.**

(SECTION – I) PRICE BID

Sr. No.	Description	Manpower for Conservancy Services (Safaikaramchari) Rate
1	2	3
1.	Basic pay per month as per D.C. Rates approve by the Board (Payment to the person engaged by the agency to be made by cheque/on line account payment and details thereof to be submitted with the bill for payment)	Rs.13100.00
2.	ESI Contribution (4.75 %)	Rs.622.25
3.	EPF Contribution (13.15%)	Rs.1722.65
4.	Total (1 + 2+ 3)	Rs.15444.90
5.	Services Charges (should not be less than 2% of the basic pay excluding ESI and EPF)	Rs.
6.	Total (4 + 5) (per month per manpower)	Rs.
	Total in words : Rupees	
7.	Rate per month (Sr.No. 6 (Rs.) x 62 manpowers)	Rs.
	Total per month in words : Rupees	
8.	Annual/ year Rate / Amount (Sr. No.7 (Rs.) x 12 months)	Rs.
9.	Uniform + I.Card (for one year for 62 employees)	Rs.
10.	Total per annum /year in figure (Sr.No.8+9)	Rs.
	Total per annum /year in words : Rupees	

Note:- Service tax & DVAT would be paid extra at applicable rates if admissible under laws

Note: - The requirement of manpower for conservancy services, cleaning and sweeping of roads, drain and door to door Collection of garbage etc.given is provisional and the requirement may increase/decrease as per actual requirement from the Cantonment Board. The contractor will be requisitioned to provide additional manpower on same terms and conditions and rates and on receipt of written orders of Chief Executive Officer the contractor shall within Three days of the order provide list of suitable persons for selection of best candidate for engagement at Conservancy works in Ambala Cantonment and failure to comply with the directions would be treated as non performance of contractual obligations under the contract and in that event appropriate action would initiated as per terms and conditions of the contract. The contractor/agency shall keep the above aspect clearly in his mind while quoting his rates.

Please read carefully terms and conditions, particular specifications & Broad scope of work. No Compensation on account of any misunderstanding in this regard shall be entertained after wards & it shall be presumed that the agency has actually evaluated the work prior to quoting his rates.

Note :-“ The rate of Service Charges quoted by the firm in Financial Bid should not be less than 2%.

In case of equally quoted rate priority will be given in descending order of following criteria :-

- iv) Total volume of work done (i.e. Number of manpower X total month) in concerned field.**
- v) No. of year of experience in concerned field with Govt. Deptt. i.e. Central/State govt./ Cantt Board/ Municipal bodies / concerned deptt.**
- vi) Total turnover of firm/ agency in concerned field in previous 03 years.”**

Signature of Contractor

-sd-
**Chief Executive Officer
Cantonment Board ,Ambala**