



**INDIAN MARITIME UNIVERSITY  
(A Central University)  
Ministry of Shipping, Govt. Of India  
EAST COAST ROAD, UTHANDI  
CHENNAI CAMPUS – 600 119**

**TENDER FOR  
"PROVIDING OUTSOURCING SERVICES IN THE FORM OF  
ACADEMIC SUPPORT STAFF FOR IMU CHENNAI CAMPUS"**

**TENDER NO.IMU/CC/ADMN/OUT-SS/01/2018**

**VOLUME – II**

**PRICE BID**

**Last Date for Submission : 1500 HRS on 28.06.2018**

**PRICE BID OF TENDER FOR PROVIDING OUTSOURCING SERVICES  
IN THE FORM OF ACADEMIC SUPPORT STAFF AT IMU-CC**

S I.	Description	Amount quoted (in Rs.)^					
		Hostel warden	Library Assistant	Senior Prog. Assistant (Software)	Junior System Administrator	Senior Technician (Computer Lab)	P.T. cum Swimming Instructor
1.	Wages Basic per head – (Basic Minimum Wages per day x 26 days)						
2.	VDA per head (VDA on Minimum Wages per day x 26 days)						
3.	Total Wages per head per month (Sl. 1+2)						
4.	P F @ 13.15% of Sl. 3 (Subject to wages ceiling of Rs. 15000.00)						
5.	E S I @ 4.75% of Sl. 3 (Subject to wages ceiling of Rs. 21000.00)						
6.	Bonus @ 8.33% on monthly wages						
7.	Total manpower cost Per Head per month (Sl. 3 + 4 + 5 + 6)						
8.	Service charges per head*						
9.	No. of Persons to be deployed	4	1	1	1	2	1
10	Total cost per month (Sl. 7 + Sl. 8 ) x Sl. 9 for all persons^						

^ GST extra as applicable from time to time.

\* **Service Charge to be quoted as a fixed amount on per person per month basis considering 26 days in a month (Administrative holidays other than one day weekly off to be considered for calculating 26 days).** The bidder is requested to acquaint himself with the scope of work, all terms and conditions & penalty details etc. of the complete tender document before quoting the rates.

The Bidder is required to quote the minimum wages (including VDA), ESI, EPF, Bonus & any other statutory requirement under the prevalent rules applicable for Zone "A" prescribed by Central Ministry of Labour and Employment, Govt. of India.

^ The Grand total amount (**sum total of all the figures quoted in Sl. 10**) is exclusive of GST rates. The bidder must note that GST shall be applicable extra as prevalent under the rules during the month of rendering outsourcing manpower services in the form of Academic Support Staff to IMU Chennai Campus.

**Note:**

1. As provided in the price bid format above, the bidders have to quote the price for all the components separately and the L-1 firm shall be decided on the basis of grand total amount quoted (**sum total of all the figures quoted in Sl. 10**) in the above table and work will be awarded accordingly.
2. The Price Bid is to be quoted after considering **Minimum Wages for Zone 'A', as prescribed by Central Ministry of Labour & Employment, Govt. of India**, as applicable for providing outsourcing manpower as on the date of issue of this Tender. ESI, PF, Bonus & other statutory requirements should not be less than the statutory provisions/Act by the Central Government. If the amount/rates quoted are less than the prescribed minimum as stated above, then the bidder will be disqualified and quote will stand rejected.
3. No ambiguity should be there in the quoted price and the rate must be as per the price bid format.

**Signature of the contractor with seal**