

बिहार पशु विज्ञान विश्वविद्यालय, पटना
BIHAR ANIMAL SCIENCES UNIVERSITY, PATNA
 Bihar Veterinary College Campus, Patna – 800014

Letter No.: Comp./BASU, Patna/ 303

Dated-23/10/2018

From :-

Comptroller,
 Bihar Animal Sciences University,
 Patna, Bihar

To

The General Manager (Operation),
 Frontline (NCR) Business Solutions Pvt. Ltd,
 301, 3rd Floor, Super Market Building,
 Frazer Road, Patna -800001,
 Bihar

Sub: - work order for providing manpower for different tasks under Bihar Animal Sciences University, Patna.

Sir,

Bihar Animal Sciences University, Patna is pleased to accept the bid submitted by Frontline (NCR) Business Solutions Pvt. Ltd, 301, 3rd Floor, Super Market Building, Frazer Road, Patna -800001, Bihar in the response of tender invited for 'Hiring agency for providing manpower for different tasks'. Rate of payment (that will be paid to the firm on reimbursement basis) and the service charge that will be paid to the firm is as shown below:

Category 'A'

| Rate per month (26 DAYS A MONTH) per person | | |
|---|---|--------------|
| S. No. | Component | Amount in Rs |
| 1 | Basic wage including DA | 35000.00 |
| 2 | EPF including administrative changes on EPF | 1950.00 |
| 3 | ESIC | 0.00 |
| 4 | Service charges | 350.00 |
| 5 | GST | 6714.00 |
| 6 | Any other (specify) | 0.00 |
| 7 | Total (=1+2+3+4+5+6) | 44014.00 |

Category 'B'

| Rate per month (26 DAYS A MONTH) per person | | |
|---|---|--------------|
| S. No. | Component | Amount in Rs |
| 1 | Basic wage including DA | 25000.00 |
| 2 | EPF including administrative changes on EPF | 1950.00 |
| 3 | ESIC | 0.00 |
| 4 | Service charges | 250.00 |
| 5 | GST | 4896.00 |
| 6 | Any other (specify) | 0.00 |
| 7 | Total (=1+2+3+4+5+6) | 32096.00 |

Category 'C'

| Rate per month (26 DAYS A MONTH) per person | | |
|---|---|--------------|
| S. No. | Component | Amount in Rs |
| 1 | Basic wage including DA | 20000.00 |
| 2 | EPF including administrative changes on EPF | 1950.00 |
| 3 | ESIC | 950.00 |
| 4 | Service charges | 200.00 |
| 5 | GST | 4158.00 |
| 6 | Any other (specify) | 0.00 |
| 7 | Total (=1+2+3+4+5+6) | 27258.00 |

Category 'D'

| Rate per month (26 DAYS A MONTH) per person | | |
|---|---|--------------|
| S. No. | Component | Amount in Rs |
| 1 | Basic wage including DA | 18000.00 |
| 2 | EPF including administrative changes on EPF | 1950.00 |
| 3 | ESIC | 855.00 |
| 4 | Service charges | 180.00 |
| 5 | GST | 3777.30 |
| 6 | Any other (specify) | 0.00 |
| 7 | Total (=1+2+3+4+5+6) | 24762.30 |

Category 'E'

| Rate per month (26 DAYS A MONTH) per person | | |
|---|---|--------------|
| S. No. | Component | Amount in Rs |
| 1 | Basic wage including DA | 14000.00 |
| 2 | EPF including administrate changes on EPF | 1820.00 |
| 3 | ESIC | 665.00 |
| 4 | Service charges | 140.00 |
| 5 | GST | 2992.50 |
| 6 | Any other (specify) | 0.00 |
| 7 | Total (=1+2+3+4+5+6) | 19617.50 |

Category 'F'

| Rate per month (26 DAYS A MONTH) per person | | |
|---|---|--------------|
| S. No. | Component | Amount in Rs |
| 1 | Basic wage including DA | 12000.00 |
| 2 | EPF including administrate changes on EPF | 1560.00 |
| 3 | ESIC | 570.00 |
| 4 | Service charges | 120.00 |
| 5 | GST | 2565.00 |
| 6 | Any other (specify) | 0.00 |
| 7 | Total (=1+2+3+4+5+6) | 16815.00 |

Term and Condition

1. The exact requirement under each category will be communicated separately to the firm on monthly basis.
 2. Minimum wage as reimbursed by Bihar Animal Sciences University, Patna will not change during the contract period unless and until minimum wage plus VDA declared by Bihar Govt. turns higher than the wage mentioned in this order.
 3. The firm has to supply the manpower under different category within seven days as and when required by Bihar Animal Sciences University, Patna and communicated to him on the same terms and conditions. Usually, such requirement will be communicated on monthly basis.
 4. The firm will have to enter into an agreement deed to be executed in this regard with Registrar, Bihar Animal Sciences University, Patna within five days of issue of this office order and before starting the contract; failing which may result in termination of this office order.
 5. The current period of contract will be for one year from the date so mentioned in this contract. Either the contractor or Bihar Animal Sciences University, Patna may cancel the contract by giving one-month unconditional notice to the other party without assigning any reason.
 6. The firm will have to submit the list of workers enlisted with it who the firm proposes to be deployed at Bihar Animal Sciences University, Patna along with his/her educational/other qualifications within five
- Work order for providing manpower for different tasks under Bihar Animal Sciences University, Patna

days from the date of issuance of this order and will deploy such workers within 07 days from the date of issuance of this order.

7. The firm will have to deposit performance security of Rs. Ten lakh in the shape of FDR/Bank Guarantee in the name of Comptroller, Bihar Animal Sciences University, Patna within five days of issue of this order. The performance security shall be valid for the fifteen month from the date of effectiveness of the contract.
8. The firm will have to obtain and submit Labour licence to Bihar Animal Sciences University, Patna within one month for which a prescribed form-V will be issued by Bihar Animal Sciences University, Patna.
9. The firm will be solely responsible to observe all labour laws, minimum wages act for obligatory liabilities like EPF, ESI, GST & VDA and reservation roaster etc. as applicable in respect of staff deployed by it for carrying out the work. The contractor will have to make payment to the workers (though bank account/ E payment) by seventh of each month and will have to claim for reimbursement of such payment and his service charge from the Comptroller, Bihar Animal Sciences University, Patna by 15th of the month. Bihar Animal Sciences University, Patna will reimburse the same after deducting TDS and Surcharge as applicable under IT rules by 28th of the month.
10. The firm will have to comply all terms and conditions of the contract stipulated in the tender document failing which the contract can be cancelled.
11. The firm will have to place one supervisor at Bihar Animal Sciences University, Patna who shall supervise all the outsourcing services at all locations at its own cost. Seating space with electricity to such supervisor will be provided by Bihar Animal Sciences University, Patna. At least two working mobile number and one e-mail of Supervisor shall have to be given to Registrar, Bihar Animal Sciences University, Patna.
12. In Case, any deployed staff is not performing satisfactorily, it shall be binding on the contractor to provide the substitute within seven days of such information given by Registrar, Bihar Animal Sciences University, Patna.
13. Non-Satisfactorily performance of any outsourced service shall be penalized a @ Rs. 200/- per day for each service. Repeated complaints will be deemed as non-performance of contracts and shall results in termination of contractor & forfeiture of performance security.

This issues with the approval of Hon'ble Vice-Chancellor, Bihar Animal Sciences University, Patna.

 23/10/18
Comptroller

Bihar Animal Sciences University,
Patna