**Sub:** Operation and maintenance of IGNOU 10KW FM Transmitter, Cleaning and upkeep of IGNOU Transmitter technical and surrounding area at IGNOU FM Centre, Sinhagad

**Message:**

This office is interested in the work as per specifications given below and invites your quotation as per terms and conditions on the reverse.

The quotation should be sent in Sealed Cover addressed to The Dy. Director General (E), Prasar Bharati, All India Radio, Shivajinagar, Pune : 411 005 so as to reach on or before 18/03/2020. The quotation should be submitted only in the format as given below on your official letter head. If it is not in the given format same will be rejected.

The cover should be Super-scribed with the following details:-

A) Enquiry Reference No 130  
B) Work for which quotation is invited

The quotation will be opened in the Office on 18 March 2020 at 1505 Hrs.

<table>
<thead>
<tr>
<th>No.</th>
<th>Description of work</th>
<th>Component of wages as per Central Government minimum wages Act</th>
<th>Amount per month *</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Operation and maintenance of IGNOU 10KW FM Transmitter &amp; other associated equipments in 2 shifts by skilled persons at IGNOU FM Centre Sinhagad, AIR, Pune - 1 Job (Total 2 skilled persons)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Basic Wage  
2. Special Allowance VDA  
3. EPF @ 13%  
4. ESI - 3.25% on Basic Wage + VDA  
5. Sub Total  
6. Relieving Charges  
7. Total of Sr.No.5 + Sr.No.6  
8. Agency service charges  
9. GST @ 18%  
10. Grand Total
<table>
<thead>
<tr>
<th>No.</th>
<th>Description of work</th>
<th>Component of wages as per Central Government minimum wages Act</th>
<th>Amount per month *</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>1 (one) unskilled person for Cleaning &amp; upkeeping of IGNOU 10 KW FM Transmitter technical area &amp; surrounding area at IGNOU FM Centre Sinhagad, AIR, Pune - 1 Job</td>
<td>1. Basic Wage</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Special Allowance VDA</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. EPF @ 13% (3.67% EPF, 8.33% EPS, 0.5%EDLI &amp; 0.5% Admin charges ) on Basic Wage + VDA</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. ESI- 3.25% on Basic Wage + VDA</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>5. Sub total</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>6. Relieving charges 1/6th of Sr. No. 5</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7. Total of Sr.No. 5 + Sr No.6</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>8 Agency service charges</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>9. GST @ 18%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>10. Grand Total</td>
<td></td>
</tr>
</tbody>
</table>

- Month means 26 working days

(कोटेशन की वालिया मार्च 2021 तक होनी चाहिए)

> (उपरोक्त को सैना अस्तरी के प्रासंगिक मौजूदा न्याय वर्ग के नियमों का पालन करना होगा। The agency has to follow relevant existing labour laws and rules of Central Govt.)

भव्यकाल यॉर्स फाइल्थफुल,

[Signature]

सहायक अभियंता ASSISTANT ENGINEER
कूल्ले उपमहानिदेशक (3f ) for DY. DIRECTOR GENERAL (E)

अगले पृष्ठ पर ...3-
1. Agencies having valid registration of EPF and ESI can only apply. Photocopies of the registration should be given with the quotation.

2. The quotation should be valid up to March 2021.

3. The undersigned reserves the right of rejecting any or all quotations, Reasons will not be communicated to such party.

4. The payment would be made on monthly basis after the close of each month against the invoice of the contractor. The monthly bill for the above said contract shall be submitted by the contractor by the 7th of following month and payment shall be released upon satisfactory performance by the end of the month after adjusting any cost borne by AIR, Pune due to any reasons, any damage caused by the contractor or his employee.

5. The rates on acceptance of quotation shall be maintained throughout the validity period.

6. The agency will be responsible for all legal matters related to manpower deployed. The agency will be fully responsible for any compensation to be made to a person deployed by him in this office in any eventuality while discharging the duties in this office. The agency will also be responsible for any legal matter related to manpower.

7. The contractor shall ensure the safety of material and labour is the sole responsibility of the agency.

8. The agency & its manpower must follow all the safety standards.

9. You are entirely responsible for all matters of labour laws, wages, provident fund, and other things including tax to be paid by the agency.

10. The agency is responsible for any accident/untoward incident occurring in their premises.

11. The agency is responsible for any accident/unusual incident occurring and any compensation in this regard.

12. If a dispute arises out of or in connection with the contract, or in respect of any defined legal relationship associated therewith or derived there from, the parties agree to submit that dispute to arbitration under ICADR Arbitration Rules, 1996. The Authority to appoint the arbitrator shall be the International Centre for Alternative Dispute Resolution. The International Center for Alternative Dispute Resolution will provide administrative services in accordance with the ICADR Arbitration Rules, 1996.

13. The place of arbitration proceedings shall be Pune.

14. The higher rates will be made applicable.

15. The higher rates will be made applicable.

16. Further, whenever, minimum rates of wages fixed by the State Government are higher than the Central Government, the higher rates will be made applicable.

17. The higher rates will be made applicable.

18. The age of the person deployed for the job shall not exceed 60 years.
19. VDA will be paid as per the prevailing rates.

20. GST will be applicable as per the prevailing rates & rules.

21. **PHOTO COPY OF (1). License Issued by the State/Central Labour Department under Contract Labour Act (2) ESI registration certificate (3) EPF registration certificate is to be attached with quotation.** जीएसआई, एचएफआई के शुल्करोक के बारे में उपयोग प्रस्तुत करना होगा जो उद्देश्य के साथ काम के लिए प्रतिष्ठित फिर कोटेल को सरकारी तौर पर चारित कर दिया जाएगा। The Agency must submit undertaking regarding payment of ESI, EPF to the manpower that will be deputed for the work along with the quotation or else quotation will be summarily rejected.

22. The successful bidder will have to furnish the performance security of 5% of annual value of the (contract) services in the form of Bank guarantee of any nationalized bank drawn in favour of DDO, All India Radio, Pune. The performance security should remain valid for the period of one year and must be submitted within 7 days of the confirmation of order.

23. **[Signature]**

सहायक अभियंता ASSISTANT ENGINEER
क्रृती उपभारानिदेशक(�) for DY. DIRECTOR GENERAL (E)
To,
The Deputy Director General (E),
All India Radio,
Shivajinagar,
Pune 411 005.

CERTIFICATE

It is certified that all the dues of personnel deployed at AIR, Pune IGNOU FM TR, Sinhagad site, for the existing contract, have been paid upto ________, in accordance with the latest minimum rates of wages, as fixed by the Central Govt./Minimum Wages Act/ Central regulation order. All the statutory obligations/requirements have been complied with, in regards to payment of wages, contribution to EPF/ESI etc. and any other dues have been met and AIR, Pune will not assume any responsibility thereto. The Contract Labour (Regulation & Abolition ) Act, 1970 and (Central ) Rules, 1971 have also been complied with.

Further, certified that the consolidated monthly payment challans to ESI & PF authorities including the contributions deducted from all personnel deployed at AIR, Pune IGNOU FM TR Sinhagad site.

Regards

Signature
(Name of the Concerned Person )

For & on behalf of ( Name of Company )
Seal of the Company