



REQUEST FOR PROPOSAL (RFP)

**FOR SELECTION OF AN AGENCY FOR PROVIDING
COMPREHENSIVE FACILITY MANAGEMENT
SERVICES (CFMS) AT TOURIST PLACE DHAULI.**

Date:03-07-2025

Last Date for submission of tender documents: 16-07-2025 up to 5.00 P.M.

BLOCK DEVELOPMENT OFFICE, BHUBANESWAR

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Information in connection with Submission of Tender Document for Facility Management Services at Dhauli Tourist Place & Its Peripheries

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|---|---|
| 1. Availability of Tender Document: | Office of the Block Development Officer, Bhubaneswar-751014. It can be downloaded from https://khordha.odisha.gov.in |
| 2. Date of Issue of Tender Documents: | 03-07-2025 |
| 3. Mode of Submission of Tender Documents: | Only by Register / Speed Post & Courier Up to 5.00 P.M of Dt. 16-07-2025 |
| 4. Earnest Money Deposit (EMD): | Rs. 50,000/- (Refundable without Interest) |
| 5. Cost of Tender Paper: | Rs. 11,800/- (Non-Refundable) |
| 6. Date, Time & Venue of Opening Tender Documents: | 17-07-2025 at 12.00 P.M both Technical Bid respectively at the Office of the Block Development Office, Bhubaneswar. |
| 7. Award of Work Order: | To be intimated |
| 8. Commencement of deployment Service: | To be intimated |

SCOPE OF WORK AND GENERAL INSTRUCTIONS FOR BIDDERS

1. The Dhauli Development Committee, Bhubaneswar requires the services of reputed, well established and financially sound Facility Management Service Providers to provide Facility Management Services for maintenance of Shanti Stupa and its peripheral areas.
2. The contract for providing the aforesaid Facility Management is likely to commence after signing the agreement for three (3) years. The contract may be extended beyond three years for further two (2) years subject to mutual consent.
3. The interested bidders may download the tender documents from <https://khordha.odisha.gov.in> and submit to the Block Development Officer Office, Bhubaneswar. The tender paper fee Rs. 10,000/- (Rupees Ten Thousand) only in shape of Demand Draft must be submitted in favor of Block Development Officer along with requisite documents.
4. The interested Facility Management service providers may submit the tender document complete in all respects along with Earnest Money Deposit (EMD) of Rs. 50,000/- (Fifty Thousand) only and other requisite documents should be sent to the Block Development Officer, Bhubaneswar - 751014 latest by dt. 15-07-2025 up to 5.00 P.M. by Registered Post / Speed Post/ Courier Services.

(a)	Last Date for submission of tender documents	16-07-2025 up to 5.00 P.M.
(b)	Date, Time & Venue for Opening of Technical Bid.	17-07-2025 at 12.00 Noon both Technical Bid respectively at the Office of the Block Development Office, Bhubaneswar.

1. The tender has been invited under two bid system i.e., technical bid & Financial Bid in Double cover. The interested agencies are advised to submit bids in double cover envelope super scribing "Tender for Facility Management Services". Technical Bid separately and the Financial Bid in separate sealed covers. Facility Management Agency/Service Providers qualifying in the Technical Bid shall be considered for Financial Bid.
2. The Earnest Money Deposit (EMD) of Rs 50,000/- (Fifty thousand) only refundable (without interest) should be necessarily accompanied in the Bids of the Service provider in the form of Demand Draft Payable at Bhubaneswar failing which the tender shall be rejected summarily. No Exemption on EMD what so ever is allowed, Tenders without EMD will summarily rejected.
3. The Successful tender will have to deposit security money at 3% of the annual contract value as per the stipulation in the form of Bank Guarantee from any nationalized Bank drawn in favor of Block Development Officer. This will be released after successful completion of contract.
4. The Tendering Facility Management Service Providers are required to enclose self-attested

photocopies of the following documents along with the technical Bids failing which their bids shall be summarily/out rightly rejected and will not be considered by further.

ELIGIBILITY CRITERIA

Pre-Qualification Criteria

1. The Bidder must only be a Company/ Firm registered under the Companies Act, 2013 or Partnership Firm registered under Partnership Act 1932, or a Limited Liability Partnership registered under the LLP Act, 2008. No other legal entities are allowed to bid. The Bidder must submit a Proof of Registration of the legal entity (Certificate of Incorporation, PAN Card, GSTIN, Udyog Aadhar, etc.).
2. The Bidder should have registration under the Employees Provident fund act 1952, Employees State Insurance Act 1948, Contract Labour Act and valid PSARA licence. Copy of valid EPF & ESI registration certificate and valid Labour License to be submitted.
3. Indian subsidiary of any foreign company registered under the applicable Indian laws fulfilling eligibility conditions are also eligible to participate.
4. Bidder must not be Blacklisted in any of the last five financial years due to any reason by any Govt. organizations.
5. The registered Office / branch office of the Service Provider must be located within the jurisdictional area of Odisha.
6. In no case consortium / JV is not allowed.

2. Technical Evaluation Criteria

Sl. No.	Criteria	Weightage	Marks
1	Years of Experience in Executing CFMS Projects in State/Central Govt Projects. (To be Considered from Client Certificate/Work Orders / Contract Copies and Facility Management Service/CFMS/FMS must be mentioned in the relevant Document)	10 Marks	a) Bellow 5 Years = 0 Marks b) More than 5 years = 10 marks
2	Place of Original Registration/ Incorporation considered from certificate of Registration or Incorporation. (Considered from Registration/Incorporation Certification)	10 Marks	a) Registered / Incorporation in Odisha= 10 Marks b) Registered outside the Odisha= 5 Marks.
3	Financial strength of the bidder i.e., Average Annual Turnover in the last 3 years ending 31 st march 2024.	20 Marks	a) Turnover bellow 10 crores= 0 Marks. b) Between 10 crores to 15 crores= 10 Marks. c) Between 15 crores to 20 crores= 15 Marks.

			d) More than 20 crores= 20 marks.
4	Maximum Developed/Built up Area managed in a single Facility Management project in the similar services with minimum contract value of 10 crore with a minimum 12 months of Continuous Satisfactory Performance. (Work Experience/ Performance Certificate Must be enclosed in this regard)	15 Marks	a) Developed Area/Built-up area below 2 lakh Sq. ft.= 0 marks b) Area between 2 lakhs to 6 lakh sq ft.=5 marks c) Area Between 6 lakhs to 8 lakh sq. ft. = 10 marks d) Area More than 10 lakh sq. ft. = 15 marks.
5	Number of Project Experience in CFMS/FMS Projects. (The terms FMS/CFMS must be mention of the relevant work order/ client certificate)	20 Marks	a) Up to 10 CFMS/FMS Projects- 5 Marks. b) For Each additional projects 2 marks will allotted.
6	Maximum Personnel Deployed in a Single Facility Management Contract. (No of person deployed must be mentioned in the relevant work order/ client certificate)	10 Marks	a) Up to 500 personnel- 0 Marks b) 500 to 1000 Personnel= 5 Marks c) More than 1000 marks= 10 Marks.
7	Working Experience in Tourist Places during last 10 Years.	10 Marks	For Each Contract/Work Order 2 Marks will be awarded subject to maximum 10 Marks.

Note: Bidder with who are qualified the pre- Qualification criteria are further consider for Technical Qualification Criteria. Bidder who scores more than 60 Marks are Qualified for the Financial Bid.

Selection Criteria

The bidder who qualifies in the technical evaluation shall be considered for financial evaluation. **The bidder quoting the lowest total rate shall be designated as the L-1 bidder** and awarded the contract.

However, in the event of a tie in the financial bids (i.e., two or more bidders quoting the same lowest rate), the bidder with the highest technical score shall be declared as the L-1 bidder and awarded the contract.

If a tie persists even in the technical scores, then the bidder having the highest average annual turnover during the last three financial years ending on 31st March 2025 shall be considered as the L-1 bidder and the tender shall be awarded accordingly.

TERMS & CONDITIONS

GENERAL

1. The Facility Management Service Provider shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this Agreement to any other agency or organization by whatever name be called without the prior written consent of the Authority.
2. The Facility Management Service Provider will be bound by the details furnished by it to the Authority while submitting the tenderer at subsequent stage. In case any of such documents furnished by it is found to be false at any stage, it would be deemed to be a breach of terms of Agreement making it liable for legal action besides termination of the Agreement.
3. The Both parties reserves the right to terminate / cancel the agreement during initial period also after giving 30 days' notice to the Facility Management Service Provider.
4. The person deployed shall be required to report for work at 10 A.M. to the Panchayat Executive Officer, Dhauli GP/or Additional Block Development Officer, Bhubaneswar and will leave at 6.00 P.M. and may also require to work beyond 6.00 PM for which he will not be paid any extra remuneration. The timing (duty hour) may be changed/vary in case of Security Guard etc. as per requirement or round o' clock (Shift Wise). In case the person deployed remains absent on a particular day or comes late/leaves early on three occasions proportionate deduction for the remuneration for one day will be made. If any deployed staff found attending the office in irregular manner or remained unauthorized absent during official hours, he/she may be replaced. The staff has to submit undertaking to this effect through the Service provider agency. The person deployed may be called on holidays to attend duty as & when required.
5. The Facility Management Service Provider shall nominate a coordinator /Supervisor who shall be responsible for immediate interaction with the Panchayat Executive Officer, Dhauli GP /Additional Block Development Officer, Bhubaneswar so that optimal services of the persons deployed could be availed without any disruption.
6. The entire financial liability in respect of Facility Management Services deployed in the offices concerned shall be that of the Facility Management Service Provider and the officers concerned will no way be liable. It will be the responsibility of the Facility Management Service provider to pay to the person deployed as much not less than the minimum rate quoted in the financial bid and adduce such evidence as may be required by the Block Development Officer, Bhubaneswar.
7. For all intents and purposes, the Facility Management Service Provider shall be the "Employer" within the meaning of different Rules & acts in respect of Facility Management so deployed. The persons deployed by the Facility Management Services Provider shall not have any claim whatsoever like employer and employee relationship against the authority concerned.
8. The Facility Management Service Provider shall be solely responsible for the redressal of grievances of resolution of disputes relating to person deployed. Block Development Officer, Bhubaneswar shall in no way be responsible for settlement of such issues whatsoever.
9. The Authority shall not be responsible for any financial loss or any injury to any person deployed by the Facility Management Service Provider in the course of their performing the functions/duties or

for payment towards any compensation.

10. The persons deployed by the Facility Management Service Provider shall not claim nor shall be entitled to pay, perks and other facilities admissible to regular/confirmed employees during the period or after expiry of the Agreement.
11. In case of termination of this Agreement on its expiry or otherwise the person deployed by the Facility Management Service Provider shall not be entitled to and shall have no claim for any absorption in regular or other capacity in the office of Block Development Officer, Bhubaneswar.
12. The person deployed shall not claim any benefit or compensation or absorption or regularization of deployment with office under the provision of rules and Acts. Undertaking from the person deployed to this effect shall be required to be submitted by the Facility Management Service Provider.
13. The Facility Management Service Provider must be registered with the concerned Govt. Authorities i.e., Labor Commissioner, Provident Fund Authorities, Employees State Insurance Corporation, GST, etc. and a copy of the registration should be submitted. The Facility Management Service Provider shall comply with all the legal requirements for obtaining License under Contract Labor (Regulation and Abolition) Act 1970 if any, at this own part & cost.
14. The Facility Management Service Provider shall provide a substitute well in advance if there occurs any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the Facility Management Service Provider. The Facility Management Service Provider shall be responsible for contribution towards Provident Fund, Employees State Insurance, wherever applicable.
15. The person deployed by the Facility Management Service Provider should have good police records and no criminal case should be pending against them. It shall be submitted by the service provider agency.
16. The persons deployed should be polite, cordial and efficient while handling the assigned work and their action should be to promote good will and enhance the image of the Concerned Office. The Facility Management Service Provider shall be responsible for any act of indiscipline on the part of the persons deployed.

LEGAL

17. The persons deployed shall during the course of their work be privy to certain qualified documents and information which they are not supposed to divulge to third parties. In view of this, they shall be required to take oath of confidentiality and breach of this condition shall make the Facility Management Service Provider as well as the person deployed liable for penal action under the applicable laws besides action for breach of contract.
18. The Facility Management Service Provider shall be responsible for compliance of all statutory provisions relating to minimum wages payable to different types of workers in respect of the persons deployed in Parking Area, New Toilet Block, Shanti Stupa, Elevator Point, Peace Park, Craft Bazar, Pump House at Daya-Ghat and as & when required. The Office shall have no liability in this regard.

19. The Facility Management Service Provider shall also be liable for depositing all taxes, levies, Cess etc. on account of service rendered by it to the offices concerned to the concerned tax collection authorities, from time to time, as per the rules and regulations in the matter. Attested Xerox copies of such documents shall be furnished to the Office.
20. The Facility Management Service Provider shall maintain all statutory records under the law and produce the same, on demand to the authority of the department or office concerned or any authority under Law.
21. In case the Facility Management Service Provider fails to comply with any liability under appropriate Law, and as a result thereof, the authority or the office concerned is put to any loss/obligation, monetary or otherwise the authority or the office concerned will be entitled to get itself reimbursed out of the outstanding bills or the performance security deposit of the Facility Management Service Provider to the extent of the loss or obligation is monetary terms.
22. The Agreement is liable to be terminated because of nonperformance deviation of terms and condition of contract, nonpayment of remuneration to employed persons and non-deposit of statutory dues with the concerned agencies like E.P.F., E.S.I. and Service Tax etc. The Block Development Officer, Bhubaneswar will have no liability towards nonpayment of remuneration to the persons employed by the Facility Management Service Provider and the outstanding statutory dues of the service provider to statutory authorities. If any loss or damage is caused to the institute by the persons deployed, the same shall be recovered from the unpaid bills or adjusted from the performance security Deposits.

EMD

23. The technical Bid should be accompanied with an Earnest Money Deposit (EMD), refundable without interest of **Rs50,000/- (Rupees Fifty Thousand) Only** on the form of Demand Draft drawn in favor of Block Development Officer, Bhubaneswar failing which, the tender shall be rejected outrightly.
24. The Earnest Money Deposit (EMD) in respect of the Agencies which do not qualify the Technical Bid (First stage)/Financial Bid (Second Competitive stage) shall be returned to them without any interest. In case of successful tenderer, if the agency fails to deploy the required Facility Management against the initial requirement within 30 days from date of placing the order the EMD shall stand forfeited without giving any further notice.
25. Within 10 days of receipt of the letter of Acceptance, the successful bidder shall deliver to the client a performance Security in any forms given below for an amount equivalent to 5% of the Annual contract value as per the stipulation. Performance security shall be submitted in the form of bank guarantee from any nationalized / scheduled commercial bank in favor of Block Development Officer, Bhubaneswar. The performance security submitted shall be valid for a period of 01 year

and 3 months from the date of effectiveness of the contract.

26. The Facility Management Service Provider should make payment of the such engaged staff on monthly basis upon their absentee statements received from their immediate authority/officers and after disbursement the Facility Management service provider agency should submit the bill along with EPF, ESI statement to Block Development Officer, Bhubaneswar for necessary reimbursement.
27. In case of breach of any terms and conditions attached to this agreement, the performance security deposit of the Facility Management service provider shall be liable to be forfeited besides annulment of the agreement.
28. The claim in bills regarding Employees State Insurance, Provident Fund and Service Tax etc. should be necessarily accompanied with documentary proof pertaining to the concerned bill month. A requisite portion of the bill or whole of the bill amount shall be held up till such proof is furnished, at the discretion of the authority.
29. The amount of penalty calculated @ Rs. 500 /- per day on account of delay, if any in providing a suitable substitute for the period beyond three working days by the Facility Management Service Providers shall be deducted from its monthly bills in the succeeding month.
30. The successful bidder will enter into an agreement with Block Development Officer, Bhubaneswar for supply of suitable and qualified Facility Management as per requirement of this institute on the above terms and conditions.
36. The Employer's share of contribution towards E.P.F. and E.S.I., G.S.T. (If applicable), and service charge of the Facility Management service provider shall not be deducted from the take home remuneration of the employee. The Facility Management service provider shall deposit all statutory dues with the concerned authority and claim the same from the concerned Govt. department/office along with its service charge by producing documentary proof of payment.
37. The Employee's share of contribution towards E.P.F. and E.S.I. shall be deducted by the Facility Management service provider from the minimum take home remuneration of the employee for deposit of the same with the concerned authorities.
38. The Authority reserves right to withdraw or relax any of the terms and conditions mentioned above so as to overcome problems if any encountered at a later stage.
39. In the event of any dispute arising to respect of the clauses of the agreement the same shall be resolved through negotiation. Alternatively, the dispute shall be referred to next higher authority or controlling officer for his decision and the same shall be binding in all parties.
40. All dispute shall be under the jurisdiction under the court at Bhubaneswar only.
41. The successful bidder will enter into an agreement with the authority for supply of suitable & qualified Facility Management as per requirement on the above terms and conditions.

Check List of Submissions(In Official Pad)

Sl.No	Particulars	Submission by Bidder (Yes/No/NA)	Page no. of the Supporting documents
1	Tender Document fee of Rs11,800/-		
2	EMD of Rs50,000/-		
3	Self-declaration of non-blacklisting (In official Pad)		
4	Annexure-I Covering Letter (In Official Pad)		
5	Annexure-II Details of Applicant (In Official Pad)		
6	Annexure-III Details Experience of the Bidder (In Official Pad)		
7	Annexure-IV Financial Capability of Bidder(In Official Pad)		
8	Annexure-V Financial Proposal (In Official Pad)		

- The bidder shall ensure all the documents should be furnished with self- attested with official stamped all the pages should be numbered
- Thebidder shall ensure all the documents should be furnished chronologically as per the check list with indicating the page number
- The check list should be accompanied with the tender document

Signature,Name and designation of the
Authorized Signatory with name and seal of Bidder

ANNEXURE-I

Covering Letter

(On the Letter head of the applicant)

Letter No _____ Date _____

To

The Block Development Officer
Bhubaneswar

Ref: SELECTION OF AN AGENCY FOR PROVIDING COMPREHENSIVE FACILITY
MANAGEMENT SERVICES (CFMS) AT TOURIST PLACE DHAULI

1. With reference to your RFP document _____ dated _____ I having examined the RFP documents and understood their contents hereby submit my/our proposal for the aforesaid project. The Proposal is unconditional and unqualified.
2. I acknowledge that the Authority will be relying on the information provided in the Proposal and the documents accompanying the proposal for selection of the contractor for the aforesaid Project and we certify that all information provided in the proposal and its Annexures along with the supporting documents are true and correct, nothing has been omitted which renders such information misleading and all documents accompanying the proposal are true copies of their respective originals .
3. This statement is made for the express purpose of our selection as Agency for the aforesaid Project.
4. I shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the BID.
5. I acknowledge the right of the Authority to reject our BID without assigning any reason or otherwise and hereby waive to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
6. I certify that in the last three years we have neither failed to perform on any contract as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award,nor been expelled from any project or contract by any public authority nor have any contract terminated by any public authority for breach on our part.
7. I declare that
 - (a) I have examined and have no reservations to the Bidding Documents,including any Addendum issued by the Authority and

- (b) I have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as defined in the RFP document in respect of any tender or request for proposal issued by or any Agreement entered into with the Authority or any other public sector enterprise or any government Central or State and
 - (c) I hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent , practice, coercive ,practice, undesirable practice or restrictive practice and
 - (d) The understandings given by us along with the Application in response to the RFP for the Project and information
8. I understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to BID for the project without incurring any liability to the Bidders in accordance with the RFP document
 9. I certify that in regard to matters other than security and integrity of the Country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the Community.
 10. I undertake that in case due to any change in facts or circumstances during the Bidding Process we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
 11. I further acknowledge and agree that in the event such change in control occurs after signing of the Agreement up to its validity, it would notwithstanding anything to the contrary contained in the Agreement be deemed a breach thereof, and the Agreement shall be liable to be terminated without the Authority being liable to us in any manner whatsoever
 12. I hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in Connection with the selection of the Bidder or in connection with the Bidding Process itself ,in respect of the above mentioned Project and the terms and implementation thereof.
 13. In the event of my/our being declared as the Selected Bidder,I/we agree to enter into a Agreement in Accordance with the draft that has been provided to me/us prior to the BID Due Date We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
 14. I have studied all the Bidding Documents carefully and also surveyed the project area We understand that except to the extent as expressly set forth in the Agreement ,we shall have no claim ,right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or relating to the Bidding Process including the award of Agreement.
 15. I offer a EMD/BID Security of Rs _____ /-(Rupees _____ only) ofg DD no _____ to the Authority in accordance with the RFP Document of Rs _____ /-(Rupees _____ only) of DD no _____
 16. The documents accompanying the Technical BID, as specified in the RFP, have been submitted in separate files.
 17. I agree and understand that the BID is subject to the provisions of the Bidding Documents, in no case, I shall have any claim or right of whatsoever nature if the Project/Contract is not awarded to me or our BID is not opened or rejected.
 18. The BID price has been quoted by me after taking into consideration all the terms and conditions stated in the RFP draft Agreement our own estimates of costs and after a careful assessment of the site and all the conditions that may affect the project cost and implementation of the project.
 19. I agree and undertake to abide by all the terms and conditions of the RFP document.
 20. I shall keep this offer valid for 90(Ninety) days from the BID due date specified in the RFP
 21. I hereby certify that we have not changed any quantity as mentioned in the RFP and confirmed that any

discrepancy arrives at any time decision of Authority will be consider as final.

22. I hereby submit our BID and offer a BID Price as indicated in Financial BID for undertaking the aforesaid Project in accordance with the Bidding Documents and the Agreement in witness thereof. I submit this BID under and in accordance with the terms of the RFP document.

Yours Faithfully

Date:

Place:

Signature, Name and designation of the

Authorized Signatory with name and seal of Bidder

Details of Applicant

(On the Letter head of the applicant)

ANNEXURE-II

<u>APPLICATION-TECHNICAL BID</u>		
For Providing Services of 36 nos. of person in the Dhauri Tourist Place, Bhubaneswar.		
1	Name of Tendering Facility Management Service Provider	
2	Demand Draft towards cost of Tender Paper	Rs.11800/- (Rupees Eleven Thousand Eight Hundred only)
3	Details of Earnest Money Deposit	DDNO _____ Date _____ of Rs. 50,000/- of _____ Bank payable at _____
4	Nature of Firm of Proprietor/Partner/Company	
5	Full Address of Registered Office (With PIN Code)	
	Telephone No	
	Mobile No	
	FAX No	
	E-Mail ID	
6	Full Address of Branch Office (If Any)	
7	Name, Telephone No/Mobile No/E-Mail ID of Authorized Officer/Person to Co-Ordinate with the office	
8	PAN Card No. (Attach copy of the PAN)	
9	GST Registration No. (Enclose copy of the certificate)	
10	ESI Registration No. (Enclose copy of the Certificate)	
11	EPF Registration No. (Enclose copy of the Certificate)	

12	PASARA License (Enclose copy of the certificate)	
13	Undertaking of not have been blacklisted by any Govt. / Autonomous bodies	
14	Average Annual Turnover(2022-23,2023- 24,2024-25	

Signature of Authorized Person
(With Seal)

Details of the Experience of the Bidder**ANNEXURE-III**

Sl No	Parameters	Remarks
1	Project Title	
2	Project Description	
3	Location	
4	Name of the Client	
5	Total Value of the Work Order	
6	No of Manpower Supplied	
7	Period of Services rendered by the Applicant(Start date and End date)	
8	Scope of Service	
9	Fees of the Applicant (In Indian Rupees)	
10	Present Status of the Assignment(Completed/Ongoing)	
11	Other Information relating to Project	
12	Copy of Appointment Letters and Completion Letter	

Note: The work order, Completion Certificate of the Project undertaken along with other relevant documents shall be attached with every project. Experience of only completed projects will be considered for valuation.

Signature of Authorized Person
(With Seal)

Financial turnover of the tendering Facility Management Service Provider for the last 3 (Three) financial years. (Balance Sheet / Certificate from Chartered Account to be enclosed)

Financial Year	Amount Turn over (Rs.)	Remarks, If any
2022-23		
2023-24		
2024-25		

Date:-
Place:-

Signature of Authorized Person
(With Seal)

Full Name:

Mobile No:

Email ID:

Financial Bid for Dhauli CFMS Project.							
Name of the Bidder:							
Tender No:							
SI No	Description	Quantity	Unit	Rate (Rs.)	Days	Estimated Amount/Month (Rs.)	Quoted rate
1	Manpower Requirement						
a	Facility Manager (Highly Skilled)	1	Nos.	₹ 612.00	30	₹ 18,360.00	
b	Supervisor (Multi Purpose) (Semi-Skilled)	3	Nos.	₹ 512.00	30	₹ 46,080.00	
c	Ticket Booking Assistant (Skilled)	6	Nos.	₹ 562.00	30	₹ 1,01,160.00	
d	Plumber (Skilled)	1	Nos.	₹ 562.00	30	₹ 16,860.00	
e	Sweeper (Unskilled)	22	Nos.	₹ 462.00	30	₹ 3,04,920.00	
f	Security Guard (Semi-Skilled)	24	Nos.	₹ 512.00	30	₹ 3,68,640.00	
g	Security Supervisor (Skilled)	1	Nos.	₹ 562.00	30	₹ 16,860.00	
h	Gardener (Unskilled)	4	Nos.	₹ 462.00	30	₹ 55,440.00	
i	Helper (Semi-Skilled)	2	Nos.	₹ 512.00	30	₹ 30,720.00	
	Total of Minimum Wage (A)	64				₹ 9,59,040.00	
2	EPF @ 13% on Minimum Wage-A					₹ 1,24,675.20	
3	ESI @ 3.25% on Minimum Wage-A					₹ 31,168.80	
4	Total Gross Wage (B)					₹ 11,14,884.00	
5	Necessary machinery, phenyl, Pocha, wiper Wheelbarrow & Jhadu and Other T & P@ 10% (Fixed by TIA) on Gross Wage-B					₹ 1,11,488.40	
6	Supply of 01 nos LCV (Including 1 Driver, 1 Loader, fuel)	1	Nos.	₹ 62,500.00		₹ 62,500.00	
7	Contractor profit @ 3.85 to 7% (To be Quoted by the Bidder) on Gross Wage-B	_____ %				₹ 78,041.88	
8	Total Cost/Month for FM Services (C)					₹ 13,66,914.28	

Notes:

1) The above-mentioned rates are exclusive of GST, and GST will be paid extra as per the prevailing laws.

2) The bids with “Nil” will be treated as “non-responsive”. The service charge should not be quoted

or nil will be rejected. Hence, the minimum rate of Service charges shall be 3.85% as per GoO guideline.

- 3) The take home remuneration/wage for the persons deployed should no case be less than the minimum remuneration/wage fixed/notified by the Govt. of Odisha, LabourDepartment.
- 4) Wrong Computation of Bid will attract bid disqualification.

ANNEXURE-VI

Sl. No.	Name of client Address & telephone	Facility Management services provided		Amount of Contract (Rs. Lacs) Annual	Duration of contract	
		Type of Facility Management provided	No		From	To

Additional information if any (Attach separate sheet if required)

Date:

Signature of Authorized Person
(With Seal)

Place:

Full Name:

Mobile No:

Email ID: