



DELHI METRO RAIL CORPORATION LIMITED

**SUPPLY OF SECURITY PERSONNEL FOR CORPORATE OFFICE AT METRO
BHAWAN, OTHER OFFICES AND PERMISES OF DMRC**

(TENDER NO.: SEC/2011)

TENDER DOCUMENT

**VOLUME 2
BILL OF QUANTITIES (BOQ)
FORM OF TENDER**

(Issued to M/s.)

**DELHI METRO RAIL CORPORATION LTD.
3rd Floor, A-Wing, Metro Bhawan, Fire Brigade Lane,
Barakhamba Road, New Delhi –110 001**

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TENDERER'S FINANCIAL OFFER

A. BILL OF QUANTITIES:

Sl No.	Description	Minimum wages	Gun Allowance	Relieving charges	Sub total	PF @ 13.61%	ESI @ 4.75%	Service charge	total	Net amount
1.	S. Guards	6084	N.A.	1014	7098	966.03	337.15			
2.	Gunman	7410		1235		1176.58	410.63			
3.	Supervisor	7410	N.A.	N.A.	7410	1008.50	351.97			

S.No.	SPECIFICATION	NUMBER OF PERSONS	RATE/PERSON	TOTAL
1.	SECURITY GUARDS	200		
2.	GUNMEN	20		

3.	SUPERVISORS	3		
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TOTAL (IN INR) =

The quoted amount **does not include Service Tax** which can be claimed as per existing rates.

SIGNATURE OF THE TENDERER WITH SEAL

B. NOTES:

1. The Bill of Quantities shall be read in conjunction with Notice Inviting Tender (NIT), Instructions To Tenderers (ITT) General Conditions of Contract (GCC) and other provisions of the tender document.
2. The tenderer has to quote percentage above the BOQ amount and also compute the total quoted amount. The quoted percentage and amounts should be filled both in figures and words. If any discrepancy is noticed between the two, then the amount written in words shall be considered final. Also, if any discrepancy is noted between quoted percentage/rate and amount, the quoted percentage/rate shall be taken as final and amount will be accordingly corrected.
3. The quoted rates / amounts are for complete items in all respect. It will be deemed to include all incidental charges, supervision, uniforms, transport, contractor's profit and establishment / overheads, all risks & insurance liabilities, compliance of labour laws and other obligations set out or implied in the contract.
4. The Tenderers quoted rates / amounts are inclusive of all taxes, statutory contributions etc. **except Service Tax** which will be paid by DMRC on actual against documentary proof based on tax invoices raised by the tenderer.
5. The duty hours of the staff deployed will be 8 hrs / day. If duty time exceeds 8 hrs, overtime charges will be paid on prorated basis to be worked out on the basis of minimum wage enhanced by contractors quoted percentage.

6. No escalation will be payable on the quoted price. However, for the purpose of payment to contractor, minimum wages for item 1.1, 1.2 and 1.3 will be taken as the rates prevailing in the concerned month notified by government of NCT of Delhi from time to time notwithstanding the rates mentioned in the BOQ above. The amount of statutory contributions e.g. PF, ESI & Bonus will also be suitably computed as per prevailing rates. The contractor will be paid total of minimum wages, PF contribution, ESI contribution and Bonus enhanced with the quoted percentage. Bonus will not be paid in monthly RA bills but the total amount bonus will be paid once in a year to be decided by the Officer-in-charge. The contractor has to pay at least minimum wages and other statutory contributions / payments to the manpower and maintain necessary records prescribed in the statutes and/or as directed by the Officer-in-charge. Before, release of each RA bills / Final bill, the contractor has to produce the records and documentary proof of payments and statutory contributions up to the previous month.
7. All columns in the Bill of Quantities shall be filled in indelible ink and the total tender amount shown in the bottom. The person authorized to sign on behalf of the tenderer shall sign in full with company seal and date.
8. Income Tax and other statutory deductions as applicable will be deducted from every RA bill till completion of work.

C. FORM OF TENDER

Name of Work : *Consultancy Services Supply of Security Personnel for Corporate Office at Metro Bhawan, other offices and premises of DMRC*

To,

The Managing Director,

Delhi Metro Rail Corporation Limited,

8th floor, Metro Bhawan,

Fire Brigade Lane, Barakhamba Road,

New Delhi –110 001

1. Having visited the work place and examined the Terms & Conditions of contract specified in the tender document addend thereof, we the undersigned, offer to do the manpower supply job therein in conformity with the said terms and conditions for the sum of Rs. (Rupees.....) (amount in figures and words) for *'Supply of Security Personnel for corporate office at Metro Bhawan, other offices and premises of DMRC'*.
2. We undertake, if our Tender is accepted, to commence providing Security Personnel from the date contained in the Employer/Officer-in-Charge's order to commence the work and to continue with the work during the contract period of Two years.
3. If our Tender is accepted, we agree that our tender security (EMD) submitted with tender may be adjusted by the Employer against *Performance Security* for the due performance of the contract in accordance with Clause 4.8 of the General Conditions of the Contract.
4. We agree to abide by this Tender for a minimum period of 90 days from the last date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiry of that period or any extended period mutually agreed to.
5. Unless and until a formal Agreement is prepared and executed, this Tender, together with your written acceptance thereof, shall constitute a binding contract between us.
6. We declare and confirm that (i) we have not been blacklisted or deregistered by any central / state government department or public sector undertaking and none of our works had ever been terminated by client after award of contract, during last 10 years; and (ii) no agent, middleman or any intermediary has been, or will be engaged to provide any services, or any other item of work related to the award and performance of this Contract. We acknowledge the right of the Employer, if he finds to the contrary, to declare our Tender to be non-compliant and if the Contract has been awarded to declare the Contract null and void.
7. We understand that you are not bound to accept the lowest or any tender you may receive.
8. If our Tender is accepted we understand that we are to be held solely responsible for the due performance of the Contract.

Dated this.....day of.....2011

Signature

Name..... in the capacity of

duly authorized to sign Tenders for and on behalf of.....

Address

Witness :

Signature :.....

Name :.....

Address :.....

TENDERER'S FINANCIAL OFFER

A. BILL OF QUANTITIES :

S. No.	Description	Unit	Qty	Rate (minimum statutory requirement) (in Rupees)					Amount (in Rupees)
				Minimum	PF (13.61%)	ESI (4.75%)	Bonus (8.33%)	Total	
1.0	Supply of manpower of different categories for <i>one calendar month</i> as per terms & conditions of the contract :								
1.1	Office Boys / Field helpers	No.	70	3953.0	538.0	188	329.0	5008.00	350560.00
1.2	Drivers (Light Motor Vehicle)	No.	12	4377.0	596.0	208	365.0	5546.00	66552.00
1.3	Drivers (Heavy Motor Vehicle)	No.	10	4377.0	596.0	208	365.0	5546.00	55460.00
1.4	CAD Operator	No.	2	12000.0	0.0	0.0	1000.0	13000.0	26,000.00
1.5	Surveyor	No.	1	12000.0	0.0	0.0	1000.0	13000.0	13,000.00
TOTAL AMOUNT (per month) :									511572.00
TOTAL BOQ AMOUNT (for contract period of 12 months) :						6138864.00			
TENDERER'S QUOTED PERCENTAGE : (%age above the BOQ amount of Rs.6138864.00)						Figures :			
						Words :			
TENDERER'S QUOTED AMOUNT :						Figures :			
						Words :			

* The quoted percentage / amount **do not include Service Tax** which will be reimbursed by DMRC.

(SIGNATURE OF THE TENDERER WITH SEAL)