

Detailed Terms & Conditions and Scope of work

1. General

National Automotive Test Tracks (NATRAX) is an Automotive Testing & Certification Centre under Automotive Board (NAB) which is an autonomous body constituted by Ministry of Heavy Industries, Government of India. NATRAX has been set up on approx. 3000 acres of land for comprehensive testing and evaluation of all types of automobiles, near Pithampur, Dist. Dhar, Madhya Pradesh, India.

NATRAX invited quotations/bids through Limited tender for hiring of labour services (as and when required basis) from the local agency, as per the terms & conditions mentioned in this tender document.

2. Preparation & Submission of Bids: The Quotations/bids should be submitted in password protected pdf file through email on the below given email IDs and password should be shared only after written request from NATRAX.

a.prabhakar@natrip.in; anuj.kumar@natrip.in & je.procurement@natrax.in

Or

May be submitted in sealed envelope at NATRAX HQ.

The unprotected/opened quotations shall not be accepted. Bidders are also requested do not share the passwords until called by NATRAX.

Last date and time for submission of bids/quotation: 1500 Hrs on 21st Oct 2024 the quotations/bids shall be opened on same day.

Estimated cost= **Rs. 5.80 Lakh**

3. Minimum Eligibility Criteria (MEC):

The MEC of the limited tender could be as under:

I. Legal valid entity

- i. Firm Registration certificate
- ii. PF & ESIC registration of Madhya Pradesh
- iii. GST registration

II. **Annual Turnover** – Average annual turnover for last 3 Financial Years (FY) should not be less than 5 lakhs.

III. **Work Experience-** (Copy of work order or completion certificate in last 3 Financial Years (FY))–

- Minimum 1 order from Government organizations / reputed private companies located in Pithampur / Dhar/Mhow for labour supply for 80% of the estimate value OR
- Minimum 2 orders from Government organizations / reputed private companies located in Pithampur / Dhar/ Mhow for labour supply for 50% of the estimate value OR
- Minimum 3 orders from Government organizations / reputed private companies located in Pithampur / Dhar/ Mhow for labour supply for 40% of the estimate value

The documents in support of above MECs shall be mandatory to be attached with the quotation.

IV. Bidder should have office in Pithampur/Dhar/ Mhow only.

Bidders not submitted /fulfil above MEC (I to IV) along with supporting documents shall be disqualified and rejected.



Anuj

Bidders are advised to use the format given in this document for quoting the rates.

4. Terms and conditions

- i. **Scope of work:** Providing Manpower/labour services as and when required at NATRAX, ON DAILY BASIS OR MONTHLY BASIS.
- ii. **Payment:** The Payment of the actual utilization of labour shall be released on completion of respective month and submission of original invoice with all supporting documents like PF deposited slip, ESI deposited slip etc, within 15 days from the date of submission of details as above.
The GST shall be reimbursed on actual basis.
- iii. **Validity of contract:** the contract shall be valid for 3 months from the date of start (however the deployment of labour shall be purely on as and when required basis).
- iv. **Requirement:** the service provider should undertake to provide the labour as and when required on per day minimum wages basis.
- v. **Labour rates:** the rates of labour should be based on central minimum wages act including PF, ESI, over & above these minimum charges the agency should quote their rates. The quoted amount against the tender should be inclusive of GST/Taxes.

5. Format for Rates

Particular	Base	Skilled labour	Semi-Skilled labour	Un-skilled labour
Per day minimum wage		739.00	614.00	526.00
Minimum wage per month (26 days)	8 hrs per day	19,214.00	15,964.00	13,676.00
PF	13%	2,497.82	2,075.32	1,777.88
ESI/WC	3.25%	624.46	518.83	444.47
Subtotal without Agency charges (A)		22,336.28	18,558.15	15,898.35
Agency Charges (B) (Bidder has to quote)				
Subtotal without GST (A+B)				
GST "C"	18%			
Total per month per labour (A+B+C)				
Number of Labour		2	1	6
Total amount				
Contract Amount per month				
Contract period		3		
Total contract amount			-	

Note: The above contract amount is for reference only, however the final contract value shall be calculated based on actual utilization.

Signature of Bidder



Munish