

ODISHA STATE ROAD TRANSPORT CORPORATION : BHUBANESWAR:

PARIBAHAN BHAWAN ASHOK NAGAR , BHUBANESWAR:

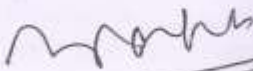
TENDER NOTICE NO...10.6.72 118/18

Sealed Tenders are invited from reputed Outsourcing Agencies/Firms having experience of at least five years (in proving Computer Programmers to the reputed (Companies/ Undertakings) for supply of two Computer Programmers to the OSRTC.

Cost of Tender Paper:- - Rs.500.00 .
Issue of Tender Paper:- - 05.08.2018 to 16.08.2018
Last date of Submission of Tender:- 3.00 P.M. on 16.08.2018
Opening of Tender:- - 4.00 P.M. on 16.08.2018
Earnest Money Deposit:- - Rs.10,000/-

OSRTC reserves it's right to change/ cancel the tender without assigning any reason thereof.

For details , please visit www.osrtc.in or the Corporate Office,Paribahan Bhawan, Bhubaneswar.


General Manager(Admin.)
OSRTC, Bhubaneswar.
21.7.18
24/7/18

ODISHA STATE ROAD TRANSPORT CORPORATION:BHUBANESWAR:

TENDER NOTICE NO. 10672 DT 1/8/18

Tender for providing two Computer Programmer.

Sealed tenders are invited from reputed registered service provider Agencies/Firms having experience of at least five years prior to 01.08.2018 to the different corporate base/Corporate firms) for providing two computer programmer to OSRTC for the year 2018-19.

The agencies/firms having valid registration certificate ,Income Tax Clearance Certificate, Labour License, EPF registration and code of R.P.F.C ESI Service Tax Registration and work experience are eligible to apply.

- a. Non- transferable tender documents will be available from office of he OSRTC Hrs. on payment of Rs.500/- (Rupees five hundred)only payable in shape of Cash. Crossed Demand draft of any scheduled bank having branch at Bhubaneswar drawn in favour of Accounts Officer., OSRTC., Bhubaneswar, Odisha., This tender documents can also be browsed and downloaded from OSRTC website www.osrtc.in.The downloaded bid documents can be used, provided it is accompanied with a crossed demand draft towards cost of the tender documents. Tenderer interested to receive tender documents by Registered post should pay additional mount of Rs..100/- (Rupees one hundred) only .However, OSRTC will not be responsible for postal delays in delivery of the documents.
- b. The Tender papers should be submitted after due compliance with guidelines given in the tender documents. The Tender papers submitted incomplete shall be rejected outright.
- c. The filled in sealed tender paper shall be submitted in the Corporate office of the OSRTC., Bhubaneswar by Registered post Speed post or dropped in the tender box. Tender papers received after due date and time shall not be entertained. Tender offer must be accompanied with the EMD value of Rs.10,000/- (Rupees Ten thousand)only in shape of bank draft drawn in favour of Accounts officer., OSRTC payable at Bhubaneswar.

- d. The Tender papers will be available for sale in the Corporate office of the OSRTC, between 11.00 A.M. to 4.00P.M. on working days from 5.8.2018 to 16.08.2018 .The sealed tenders will be received till 3.00P.M. on 16.8.2018 in office of the OSRTC .The bid will be opened on 16.08.2018 at 4.00 P.M. Tenderer or their authorized representatives if any, are requested to remain present at the time of opening of tender.
- e. OSRTC reserves the right to cancel any or all tenders without assigning any reasons hereof.

1. GENERAL TERMS AND CODITIONS

The rate should be quoted strictly in the proforma as per Annexure-II .Quoting in any other proforma or elsewhere will not be entertained. Tender should be submitted in one envelop superscribed" Tender for providing computer programmer" .The tender should be submitted in the tender box placed at the address mentioned below not later than 3,00 P.M. on 16.8.18 alongwith following documents(Annexure-I)

- 1) Service tax registration certificate
- 2) Company's Registration certificate
- 3) ESI Registration certificate
- 4) Income tax clearance certificate
- 5) Last 5 years experience
- 6) Profile of the persons under the company and their Bio-date with photographs.
- 7) Last 3years audited statement from Chartered Accountant.
- 8) EPF Code No.
- 9) Original Money receipt of the tender incase of cash deposit
- 10) Labour registration Certificate from Govt.
- 11) E.M.D. in shape of D.D/B.D. amounting to Rs.10,000/-

Address:- Accounts Officer, Odisha State Road Transport Corporation Paribahan Bhawan, Old bus stand, Ashok Nagar, Bhubaneswar-751009.

2. Security deposit:-

- a) The successful bidder has to deposit Rs.20,000/- (Rupees Twenty thousand) only per Computer programmer towards security deposit with OSRTC .In case of non fulfillment of the contract, the security

deposit will be forfeited .No interest shall be paid on the security deposit.

- b) The Tenderer shall enclose with the tender application a demand drat of Rs.10,000/-(Rupees ten thousand)only towards EMD drawn on any Nationalized Bank in favour of OSRTC payable at Bhubaneswar.
- c) The E.M.D. of unsuccessful bidders will be refunded after tender process is over.
- d)

3.0. Period of contract:-

3.1 The initial period of contract shall be for one year from the date of agreement. On successful completion of the Contract, the contract period may be extended subject to satisfactory performance and on mutual consent. However, no right is accrued infavour of the successful tender to claim any right of extension automatically.

3.2. Termination of contract:-

OSRTC reserves the right to terminate the contract without assigning any reasons thereof at any time during contract period by giving 30 days notice. In case of failure by the agent to fulfill his contractual obligation o r the performance of the personnel are not satisfactory ,the OSRTC reserves the right to disengage the personnel, cancel the contract and the security deposit shall be forfeited in addition to any additional liability on the agent towards risk and cost .No payment should be made to the agent or to the concerned personnel's for the disengagement period.

4. Wages and Statutory dues:-

- a) The agent should maintain proper records of his employees. The attendance and payment made to them. Such records should be made available to OSRTC for scrutiny every month. The agency shall be responsible for all sorts of statutory payments to the staff employed by him.
- c) The rates of the computer programmer shall not be less than the rates consolidated amount of remuneration prescribed by the Govt. from time to time as and when implemented in OSRTC.

5.0 The telephone communication round the clock with the agency should be ensures so that he can be contracted at any time.

5.1. The agency shall be responsible for proper behavior of all the persons employed by him. The agency shall be bound to prohibited and prevent any of their employees from being intoxicated while on duty trespassing or acting detrimental or prejudice to the interest of the corporation. The decision of the officer in charge OSRTC upon any matter arising under the clause shall be final and binding on their agency.

5.2. The agency shall be responsible to provide to computer programmer and such other duties in connection with the computer and other activities incidental thereto as and when entrusted to them.

5.3 The agent shall comply all statutory provision of law and keep OSRTC informed regarding any amendment of law made from time to time and financial implication arising there from. However OSRTC is not bound to accept such enhancement /condition.

5.4. Agent shall comply with all relevant rules and regulations of Act applicable at present and to be enforced from time to time,

5.5. The computer programmer to be developed shall have to be covered under EPF Act with an EPFA/c Number.

5.6. Employment liability

a) The concerned service providing agency shall be solely and exclusively responsible for engaging their personnel. The OSRTC will have no liability what so ever regarding such employees. The agency shall indemnify OSRTC against all loss or damages. The agency shall make regular and full payment of all wags to its workers/employees.

b) The successful bidder/agency at it own cost and expenses shall provide well behaved smart and trained persons preferably within the age group of 18 to 40 years to perform the works/duties in the corporate office/zones allotted to them by the competent authority of OSRT

7.0. Execution of agreement:-

The successful bidder has to execute an agreement stipulating the terms and conditions ~~enclosed with the tender paper~~ with OSRTC in non judicial stamp paper after depositing the required security deposit within 10 days of issue of the order.

08. Payment of bills:-

Bills will be paid on monthly basis. Bills for a particular month shall be submitted in duplicate within first week of the succeeding month. Payment will be released subject to certificate given by the officer-in-charge tax, if any shall be deducted at source as per the Act.

0.9. SCOPE OF WORK:-

1. To provide the service for development of soft wares, financial accounting.
3. To take responsibility for the technical soundness of the soft wares developed,
3. To train personnel required from time to time.
4. Other arrangement entrusted from time to time.
5. To work by coordinating with the system analysis Sr. Manager (MIS) M/s OSRTC in developing the soft wares as and when required.

10. Right of acceptance or rejection of tenderers

OSRTC reserves the right to:-

- a) Accept/Reject any of the tender in full or part thereof.
- b) Revise the requirement at the time of placing the order.
- c) Add, modify relax or waive any of the conditions stipulated in the tender specification wherever deemed necessary.
- d) Reject any or all the tenders in part or full without assigning any reasons thereof.
- e) Award contracts one or more bidders for the items/covered by the tender.

The terms is liable to be rejected on the following grounds.

- a) If it is not in conformity with the instructions mentioned in the tender papers
- b) If it is not properly signed by the bidder.
- c) If it is received by telex or telegram
- d) If it is received after the expiry of the due date and time.
- e) If it is not enclosed with the money receipt /D.D
- f) If it is not accompanied by the requisite EMD and proper document.
- g) If it is conditional tender

11. Arbitration:-

In the event of any dispute arising out of the contract the same shall be referred to the Chairman-cum-Managing Director, OSRTC Bhubaneswar for taking final decision. The decision of the C.,M.D., OSRTC shall be final and binding. If the tenderer feel aggrieved by such decision, he may request the C.M.D., OSRTC for appointment of an Arbitrator. The Arbitrator shall only be appointed by OSRTC. The arbitrator so appointed shall adjudicate the dispute by giving due notice to the parties. The award of the Arbitrator shall be final and finding. The venue of the arbitration will be at Bhubaneswar. The cost of such arbitration shall be shared jointly.


21.7.18
GENERAL MANAGER(Adm)

List of documents to be submitted

CHECK LIST

Sl. No.	Documents to be submitted	Submitted	Not submitted	Remarks
1.	Copy of Registration of the firms with Govt. dept.			
2.	Service Tax registration certificate			
3.	ESI Registration certificate			
4.	Income Tax clearance certificate			
5.	Copy of Income Tax, Registration certificate, PAN card			
6.	Proof of experience (last 5 years)			
7.	Profiles of the persons under the company & their bio-date			
8.	Last 3 years audited statement from Chartered Accountant			
9.	EPF Code No.			
10.	Original M.R of the tender paper cost.			
11.	Labour Registration certificate from Govt.			
12.	EMD in shape of DD/BD amounting to Rs.10,000/-			
13.	List of clients & proof of satisfactory service,			

14	Copy of the code NO./Returns slip as supplied by the RPFC as per Sec.47 of the EPF scheme 1952			
15.	Copy of last return furnished to ESI under Sec.44 of ESI Act 98.			
16.	Rage quoted not less than the remuneration fixed by Govt. of Orissa			
17.	Certificate of compliance with all the statutory provisions.			

Signature of Bidder
(Seal)

FINANCIAL BID

ANNEXURE-II

For providing Computer Programmer to OSRTC.

1.Name of the Service provider

2.Rate per person per month(8 hours per day)inclusive of all statutory liabilities taxes levies cess etc.

Monthly rate per person

Sl. No	Manpower type	Take home remuneration	EPF	ESI	Other statutory dues if any.	Service charges	Service Tax	Total person
01	Computer Programmer.							

- Minimum take home remuneration per person should not be less than minimum remuneration as per the provision and rules of Govt. from time to time as and when implemented by OSRTC.

Signature of authorized Person

Full name

Date

Place

Seal

Notes:-

1. The total rates quoted by the tendering agency should be inclusive of all statutory/taxation liabilities in force at the time of entering in to the contract.
2. The payment shall be made on conclusion of the calendar month only .Non performance of duty shall entail "No Work No Pay"