

Bid Document

| Bid Details | |
|--|---|
| Bid End Date/Time | 25-01-2019 09:00:00 |
| Bid Life Cycle (From Publish Date) | 90 (Days) |
| Bid Offer Validity (From End Date) | 30 (Days) |
| Ministry/State Name | Ministry Of Electronics And Information Technology |
| Department Name | Na |
| Organisation Name | Standardisation Testing And Quality Cerification (stqc) |
| Office Name | Stqc |
| Item Category | Human Resource Outsourcing Service |
| Contract Period | 12 Month(s) |
| Project Experience Required | No |
| MSE Exemption For Years Of Experience And Turnover | No |

Human Resource Outsourcing Service (3)

Technical Specifications

| Specification | Values |
|--------------------------------|--|
| Category of Service | Administrative Operator or Office Assistant or Executive Assistant |
| Experience (in Years) | 0-3 |
| Number Of Working Days in Week | 5 |
| Qualifications | Graduate Degree |

Consignees/Reporting Officer and Quantity

| S.No. | Consignee/Reporting Officer | Address | Number of Resources of above mentioned technical specification | Additional Requirement |
|-------|-----------------------------|----------------------------|--|------------------------|
| 1 | K.K.Simon | 110003,Electronics Niketan | 3 | • Minimum Wage |

| | | | | |
|--|--|----------------------------|--|---|
| | | 6, CGO Complex, Lodi Road, | | Per Day (Including ESI,PF,ELDI, PF Admin Charge,other components) in INR Exclusive of GST : 836.03 • Number of Service Days in a Month : 22 |
|--|--|----------------------------|--|---|

EMD Detail

| | |
|----------|----|
| Required | No |
|----------|----|

ePBG Detail

| | |
|----------|----|
| Required | No |
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Splitting

Bid splitting not applied.

Buyer Specific Additional Terms and Conditions

- 1. Scope of Service (Bid price to include all cost components) :** Scope of Work and Service along with obligations mentioned in the Service Level Agreement of the Service
- 2. Minimum Average Turn Over of OEM of offered product (in crore Rs.) of last three financial years in specific to the Service : 1**
- 3.** The bidder must have at least three years experience (ending month of March prior to the bid opening) of providing similar type of services to Central/State Government/PSUs/Nationalised Banks/Reputed Organisations. Services rendered with list of such Central/State/PSUs/Nationalised Banks/Reputed Organisations with duration of service shall be furnished. (Seller to upload relevant document as part of bid submission. Buyer will verify the documents submitted by seller.)

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

---Thank You---