

टेलीफोन (020) 25533388 (विस्तार:408)

ई मेल : [pune@air.org.in](mailto:pune@air.org.in)

सं.- पी.एन.ई 1 (2)/2019 -20/ई/ignou/ 1130

दिनांक : 28.02.2020

प्रति To,

for uploading enquiry on website [http:// prasarbharati.gov.in/admin1/](http://prasarbharati.gov.in/admin1/)

**विषय Sub:** : Operation and maintenance of IGNOU 10KW FM Transmitter , Cleaning and up keeping of IGNOU Transmitter technical and surrounding area at IGNOU FM Centre, Sinhagad

महोदय,

यह कार्यालय उपरोक्त विषय हेतु और अगले पृष्ठ पर निर्देशित शर्तों के अनुसार मुहरबंद निविदा आमंत्रित कर रहा है | This office is interested in the work as per specifications given below and invites your quotation as per terms and conditions on the reverse.

निविदा मुहरबंद लिफाफे में निम्नलिखित पते पर 18/3/2020 के 1500 बजे तक पहुंचने चाहिये, पता - उपमहानिदेशक( अ), प्रसार भारती , आकाशवाणी शिवाजीनगर, पुणे 411005

The quotation should be sent in Sealed Cover addressed to The Dy. Director General (E), Prasar Bharati, All India Radio, Shivajinagar, Pune : 411 005 so as to reach on or before 1500 Hrs of 18/03/2020 **The quotation should be submitted only in the format as given below on your official letter head. If it is not in the given format same will be rejected.**

मुहरबंद लिफाफे पर उपरोक्त विषय तथा संदर्भ का उल्लेख करें | The cover should be Super-scribed with the following details:- A) Enquiry Reference No B) Work for which quotation is invited

यह निविदा दिनांक 18 मार्च 2020 को दोपहर 1505 बजे खोली जायेगी | The quotation will be opened in the Office on 18 March 2020 at 1505 Hrs.

No.	Description of work	Component of wages as per Central Government minimum wages Act	Amount per month *
1	Operation and maintenance of IGNOU 10 KW FM- Transmitter & other associated equipments in 2 shifts by skilled persons at IGNOU FM Centre Sinhagad, AIR, Pune - 1 Job ( Total 2 skilled persons )	1. Basic Wage	
		2. Special Allowance VDA	
		3.EPF @ 13% ( 3.67 % EPF, 8.33% EPS, 0.5%EDLI & 0.5% Admin charges ) on Basic Wage + VDA	
		4. ESI- 3.25% on Basic Wage + VDA	
		5. Sub Total	
		6. Relieving Charges . 1/6 <sup>th</sup> of Sr No. 5.	
		7. Total of Sr.No.5 + Sr.No.6	
		8 Agency service charges	
		9. GST @ 18%	
		10. Grand Total	

No.	Description of work	Component of wages as per Central Government minimum wages Act	Amount per month *
2	1 (one) unskilled person for Cleaning & upkeeping of IGNOU 10 KW FM-Transmitter technical area & surrounding area at IGNOU FM Centre Sinhagad, AIR, Pune - 1 Job	1. Basic Wage	
		2. Special Allowance VDA	
		3.EPF @ 13% ( 3.67 % EPF, 8.33% EPS, 0.5%EDLI & 0.5% Admin charges ) on Basic Wage + VDA	
		4. ESI- 3.25% on Basic Wage + VDA	
		5. Sub total	
		6. Relieving charges 1/6 <sup>th</sup> of Sr. No. 5	
		7. Total of Sr.No. 5 + Sr No.6	
		8 Agency service charges	
		9.. GST @ 18%	
		10. Grand Total	

- Month means 26 working days

(कोटेशन की Validity March 2021 तक होनी चाहिए)

- (एजेंसी को केन्द्र सरकार के प्रासंगिक मौजूदा श्रम कानून के नियमों का पालन करना होगा। The agency has to follow relevant existing labour laws and rules of Central Govt.)

भवदीय Yours faithfully,

*Juneer*  
28/02/2020

सहायक अभियंता ASSISTANT ENGINEER  
कृते उपमहानिदेशक (अ ) for DY. DIRECTOR GENERAL (E)

अगले पृष्ठ पर ..3-



**नियम और शर्तें TERMS AND CONDITIONS**  
**(पूछताछ के लिए) सामग्री / कार्य ( for Enquiry (Material / Work)**

1. Agencies having valid registration of EPF and ESI can only apply . Photocopies of the registration should be given with the quotation.
2. निविदा 31 मार्च 2021 तक वैध होनी चाहिए। The quotation should be valid upto March 2021.

3. अधोहस्ताक्षर किसी एक या सभी कोटेशन खारिज करने का अधिकार सुरक्षित रखते हैं। कारणों को ऐसी पार्टी को सूचित नहीं किया जाएगा।  
The undersigned reserves the right of rejecting any or all quotations, Reasons will not be communicated to such party.

4. The payment would be made on monthly basis after the close of each month against the invoice of the contractor. The monthly bill for the above said contract shall be submitted by the contractor by 7<sup>th</sup> of following month and payment shall be released upon satisfactory performance by the end of the month after adjusting any cost borne by AIR, Pune due to any reasons, any damage caused by the contractor or his employee, down time, etc as applicable. The payment for the preceding month shall be made on succeeding month on submission of the following documents i) Photocopies of Wages Payment Sheet for the previous month duly signed by individuals. ii). Photocopies of bank challans of previous month for the amount deposited in the bank for ESI & PF along with certificate iii) Certificate in regard to payment made in accordance with the latest minimum Rates of Wages as fixed from time to time as per State Govt or Central Govt. whichever is higher should be produced by the Contractor in the format given. iv) The contractor will furnish every month a certificate to the effect that all statutory obligation/requirements have been complied with in regard to wages, contribution to PF/ESI/ etc to their manpower & AIR Pune will not assume any responsibility thereto ( specimen given )

5. निविदा की स्वीकृति दरें वैधता अवधि के दौरान बनाई रखनी होगी | The rates on acceptance of quotation must be maintained throughout the validity period.

6. एजेंसी मानवशक्ति तैनात करने के लिए संबंधित सभी कानूनी मामलों के लिए जिम्मेदार होगी | एजेंसी इस कार्यालय में कर्तव्यों का निर्वहन करते हुए किसी भी स्थिति में इस कार्यालय में उनके द्वारा तैनात व्यक्ति के लिए किए गये किसी भी मुआवजे के लिए पूरी तरह जिम्मेदार होगी | उन से संबंधित किसी भी कानूनी मामले के लिए एजेंसी जिम्मेदार होगी | The agency will be responsible for all legal matters related to manpower deployed. The agency will be fully responsible for any compensation to be made to a person deployed by him in this office in any eventuality while discharging the duties in this office. Agency will also be responsible for any legal matter related to manpower.

7. एजेंसी को भारत सरकार के प्रासंगिक मौजूदा श्रम कानून के नियमों का पालन करना होगा | The agency has to follow relevant existing labour laws and rules of Govt. of India.

8. एजेंसी द्वारा निष्पादित कार्य की गुणवत्ता और काम के लिए तैनात किए गए व्यक्तियों का व्यवहार प्राधिकारी को स्वीकार्य होना चाहिए। अगर किसी भी व्यक्ति को, अनुपयुक्त पाया जायेगा तो उसे एजेंसी द्वारा बदला जाएगा। The work executed by the agency should be acceptable to authority as far as work quality and behavior of persons deployed for the work. If any person is found unsuitable, he will be replaced by the agency.

9. उपरोक्त कार्य के स्वरूप या मात्रा को अगर बदलने की संभावना होगी तो वास्तविक कार्य की आवश्यकता के अनुसार कार्य आदेश दिया जाएगा। If the Quantity & scope of job as mentioned above is likely to change, the order will be placed as per actual work requirement.

10. कार्य आवंटित होने पर तुरंत शुरू किया जाना चाहिए | Works, when allotted must be started immediately .

11. माल और श्रमिक की सुरक्षा, एजेंसी की जिम्मेदारी है। The safety of material and labour is the sole responsibility of the agency.

12. एजेंसी तथा उसके कर्मियों को सभी सुरक्षा मानकों का पालन करना होगा। The agency & its manpower must follow all the safety standards.

13. आप आकाशवाणी के परिसर में निर्माण के लिए लगे हुए मजदूरों / दिहाड़ी श्रमिकों के सभी मामलों के लिए पूरी तरह जिम्मेदार हैं | उनके वेतन, बीमा- (ESI), सुरक्षा, कर्मचारी भविष्य निधि और अन्य चीजों को न्यूनतम मजदूरी अधिनियम / श्रम कानूनों में प्रावधान के अनुसार एजेंसी ने पालन करना चाहिए .ऑल इंडिया रेडियो, पुणे इस संबंध में कोई जिम्मेदारी नहीं लेगा | You are entirely responsible for all matters of labours / daily wages workers engaged for works in the premises of All India Radio Pune. Their pay, insurance ESIS, safety ,employees provident fund and other things etc. should be according to the provision in the Minimum Wages Act./ Labour laws in force & applicable time to time. All India Radio, Pune will not take any responsibility in this regard .

14. एजेंसी को सुरक्षा नियमों का कड़ाई से पालन करना होगा। अगर कोई अनहोनी घटना / एवं दुर्घटना के लिए और किसी भी कॉंपेंसेशन इस संबंध में एजेंसी जिम्मेदार होगी | The safety rules must followed strictly.. Agency is responsible for any accident/untoward incident occurs/ and any compensation in this regard

15. If a dispute arises out of or in connection with the contract, or in respect of any defined legal relationship associated therewith or derived there from, the parties agree to submit that dispute to arbitration under ICADR Arbitration Rules, 1996. The Authority to appoint the arbitrator(s) shall be the International Centre for Alternative dispute resolution. The International Center for Alternative Dispute Resolution will provide administrative services in accordance with the ICADR Arbitration Rules, 1996.

a) The number of arbitrator(s) shall be one who has legal as well as technical background. b) The place of arbitration proceedings shall be Pune

16. यदि लागू हो तो आयकर केवल काम के लिए निर्धारित दरों पर बिल से काटा जाएगा | (टीडीए) If applicable Income Tax (Only for works) will be deducted from your bill at prescribed rates (T.D.S.)

17. Minimum rate of wages to casual workers may be paid as per the rates prescribed by Prasar Bharati, Delhi's letter no. Misc-1/001(3)/2019-PBRB dated 06/06/2019. Further , wherever , minimum rates of wages fixed by the State Government are higher than the Central Government , the higher rates will be made applicable.

18. The age of the person deployed for the job shall not exceed 60 years.

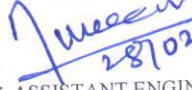
19. VDA will be paid as per the prevailing rates.

20. GST will be applicable as per the prevailing rates & rules.

21. PHOTO COPY OF (1) License Issued by the State/Central Labour Department under Contract Labour Act ( 2) ESI registration certificate (3) EPF registration certificate is to be attached with quotation. जीएसटी , पैन नंबर का उल्लेख निविदा में किया जाना चाहिए। GST No. PAN No. should be mentioned in the quotation.

22. एजेंसी को जनशक्ति के लिए ईएसआई, ईपीएफ के भुगतान के बारे में उपक्रम प्रस्तुत करना होगा जो उद्धरण के साथ काम के लिए प्रतिनियुक्त किया जाएगा या फिर कोटेशन को सरसरी तौर पर खारिज कर दिया जाएगा । The Agency must submit undertaking regarding payment of ESI, EPF to the manpower that will be deputed for the work alongwith the quotation or else quotation will be summarily rejected.

23. The successful bidder will have to furnish the performance security of 5% of annual value of the (contract) services in the form of Bank guarantee of any nationalized bank drawn in favour of DDO , All India Radio , Pune . The performance security should remain valid for the period of one year and must be submitted within 7 days of the confirmation of order.

  
28/02/2020  
सहायक अभियंता ASSISTANT ENGINEER  
कृते उपमहानिदेशक(अ) for DY. DIRECTOR GENERAL (E)



(On Company Letter Head )

Ref. No.

Date

To,  
The Deputy Director General (E),  
All India Radio,  
Shivajinagar,  
Pune 411 005.

CERTIFICATE

It is certified that all the dues of personnel deployed at AIR, Pune IGNOU FM TR, Sinhagad site, for the existing contract, have been paid upto \_\_\_\_\_, in accordance with the latest minimum rates of wages, as fixed by the Central Govt./Minimum Wages Act/ Central regulation order. All the statutory obligations/requirements have been complied with, in regards to payment of wages, contribution to EPF/ESI etc. and any other dues have been met and AIR, Pune will not assume any responsibility thereto. The Contract Labour (Regulation & Abolition ) Act, 1970 and (Central ) Rules, 1971 have also been complied with.

Further , certified that the consolidated monthly payment challans to ESI & PF authorities including the contributions deducted from all personnel deployed at AIR, Pune IGNOU FM TR Sinhagad site.

Regards

Signature  
(Name of the Concerned Person )

For & on behalf of ( Name of Company )  
Seal of the Company