

# Corrigendum-No. 01

## Tender Document for Engagement of Service Provider at different Units of Omfed

(The Tender Committee recommended to extend the Tender period up to 15th December 2023 and instructed to arrange another Pre bid meeting on 8.12.2023 at 3 P.M at Omfed Corporate office)

Particulars of query raised by Bidders participated in the Pre bid Meeting	Details of reply	Remarks/ Suggestion
i. Whether EMD cost will be deposited or Not If MSME/NSIC Certificate is available with the bidder.	<ul style="list-style-type: none"><li>Although the bidder have MSME or NSIC Certificate, the bidder has to deposit the EMD cost and Tender cost as per terms and conditions of the Tender Document.</li></ul>	
ii. Whether Bank statement will be provided for three years or One month since it differs as stated in page no. 22 & page no. 34.	<ul style="list-style-type: none"><li>Bank statement for only one month i.e Oct' 2023 is required to be submitted along with the Tender document.</li></ul>	
iii. Mode of Tender Bid Submission not clear whether by hand/ by Speed Post/ By courier or by Email.	<ul style="list-style-type: none"><li>The Tender Document should reach us before closing of Tender Box. The Tender document needs to be submitted by hand, or by Speed Post or by Courier.</li><li>This is to inform all concerned that, Omfed shall not be held responsible for delay in Postal towards receipt of Tender Document.</li><li><b>No Tender document shall be accepted through Email.</b></li></ul>	
iv. Whether the Bidders Turn Over shall be Average 50 Lakhs per year or Average of three years Turnover is 50 lakhs. Please clarify.	<ul style="list-style-type: none"><li>As per Terms and conditions of the Tender Document, the average annual turnover of the bidder for last 3 financial year ending 31<sup>st</sup> March'2023 shall be Rs.50.00 Lakhs.</li></ul>	
v. The GSTR-1 & 3B for Last (03) three months or Last One (01) quarters.	<ul style="list-style-type: none"><li>As per Terms and conditions of the Tender Document, the bidder has to submit the Last Quarter copy of GSTR-1 &amp; 3B in case of quarterly files i.e Quarter ending Sept'2023.</li><li>In case of monthly files, then it is required to furnish last three months. GSTR-1 &amp; 3B i.e for the month of July'23, Aug'23 &amp; Sept'23.</li></ul>	

<b>Particulars of query raised by Bidders participated in the Pre bid Meeting</b>	<b>Details of reply</b>	<b>Remarks/ Suggestion</b>
vi. Whether the tender document needs to be signed and seal and signature is required along with name or Not?	<ul style="list-style-type: none"> <li>It is Mandatory to put Signature and Seal in each page of Tender Document before Submission.</li> </ul>	
vii. Process of Technical Evaluation Who will eligible for Technical Evaluation Minimum qualified percentage clarification.	<ul style="list-style-type: none"> <li>All the bidders have to submit the required documents as per Tender Terms and Conditions.</li> <li>No further additional information shall be called from bidders.</li> <li>Minimum qualifying Mark in Technical Bid is 50.</li> </ul>	
viii. Presentation by Bidder	<ul style="list-style-type: none"> <li>The Bidder shall give a presentation on The Tender for engagement of Manpower Service Provider Agencies at different Units of Omfed through PPT. The duration of the PPT shall be 5 to 10 minutes..</li> </ul>	
ix. Service Charges Calculation	<ul style="list-style-type: none"> <li>The bidder has to quote the rates the Service Charges considering the Basic Price only.</li> </ul>	
x. Process of Evaluation of Tender Document	<ul style="list-style-type: none"> <li>Technical Bid Evaluation including Presentation: 60%</li> <li>Financial Bid Evaluation: 40%</li> </ul>	<p>Evaluation criteria for finalisation of award. The final score shall be based on the following.</p>
The wages mentioned in the Tender document is not as per present Minimum Wages that should be revised.	<p>As per present Minimum Wages the Wages per day shall be revised. w.e.f 01.10.2023 Minimum wages are:</p> <p>Unskilled - Rs.352/- Semiskilled - Rs.392/- Skilled - Rs.442/- High Skilled - Rs.502/-</p>	

Particulars of query raised by Bidders participated in the Pre bid Meeting	Details of reply	Remarks/ Suggestion																					
Break Up of Statutory Returns of Minimum Wages has not been published	<p align="center"><b>Break Up of Statutory returns of Minimum Wages (32.76%) is as follows:</b></p> <table border="1" data-bbox="618 386 1242 730"> <thead> <tr> <th>Particulars</th> <th>Other</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>P.F. Employer Contribution</td> <td align="center">-</td> <td align="center">13.00 %</td> </tr> <tr> <td>E.S.I. Employer Contribution</td> <td align="center">-</td> <td align="center">03.25%</td> </tr> <tr> <td>Bonus</td> <td align="center">-</td> <td align="center">08.33 %</td> </tr> <tr> <td>Leave Salary</td> <td>18 days annual</td> <td align="center">05.66%</td> </tr> <tr> <td>N &amp; F Holidays</td> <td>08 days annual</td> <td align="center">02.52%</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td align="center"><b>32.76%</b></td> </tr> </tbody> </table> <p>N.B: The Circular of Finance Department, Govt. of Odisha vide letter no. FIN-COD-RULE-0001-2018/ 19595/F DATED 11.07.2023 regarding rate of Service Charge in Outsourcing of Services..... regarding</p>	Particulars	Other	Percentage	P.F. Employer Contribution	-	13.00 %	E.S.I. Employer Contribution	-	03.25%	Bonus	-	08.33 %	Leave Salary	18 days annual	05.66%	N & F Holidays	08 days annual	02.52%	<b>Total</b>		<b>32.76%</b>	
Particulars	Other	Percentage																					
P.F. Employer Contribution	-	13.00 %																					
E.S.I. Employer Contribution	-	03.25%																					
Bonus	-	08.33 %																					
Leave Salary	18 days annual	05.66%																					
N & F Holidays	08 days annual	02.52%																					
<b>Total</b>		<b>32.76%</b>																					
For calculating monthly remuneration, how many working days in a month shall be taken into consideration ?	26 days of Working days shall be taken into consideration with four days weekly off.																						
<p><b>General Terms and Condition Existing</b></p> <p><b>Financial point no. 35:</b> The claims in bills regarding Employees State Insurance, Provident Fund, GST etc. should be necessarily accompanied with documentary proof pertaining to the concerned bill month. A requisite portion of the bill or whole of the bill amount shall be held up till such proof is furnished, at the discretion of Omfed.</p>	<ul style="list-style-type: none"> <li>• All payment to the persons engaged shall be made through bank account only.</li> <li>• All statutory dues including P.F, ESI, leave salary, holiday wages and bonus of persons engaged should be complied on monthly basis and respective evidence to be furnished with the plant Authority for record.</li> <li>• Payment to the Contractor shall be made once in a month on submission of bill and original statutory compliance documents in triplicate.</li> <li>• The Service Provider Agency shall have to provide the GSTR-1 &amp; 3B of previous month along with the bill.</li> </ul>																						

N.B :If a firm quote “NIL” Charges/ consideration, the bid shall be treated as unresponsive and willnot be considered.

**The bidder shall be selected as per following Technical Evaluation Criteria:**

**Technical Evaluation Criteria**

**Stage-I**

<b>Sl. No</b>	<b>Parameters</b>	<b>Evidence to be provided</b>	<b>Maximum marks</b>
<b>01</b>	<b>Average Annual Turnover for last three financial years ending 31<sup>st</sup> March 2023</b> >Rs0.50 Cr and < Rs 1.5Cr- 10 Marks >Rs 1.5 Cr and < Rs 2.5 Cr- 15 Marks >Rs2.5 Cr And above - 20 Marks	Audited annual accounts for the financial year 2020-21, 2021-22 & 2022-23.	<b>20Marks</b>
<b>02</b>	<b>Number of Govt. Organization the bidder has supplied Manpower personnel during last three years.</b>  >1 No and < 3 Nos - 10 Marks >3 Nos, and < 05 Nos - 15 Marks >5 Nos. and above - 20 Marks	Work orders & letters received from the Organization during the year 2020-21, 2021-22 & 2022-23.	<b>20 Marks</b>
<b>03</b>	<b>Currently Providing Number of Manpower personnel in Govt. Organization.</b>  >20Nos and <40Nos -10 Marks >40 Nos and < 60Nos - 15 Marks >60 Nos and above - 20 Marks	The details / documentary proof of payment released by the Contractor to the personnel shall be provided along with bank statements of Manpower personnel to whom payments have been released by day of every month along with ESI & EPF statement for the month July'23, Aug'23 & Sept'23 (List to be attached)	<b>20Marks</b>
<b>04</b>	<b>Annual Single Contractor Value Per Govt. Organization during the year 2020-21, 2021-22 &amp; 2022-23.</b>  >Rs0.25 Cr and < Rs 0.5 Cr - 10Marks >Rs 0.5Cr and < Rs 0.75 Cr - 15 Marks > Rs 0.75 Cr and above - 20 Marks	TDS certificate received from Govt. Sector / Form no 26AS as download from income Tax Department.	<b>20 Marks</b>
<b>05</b>	<b>Average Net worth of the bidder as on 31.03.21,31.03.22 &amp; 31.03.2023</b> >Rs 0.25Cr and <0.75 Cr- -05Marks >Rs 0.75 Cr and <1.25 Cr -10 Marks >Rs 1.25Cr and above -15 Marks	Audited annual accounts for the financial year 2020-21,2021-22 & 2022-23.	<b>15 Marks</b>
<b>06</b>	<b>Presentation:</b> Bidder has to submit the documentation of the above with Technical bid and make a Technical presentation before evaluation committee.		<b>5 Marks</b>
	<b>TOTAL MARKS</b>		<b>100 Marks</b>

**N.B: Technical Evaluation Criteria Qualifying Mark shall be 50**

## Evaluation Criteria

### II. Stage Two

- The financial bid will be opened only of the Technically shortlisted / qualified bidders. Accordingly, the financial score (F) for each of these shortlisted/qualified bidders will be calculated. The lowest bidder would be awarded a financial score of 100. The Cumulative score (C) will be evaluated based on the following ratio 60 %(T): 40 %(F).
- Financial Score (F)= (Lowest price quote/Price quote of the bidder) \*100
- Cumulative score (C) = {60 %\*(T) + 40%\*(F)}
- The firm getting highest Cumulative Score (C) based on Technical and Financial evaluation will be awarded the contract.

#### Example:

		<b>Bidder Participated</b>	<b>M/s A.</b>	<b>M/s B.</b>	<b>M/s C.</b>	<b>M/s D.</b>
Technical Marks (T)		50	60	70	50	
<b>Technical Score</b>	<b>T * 60%</b>	<b>30</b>	<b>36</b>	<b>42</b>	<b>30</b>	
Financial Bid	Servicing Charges per month	400	415	400	410	
	Let the minimum SC is 400					
Financial Mark (F)	Lowest Bidder Score=100					
	F = (Lowest Price Quote/Price Quote of Bidder) * 100	100	96	100	98	
<b>Financial Score</b>	<b>F * 40%</b>	<b>40</b>	<b>39</b>	<b>40</b>	<b>39</b>	
<b>Cumulative Score [Technical Score + Financial Score]</b>		<b>70</b>	<b>75</b>	<b>82</b>	<b>69</b>	
<b>Rank Obtained</b>		<b>L3</b>	<b>L2</b>	<b>L1</b>	<b>L4</b>	

## DOCUMENTS TO BE PROVIDED WITH THE TECHNICAL BID

1. Application – Technical Bid;
2. Attested copy of Registration Certificate of agency;
3. Certified copy of the statement of bank account of agency for Oct, 2023
4. Attested copy of PAN
5. Attested copy of the latest IT return filed by agency for the financial year 2020-21, 2021-22, & 2022-23.
6. Attested copy of GST Registration certificate along with GSTR-1 & 3 B for last three months or one Quarter.
7. Attested copy of the P.F registration letter / Certificate along with last one-month statement i.e for September'2023;
8. Attested copy of the E.S.I registration letter / certificate along with last one-month statement i.e for September'2023;
9. Certified copy of Audited Financial Statement for the financial year 2020-21,2021-22 & 2022-23
10. Certified documents in support of entries in column 13 of Technical Bid application;
11. The Firm/Agency must have at least 3 years of experience for engagement of workers in reputed organizations of Odisha/other State. (2020-21, 2021-22 & 2022-23)
12. The bidder should not have unsatisfactory performance record in any unit of OMFED. The bidder should give such an undertaking/declaration with their bid.
13. Agency/Contractor engaged for providing required service and blacklisted by OMFED or any other Organization due to reasons whatsoever shall not be eligible to participate in the Tender.
14. The bidder will not be eligible to participate in the Tendering process if there is any case under sub-jurisdiction against any unit of OMFED for any reason whatsoever it may be.
15. Self-undertaking regarding declaration of non-blacklisting and filing of any legal petition against OMFED should be submitted.
16. Copy of the terms and conditions in Tender Document with each page duly signed and sealed by the authorized signatory of the agency in token of their acceptance.