



No. 7/2/2014-Adm. II

भारत सरकार

Government of India

विद्युत मंत्रालय

Ministry of Power

Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001

Telephone No. 23715507; Fax No. 23717519

Dated: 11 NOV 2014

To
The Interested Bidders.
(As per list attached)

Subject: Quotations for award of contract for providing the services of two Staff Car Drivers, in the Ministry of Power.

Sir,

I am directed to invite sealed tenders from experienced and reputed Manpower Agencies for providing the services of two Drivers for a period of Six months, in the Ministry of Power as per the detailed terms and conditions as given in annexure -I. This Ministry requires the service of two Drivers (the figure may vary depending upon the requirements of the Ministry during the year at short notice).

2. The initial period of contract (which is for six months), may be extendable on satisfactory performance with such amendments as may be mutually agreed to and also subject to the necessary approval of the Competent Authority. It is obligatory on the part of the Contractor to ensure that all statutory requirements such as Minimum Wages, Provident Fund, Employee State Insurance etc. are complied with. The rates quoted by the agency would be valid for a period of six months and the request for increase in rates during the currency of the Contract shall not be entertained.

3. The two Drivers will have to be provided by the agency within 15 days from the date of award of Contract, as per the detailed Terms and conditions which are given at Annexure -I.

4. Only those who fulfil the following minimum criteria need submit their bids:

(a) The Firms/ bidders should have at least 3(three) years of experience in providing such services as mentioned above to minimum two Government Departments/ PSUs/ other reputed national level institutions. A complete list of clients serviced during the last three years (year -wise) shall be provided along with the value of contracts executed.

(b) The interested Firms/bidders should also be registered with the Government authorities such as ESI, EPF, Service Tax, Labour and Income Tax Authorities and a copy each of the registrations shall be attached with the bid.

(c) The firm should not have been blacklisted by any Ministry/Department of the Government of India. The tendering firms/ bidders shall have to submit notarized affidavit on a stamp paper of appropriate value to this effect that they have not been blacklisted or their business dealings with the Government Ministries/Departments have not been banned.

Contd/-

