

Financial Bid

Tender Name: Annual Service Contract of Providing Housekeeping Services, Garden Maintenance, Operation and Maintenance of Swimming Pool, including Lifeguards, and providing CCTV Operators at IGIDR

NIT No: IGIDR/Tender/2026/ED/09

Date: 06.06.2026

Summary of Financial Bid

Sr. No.	Particulars	Total Quoted Amount Per Month with GST ₹
A.	Providing Housekeeping Services (Part-I)	
1	Annexure A	
2	Annexure B	
3	Annexure C	
4	Annexure D	
B.	Providing CCTV Operators (Part-II)	
C.	O & M of Swimming Pool with Lifeguards (Part-III)	
D.	Garden Maintenance Services (Part-IV)	
	Total Amount Per month including GST	
	Total Amount Per annum including GST	

Total quoted amount per annum in words Rupees....

Notes:

- 1 The above quoted rates are inclusive of GST and Management Charges.
- 2 The price bid includes providing Uniforms/Shoes/Raincoats/Caps as per the Tender Document (Section C: Point No: 19)
- 3 The applicable Bonus, Leave Encashment, and Leave Salary shall be extra at actual.

- 4 The contractor must transfer the payment of wages to their labour/staff to their respective bank account before the 07th day of every month. They should submit their monthly bills not later than the 10th of the same month, and the bill payment to the contractor shall be made before the 15th of the same month, subject to fulfillment of all the statutory documents (Section C Point No: 15 & 16). If the contractor fails to release salary wages on time repeatedly, their contract may be terminated by giving notice as per the 'Termination clause No. 12 in Section-D of the tender, and the Performance Security Deposit will be forfeited at the discretion of the Institute (Tender Section C Point No: 17).

Date:

Signature of the bidder with seal

FINANCIAL BID

PART-I: Providing Housekeeping Services for Institute Office Areas (Annexure A)

NIT No: IGIDR/Tender/2026/ED/09

Date: 06.06.2026

Cost Break up (For 8 Hrs Duty) Monthly Basis: (DA as on 01.01.2026)

Sr. No.	Description		Site Manager	HK Supervisor	Plumber	Carpenter	HK Supervisor (Female)	Housekeepers						
								Un Skilled	Un Skilled	Un Skilled	Semi Skilled	Un Skilled	Un Skilled	
A	MONTHLY PAYMENTS :													
1	Basic		11632.00	11632.00	11632.00	11632.00	11632.00	10021.00	10021.00	10021.00	10856.00	10021.00	10021.00	
2	Dearness Allowance		3900.00	3900.00	3900.00	3900.00	3900.00	3900.00	3900.00	3900.00	3900.00	3900.00	3900.00	
	TOTAL -		15532.00	15532.00	15532.00	15532.00	15532.00	13921.00	13921.00	13921.00	14756.00	13921.00	13921.00	
3	House Rent Allowance (Basic + DA)	5%	776.60	776.60	776.60	776.60	776.60	696.05	696.05	696.05	737.80	696.05	696.05	
4	Other Allowance		6500.00	4500.00	0.00	0.00	4531.77	0.00	0.00	0.00	0.00	0.00	0.00	
5	Conveyance Allowance		6180.00	6180.00	6180.00	6180.00	600.00	3150.00	2950.00	2750.00	3650.00	1950.00	1150.00	
	TOTAL - A		28988.60	26988.60	22488.60	22488.60	21440.37	17767.05	17567.05	17367.05	19143.80	16567.05	15767.05	
B	STATUTORY OBLIGATION													
1	Provident Fund on Gross Salary (A) except HRA (Max Cap Rs.15000.00)	13.00%	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00	
2	ESIC (@ 3.25%) on Basic + DA	3.25%	504.79	504.79	504.79	504.79	504.79	452.43	452.43	452.43	479.57	452.43	452.43	
3	Administration and Charges for Uniforms, Raincoat, shoes, etc @ _____% of Basic wages%												
4	MLWF													
	TOTAL - B													
C	TOTAL AMOUNT - (A+B)													

Summary of Price Bid (Rate Per Month):

Sl. No.	Particulars	Quantity	Unit Rate Rs.	Total Amount Rs.
1	Site Manager	01 No		
2	Housekeeping Supervisor	01 No		
3	Plumber	01 No		
4	Carpenter	01 No		
5	Housekeeping Supervisor Female	01 No		
6	Housekeepers (Unskilled) - CA 3150	04 Nos.		
7	Housekeepers (Unskilled) - CA 2950	03 Nos.		
8	Housekeepers (Unskilled) - CA 2750	03 Nos.		
9	Housekeepers (Semi-skilled)- CA 3650	01 Nos		
10	Housekeepers (Unskilled)- CA 1950	03 Nos.		
11	Housekeepers (Unskilled) CA 1150	07 Nos		
	Total Employee in Annexure A	26 Nos.		
	Basic Total Amount Per Month Rs.			
	Management Fees/Service Charge on Total Amount ₹	 %	
	Total Amount with Management fees ₹			
	GST @ 18% Amount ₹		18%	
	Gross Total Amount with GST Per Month ₹			

In words Rupees...

Note: The Management Fees/Service Charges shall be quoted in Percentage only. If any bidder quotes the Management charges/Service Charges below 7.00%, then the bid shall be treated as NIL and will not be considered.

Date:

Signature of the bidder with seal

FINANCIAL BID

PART-I: Providing Housekeeping Services at New Hostel and Guest House (Annexure B)

NIT No: IGIDR/Tender/2026/ED/09

Date: 06.06.2026

Cost Break up (For 8 Hrs Duty) Monthly Basis: (DA as on 01.01.2026)

Sr. No.	Description		Supervisor	Housekeepers				
				Un Skilled	Un Skilled	Semi Skilled	Un Skilled	Un Skilled
A	MONTHLY PAYMENTS :							
1	Basic		11632.00	10021.00	10021.00	10856.00	10021.00	10021.00
2	Dearness Allowance		3900.00	3900.00	3900.00	3900.00	3900.00	3900.00
	TOTAL -		15532.00	13921.00	13921.00	14756.00	13921.00	13921.00
3	House Rent Allowance (Basic + DA)	5%	776.60	696.05	696.05	737.80	696.05	696.05
4	Other Allowance		500.00	0.00	0.00	0.00	0.00	0.00
5	Conveyance Allowance		3300.00	2950.00	2750.00	5680.00	1950.00	1150.00
	TOTAL - A		20108.60	17567.05	17367.05	21173.80	16567.05	15767.05
B	STATUTORY OBLIGATION							
1	Provident Fund on Gross Salary (A) except HRA (Max Cap Rs.15000.00)	13.00%	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00
2	ESIC (@ 3.25%) on Basic + DA	3.25%	504.79	452.43	452.43	479.57	452.43	452.43
3	Administration and Charges for Uniform, Raincoat, shoes etc @ % of Basic wages%						
4	MLWF							
	TOTAL - B							
C	TOTAL AMOUNT ₹ (A+B)							

Summary of Price Bid (Rate Per Month):

Sl. No.	Name	Quantity	Unit Rate Rs.	Total Amount Rs.
1	Housekeeping Supervisor	01 No.		
3	Housekeepers (Un-Skilled) CA-2950	04 Nos.		
4	Housekeepers (Un-Skilled) CA-2750	02 Nos		
6	Housekeepers (Semi-Skilled) CA-5680	02 Nos		
7	Housekeepers (Un-Skilled) CA- 1950	02 Nos		
8	Housekeepers (Un-Skilled) CA - 1150	08 Nos		
	Total Employee in Annexure B	19 Nos		
	Basic Total Amount Per Month ₹			
	Management Fees/Service Charge on Total Amount ₹		 %
	Total Amount with Management fees ₹			
	GST @ 18% Amount ₹			18%
	Gross Total Amount with GST Per Month ₹			

In words Rupees...

Note: The Management Fees/Service Charges shall be quoted in Percentage only. If any bidder quotes the Management charges/Service Charges below 7.00%, then the bid shall be treated as NIL and will not be considered.

Date:

Signature of the bidder with seal

FINANCIAL BID

Part-I: Providing Facilitators at Guest House (Annexure C)

NIT No: IGIDR/Tender/2026/ED/09

Date: 06.06.2026

Cost Break up (For 8 Hrs Duty) Monthly Basis: (DA as on 01.01.2026)

Sr. No.	Description		Facilitator-2	Facilitator-1	Facilitator-3	Facilitator (Reliever)
A	MONTHLY PAYMENTS :					
1	Basic		11632.00	11632.00	11632.00	11632.00
2	Dearness Allowance		3900.00	3900.00	3900.00	3900.00
	TOTAL -		15532.00	15532.00	15532.00	15532.00
3	House Rent Allowance (Basic + DA)	5%	776.60	776.60	776.60	776.60
4	Other Allowance		5503.00	6103.34	4531.77	4531.77
5	Conveyance Allowance		2400.00	1800.00	1400.00	600.00
6	Washing Allowance		1545.00	926.00		
	TOTAL - A		25756.60	25137.94	22240.37	21440.37
B	STATUTORY OBLIGATION					
1	Provident Fund on Gross Salary (A) except HRA (Max Cap Rs.15000.00)	13.00%	1950.00	1950.00	1950.00	1950.00
2	ESIC (@ 3.25%) on Basic + DA	3.25%	504.79	504.79	504.79	504.79
3	Administration & Uniform, Raincoat, shoes etc @ _____% of Basic wages	_____%				
4	MLWF					
	TOTAL - B					
C	TOTAL - (A+B)					

Summary of Price Bid (Rate Per Month):

Sl. No.	Name	Quantity	Unit Rate Rs.	Total Amount Rs.
1	Facilitators - 2 CA 2400	01 No.		
2	Facilitators - 1 CA 1800	01 No.		
3	Facilitators - (Relievers) CA 1400	01 No.		
4	Facilitators - (Relievers) CA 600	01 No.		
	Total Employee in Annexure C	4 Nos.		
	Basic Total Amount Per Month ₹			
	Management Fees/Service Charge on Total Amount ₹	 %	
	Total Amount with Management fees ₹			
	GST @ 18% Amount ₹		18%	
	Gross Total Amount with GST Per Month ₹			

Note: The Management Fees/Service Charges shall be quoted in Percentage only. If any bidder quotes the Management charges/Service Charges below 7.00% then the bid shall be treated as NIL and will not be considered.

Date:

Signature of the bidder with seal

FINANCIAL BID

Part-I: Providing Gym Trainer Services (Annexure D)
NIT No: IGIDR/Tender/2026/ED/09 Date: 06.06.2026

Cost Break up (For 8 Hrs Duty) Monthly Basis: (DA as on 01.01.2026)

Sr. No.	Description		Gym Trainer
A	MONTHLY PAYMENTS :		
1	Basic		11632.00
2	Dearness Allowance		3900.00
	TOTAL -		15532.00
3	House Rent Allowance (Basic + DA)	5%	776.60
4	Other Allowance		500.00
5	Conveyance Allowance		8668.00
	TOTAL - A		25476.60
B	STATUTORY OBLIGATION		
1	Provident Fund on Gross Salary (A) except HRA (Max Cap Rs.15000.00)	13.00%	1950.00
2	ESIC (@ 3.25%) on Basic + DA	3.25%	504.79
3	Administration & Uniform, Raincoat, shoes etc @ _____% of Basic wages	____%	
4	MLWF		
	TOTAL - B		
C	TOTAL - (A+B)		

Summary of Price Bid (Rate Per Month):

Sl. No.	Name	Quantity	Unit Rate Rs.	Total Amount Rs.
1	Gym Trainer	01 No.		
	Total Employee in Annexure D	1 No.		
	Basic Total Amount Per Month ₹			
	Management Fees/Service Charge on Total Amount ₹	 %	
	Total Amount with Management fees ₹			
	GST @ 18% Amount ₹		18%	
	Gross Total Amount with GST Per Month ₹			

Note: The Management Fees/Service Charges shall be quoted in Percentage only. If any bidder quotes the Management charges/Service Charges below 7.00% then the bid shall be treated as NIL and will not be considered.

Date:

Signature of the bidder with seal

FINANCIAL BID

Part-II: Providing CCTV Operators at IGIDR
NIT No: IGIDR/Tender/2026/ED/09 Date: 06.06.2026

Cost Break up (For 8 Hrs Duty) Monthly Basis: (DA as on 01.01.2026)

Sr. No.	Description	Rate	Operator (1)	Operator (2)
A	MONTHLY PAYMENTS :			
1	Basic		11,632.00	11,632.00
2	Dearness Allowance		3,900.00	3,900.00
	TOTAL (A) -		15,532.00	15,532.00
3	House Rent Allowance on (Basic + DA)	5%	776.60	776.60
4	Washing Allowance		700.00	700.00
6	City Allowance		1,500.00	1,500.00
5	Conveyance Allowance		4,650.00	1,800.00
	TOTAL- A (Gross salary)		23,158.60	20,308.60
B	STATUTORY OBLIGATION			
1	Provident Fund on Rs. 15000.00	13.00%	1,950.00	1,950.00
2	ESIC (@ 3.25%) on Basic + DA	3.25%	504.79	504.79
3	Relieving Charges for weekly offs (Reliever)			
4	Administration expenses (providing uniforms & shoes) charges per month	___%		
5	MLWF			
	Total (B) -			
C	Total Amount Rs. (A+B)			

Contract Summary

Sl. No.	Particulars	Quantity	Unit Rates Rs.	Amount Rs.
1	Providing Services of CCTV Operators at IGIDR including reliever charges.			
a.	Operator-1 (Skilled) CA 4650	1 No.		
b.	Operator-2 (Skilled) CA 1800	2 Nos.		
	Total Employee in Part-II	3 Nos.		
	Basic Total Amount Per Month ₹			
	Management Fees/Service Charge on Total Amount ₹	 %	
	Total Amount with Management fees ₹			
	GST @ 18% Amount ₹		18%	
	Gross Total Amount with GST Per Month ₹			

In words Rupees...

Note: The Management Fees/Service Charges shall be quoted in Percentage only. If any bidder quotes the Management charges/Service Charges below **7.00%**, then the bid shall be treated as NIL and will not be considered.

Date:

Signature of the bidder with seal

FINANCIAL BID

Part-III: Operation and Maintenance of Swimming Pool including Lifeguards at IGIDR

NIT No: IGIDR/Tender/2026/ED/09

Date: 06.06.2026

Cost Break up (For 8 Hrs Duty) Monthly Basis: (DA as on 01.01.2026)

Sr. No.	Discription		Life Guard	Life Guard	Pool Attendant (Semi-
			(Skilled)	(Skilled)	skilled)
			1	1	2
A	Monthly Payment				
1	Basic		11,632.00	11,632.00	10,856.00
2	Dearness Allowance		3,900.00	3,900.00	3,900.00
	Total		15,532.00	15,532.00	14,756.00
3	House Rent Allowance (Basic + DA)	5%	776.60	776.60	737.80
4	Other Allowance		200.00	200.00	200.00
5	Conveyance Allowance		2,800.00	3,000.00	3,000.00
	Total- A		19,308.60	19,508.60	18,693.80
B	Statutory Obligation				
1	Provident Fund on Rs. 15000.00	13.00%	1,950.00	1,950.00	1,950.00
2	ESIC (@ 3.25%) on Basic + DA	3.25%	504.79	504.79	479.57
3	Administration and Charges for Uniform, Raincoat, Shoes etc. @ _____ % on basic wages	_____ %			
4	MLWF				
	Total- B				
C	Total - (A+B)				

Summary of Financial Bid (Rate Per Month)

Sr. No.	Name	Quantity	Unit Rate Rs.	Total Amount
1	Life Guard Skilled - CA 2800	01 Nos		
2	Life Guard Skilled - CA 3000	01 Nos		
3	Pool Attendant Semi Skilled CA 3000	02 Nos.		
4	Cost of Chemicals for dosing (Alum/Soda/ Bleaching Powder etc.)	Kgs.		
5	Cost of TCCA 90 (Tablet of grannuals)	Kgs.		
	Total Employee in Part-III	4 Nos.		
	Basic Total Amount Per Month ₹			
	Management Fees/Service Charge on Total Amount ₹	 %	
	Total Amount with Management fees ₹			
	GST @ 18% Amount ₹		18%	
	Gross Total Amount with GST Per Month ₹			

Note: The Management Fees/Service Charges shall be quoted in Percentage only. If any bidder quotes the Management charges/Service Charges below 7.00% then the bid shall be treated as NIL and will not be considered.

Date:

Signature of the bidder with seal

FINANCIAL BID

Part-IV: Maintenance Contract of the Garden at IGIDR
NIT No: IGIDR/Tender/2026/ED/09 **Date: 06.06.2026**

Cost Break up (For 8 Hrs Duty) Monthly Basis: (DA as on 01.01.2026)

Sr. No.	Description		Supervisor	Skilled	Semi Skilled	Un Skilled	Un Skilled	Un Skilled	Un Skilled
			1	2	3	4	5	6	7
A	MONTHLY PAYMENTS :								
1	Basic		11632.00	11632.00	10856.00	10021.00	10021.00	10021.00	10021.00
2	Dearness Allowance (wef 1.7.2024)		3900.00	3900.00	3900.00	3900.00	3900.00	3900.00	3900.00
	TOTAL -		15532.00	15532.00	14756.00	13921.00	13921.00	13921.00	13921.00
3	House Rent Allowance on (Basic + DA)	5%	776.60	776.60	737.80	696.05	696.05	696.05	696.05
4	Conveyance Allowance		6980.00	4180.00	3650.00	3150.00	2950.00	2750.00	1950.00
	TOTAL - A		23288.60	20488.60	19143.80	17767.05	17567.05	17367.05	16567.05
B	STATUTORY OBLIGATION								
1	Provident Fund on Gross 'A' except HRA	13.00%	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00	1950.00
2	ESIC (@ 3.25%) on Basic + DA	3.25%	504.79	504.79	479.57	452.43	452.43	452.43	452.43
3	Administration charges for Uniforms,	%							
4	MLWF								
	TOTAL - B								
C	TOTAL - C= (A+B)								

Summary of Contract

Sr. No.	Particulars	Quantity	Unit Rate Rs.	Total Amount Rs.
		Nos.		
1	Supervisor (Garden) CA 6980	1		
2	Skilled (Garden) CA 4180	0		
3	Semi Skilled (Garden) CA 3650	4		
4	Un Skilled (Garden) CA 3150	5		
5	Un Skilled (Garden) CA 2950	1		
6	Un Skilled (Garden) CA 2750	2		
7	Un Skilled (Garden) CA 1950.	2		
8	Providing Experienced Mali Cum Consultant on a monthly basis	1		
	Total Employee in Part-IV	16 Nos.		
	Basic Total Amount Per Month ₹			
	Management Fees/Service Charge on Total Amount ₹	 %	
	Total Amount with Management fees ₹			
	GST @ 18% Amount ₹		18%	
	Gross Total Amount with GST Per Month ₹			

In words Rupees...

Note: The Management Fees/Service Charges shall be quoted in Percentage only. If any bidder quotes the Management charges/Service Charges below **7.00%** then the bid shall be treated as NIL and will not be considered.

Date:

Signature of the bidder with seal