

Tender No. 04/2022 and 4th Feb 2022

Tender for Providing Facility Management Services at IIT-Delhi Campus

Replies to pre bid Query No 2

Query: Kindly suggest about the leave % which are applicable on Institute. If institute will define then same will be applicable on all bidders.

Reply: The detailed BOQ as amended is placed as under to be followed by all bidders :

Annexure-A

	Category	Graduate and above	Skilled	Graduate and above	Skilled	Semi-skilled	Un-skilled
S.no	Description	Facility Manager	Supervisor/ Technical Supervisor/ HVAC Supervisor/ Fire Supervisor/ STP/Plumbing Supervisor	BMS Operator	HK Supervisor – (Male / Females) / MST/ DG Operator/ HVAC Operator/ Fire Tech/ Plumbers	STP Operators/Carpenter/ Mason/Assistant / Guest House Attendant/Pantry Boys	HK Boys & Maids / Gardener
A	Basic (Min Wage)						
B	Special Allowance	22,000	7,500				
A+B=C	Total -						
D	Provident Fund @ 13% on 15000/-						
E	ESIC @ 3.25% on (A)	NA	NA				
F	Bonus @8.33% (upto the Threshold of 21000)	NA	NA	NA			
G	Leave Wages @ 8.33% on (A)						
C to G= H	Total - Cost						

S.no	Category of Employees	Nos to be deployed (Please give building wise breakup in separate above annexure) Following is the current deployment	Salary Per month Please provide detailed break up of costing with Min wage structure in a separate format in Annexure-A
1	Manager Supervisors		
i	Facility Manager	1	
ii	Supervisor	1	
iii	Technical Supervisor	1	
iv	HVAC Supervisor	1	
v	Fire Supervisor	1	
vi	STP/Plumbing Supervisor	1	
2	Electro Mechanical		
i	MST	6	
ii	DG Operators	3	
iii	HVAC Operators	6	
iv	Plumbers	6	
v	STP Operators	6	
vi	Mason/Painter	2	
vii	Carpenter	2	
viii	BMS	4	
ix	Fire Technicians	3	
x	Assistant – Tech/mason/painter/welder/carpenter	3	
3	Housekeeping- Soft Services		
i	HK Supervisor (Male/Female)	5	
ii	HK Boys	56	
iii	HK Maids	27	
iv	Guest House Attendant	3	
v	Horticulture staff	18	
vi	Pantry Boys	3	
A	Total (1+2+3)		

B	Cost of HK Consumables (Annexure XVII)	Per month	
C	Cost of STP Consumables items	Per month	
D	Pest Control charges- (Twice per month)	Per month	
E	Tank Cleaning Charges- As per scope	Per month	
F	Façade & Structural/Aluminum Cleaning Charges- As per scope	Per month	
G	Monthly Equipment charges	Per month	
H	Total Amount (A to G)		
I	Agency charges in __%		
J	Gross Total charges per month		
K	GST __%		
L	Total Amount (J+K) for one month		
M	Gross Total charges per annum		

Total with GST per month
Total with GST per annum

Note:

1. Salary must include ESI & PF as applicable.
2. Bidder Charges should include Bonus, Uniform allowance etc.
3. Wages should not be less than minimum wages as per GNCTD regulations.

NOTE : In view of the above clarification the last date of submission of the tenders is postponed to the 7th March 2022 at 3.00 PM