

**GOVERNMENT OF INDIA
OFFICE OF THE GENERAL MANAGER
GOVT. OPIUM & ALKALOID WORKS
NEEMUCH - 458 441 (M.P.)**

F.No. I(22)2/Adm/CP/2015 Pt -I

Date : 26.10.2018

Quotations for engagement of Computer Programmer through service provider at GOAW, Neemuch

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It is to inform you that quotations are invited for providing services for supply of one computer programmer at GOAW, Neemuch w.e.f. 01.12.2018 to 30.11.2019 (one year) on contract basis in this office. Accordingly, you are hereby requested to give quotation on the following terms & conditions. The quotations should reach by 10:30 hrs on 19.11.2017 which will be opened at 11:00 hrs on the same day:-

The above contract for providing services of one computer programmer is subject to the conditions enumerated hereunder:-

01. The service provider shall ensure availability of computer programmer as per instructions of Manager, GOAW, Neemuch on all the working days of this office and on any other day as may be intimated in advance for the services contracted.
02. The contract will be initially for a period of one year which can be extended with mutual understanding from the date of acceptance.
03. The person who is deployed for services should be of good moral character, should be free from any communicable disease and should not have been convicted for any offence.
04. The service provider shall observe all the relevant laws relating to employment of the person, such as payment of minimum wages, employment of child labour, insurance, provident fund, bonus, etc. of the persons deployed and all the labour laws as amended from time to time and applicable on service provider.
05. If the services provided are not found satisfactory, the contract shall be terminated at any time, even before the period specified. If the service is terminated in the middle of the month, only the proportionate payment will be made without assigning any reasons.

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06. The service provider should furnish full details of the person deployed in this office i.e. their residential address, age, educational qualification, experience, etc. within 7 days of issue of this letter. He shall ensure that police verification in respect of the person provided for rendering service has been done.
07. Any dispute concerning the employee of the service provider (engaged by him for providing service to this office) whether in respect of this contract or arising from this contract shall be settled only with service provider and this office shall in no way be responsible.
08. It is made absolutely clear that the engagement of the service provider does not in any way confer any right to the service provider or to the persons deployed by him in this office for claiming any regular or part time employment in this office or any Government Office.
09. The decision of General Manager, GOAW, Neemuch will be final and binding on all parties.
10. Dispute, if any will be subject to Neemuch (MP) jurisdiction.
11. RISK CLAUSE: In case you fail to supply the computer programmer as per the requirement communicated, the Undertaking reserves the right to hire computer programmer from any other available source, if any extra expenditure is incurred due to such hire, the extra expenditure shall be borne by the contractor. In this regard the notice given by the Undertaking will be final and binding without any dispute.
12. In case, any damage caused to government property or any other property during the work, the same shall be rectified by the contractor without any extra cost to the department.
13. The Earnest Money Deposit @2% of the quoted value is to be deposited by way of DD, Bankers Cheque, Cheque in favour of ACAO, GOAW, Neemuch.
14. **Payment Terms:** Payment will be made to you after certification and verification of incharge officer. Income-tax and educational cess/surcharge as applicable will be deducted from your bill. GST will be applicable as per rules. The rate quoted is final and nothing extra is payable. Copies of challan may be enclosed along with the bill.

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15. Consolidated remuneration approved by CCF, New Delhi for one year, is Rs. 15912/- per month for computer programmer for current year/ stipulated period.
16. The contractor has to supply all safety gadgets to the computer programmer as required by law on the subject.
17. The service provider have to submit PAN No., TAN No., GSTIN, ESI Registration(if applicable), insurance, Licence of supply of Man Power Supply of Jabalpur or regional licencing officer with quotation.
18. **Qualifications and experience, essential:-**
 - (I) Bachelor degree in science.
 - (II) A certificate of professional programming from Govt. approved institutions.
 - (III) Knowledge of programming language C, C++, visual Foxpro. Experience in maintenance of websites development and maintenance of software.
19. **Job Responsibilities:** He has to perform the following duties:-
 - (a) On line data reporting system for submission of monthly consumption of data of Narcotics Drugs by companies buying Drugs from GOAF, New Delhi.
 - (b) Bio Metric system of attendance.
 - (c) Computation of Opium Challans which is carried out by the opium factory.
 - (d) For uploading and dissemination of information at NIC Website for various tenders issued by the factory.
 - (e) Uploading and maintenance of GOAW web site.
 - (f) Running, maintenance and up keep of pay bill software at the factory.
20. The attendance of Computer Programmer will be maintained by Incharge Administration. According to the attendance payment would be released.


MANAGER

Terms and conditions accepted

SIGN AND SEAL OF PROPRIETOR

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Check List for submission of Quotation (Technical bid)

(Following documents should be submitted alongwith the quotation)

1. PAN No./TAN No.
2. ESI Registration (if Applicable)
3. GSTIN
4. Licence of supply of Man Power Supply of Jabalpur or regional licencing officer
5. EPF No.
6. Firm Registration No.
7. EMD in fafour of ACAO, GOAW, NMH.

(Price Bid)

Rates should be quoted in following format:-

S.No.	Particulars	Per month per man rate for 8 hrs in a day(₹)
1	Basic rates approved by CCF, New Delhi	15912/-
2	Other charges applicable	2166/-
	(I) E.P.F. @ 13.61%	
	(II) E.S.I.C./Insurance @4.75%	756/-
3	Profit margin (Percent of Basic rates should be given)	
4	Total	
5	GST@18%	
6	Grand total per month	
7	Total Contract value for 12 months	


MANAGER

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