

Reference No.: RMGB/OAD/02/2020-21

Dated: 31-12-2020

RFP for HIRING OF HOUSEKEEPING STAFF CUM OFFICE
BOY, DRIVERS AND SECURITY GUARDS
राजस्थान मरुधरा ग्रामीण बैंक
RAJASTHAN MARUDHARA GRAMIN BANK
 (भारत सरकार, राजस्थान सरकार एवं भारतीय स्टेट बैंक का संयुक्त उपक्रम)
 (Joint Venture of Govt. of India, Govt. of Rajasthan and State Bank of India)
CORRIGENDUM NO. 2**Date: 28/01/2021**

AMENDMENT TO RFP NO. RMGB/OAD/02/2020-21 Dated 31/12/2020: REQUEST FOR PROPOSAL FOR FOR HIRING OF HOUSEKEEPING STAFF CUM OFFICE BOY, DRIVERS AND SECURITY GUARDS AT BANK SERVICE AREA IN 15 DISTRICTS OF RAJASTHAN (BARMER, BIKANER, DAUSA, HANUMANGARH, JAISALMER, JALORE, JODHPUR, NAGAU, PALI, PRATAPGARH, RAJSAMAND, SIROHI, SRIGANGANAGAR, UDAIPUR AND JAIPUR).

Following amendment / modification have been made in tender documents:

| S N | Page No. & Point No. | | Existing Para mentioned in RFP | Revised Para in RFP |
|-----|----------------------------|--|--|---|
| 1 | Page No.-2, Point No. 5 | Processing Fees of Tender | A non-refundable amount of Rs 3,000/- (Rupees Three Thousand only), Demand Draft of the Tender Fee should be enclosed in the technical Bid. | A non-refundable amount of Rs 3,000/- (Rupees Three Thousand only) of the Tender Fee to be deposited as Demand Draft in favour of Rajasthan Marudhara Gramin Bank payable at Jodhpur , should be enclosed in the technical Bid. |
| 2 | Page No. 2 Point No. 3 & 5 | EMD & Processing Fees of Tender | Rs. 10,00,000/- (Rupees Ten Lacs) of the Estimated one year contract value (Rs. 10.00crores) by crossed Bank Draft/ Banker's Cheque drawn in favor of RAJASTHAN MARUDHARA GRAMIN BANK payable at Jodhpur (To be enclosed in sealed envelope as a part of Technical Bid). A non-refundable amount of Rs 3,000/- (Rupees Three Thousand only), Demand Draft of the Tender Fee should be enclosed in the technical Bid. Fee to be deposited on or before 21.01.2021 | Rs. 10,00,000/- (Rupees Ten Lacs) of the Estimated one year contract value (Rs. 10.00crores) by crossed Bank Draft/ Banker's Cheque drawn in favor of RAJASTHAN MARUDHARA GRAMIN BANK payable at Jodhpur (To be enclosed in sealed envelope as a part of Technical Bid). A non-refundable amount of Rs 3,000/- (Rupees Three Thousand only), Demand Draft of the Tender Fee should be enclosed in the technical Bid. Fee to be deposited on or before 21.01.2021 Note: Bank will consider the exemption for MSME/NSIC certified companies for submission of EMD and Processing Fees of Tender. Kindly attach the documentary proof for the same. |
| 3 | Page No. 3 Point No. 10 | Address at which the Tenders are to be submitted | Technical Bid to be submitted online as well as in hard copy at RAJASTHAN MARUDHA GRAMIN BANK, HEAD OFFICE, TULSI TOWER, 9th BROAD, SARDARPUR, JODHPUR-342003 Email : oa@rmgb.in Ph: 0291-2593188/189 Price Bid :- Price Bid to be uploaded online Website: https://etender.sbi | Technical Bid to be submitted online as well as in hard copy at RAJASTHAN MARUDHA GRAMIN BANK, HEAD OFFICE, TULSI TOWER, 9th BROAD, SARDARPUR, JODHPUR-342003 Email : oa@rmgb.in Ph: 0291-2593188/189 Price Bid :- Price Bid to be uploaded online Website: https://etender.sbi |

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Head Office: Tulsi Tower, 9th B Road, Sardarpura, Jodhpur (Raj.) 342 003 Phone : 0291-2657700, 762, 764

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BOY, DRIVERS AND SECURITY GUARDSअग्रगमनी
R M G Bराजस्थान मरुधरा ग्रामीण बैंक
RAJASTHAN MARUDHARA GRAMIN BANK(भारत सरकार, राजस्थान सरकार एवं भारतीय स्टेट बैंक का संयुक्त उपक्रम)
(Joint Venture of Govt. of India, Govt. of Rajasthan and State Bank of India)

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| | | | | <p>Note: Right now online submission of Price Bid has been cancelled by Bank due to technical reason. Separate event will be organized by the Bank for online submission of Price Bid, Date and Time for the same will be communicated in advance to the technically qualified bidders only.</p> |
| 4 | Page No. 7 Point No. A(1) | Minimum Eligibility Criteria | The Bidder should have past experience in the line of activity i.e. in providing of these services to at least 10 organizations i.e. nationalized bank/ PSU / Govt. Departments and other reputed private sector organizations. The Certificate to this effect from the organization should be furnished along with the technical bid. Letter of satisfaction is to be provided from the organization where the bidder has provided their services. (Annexure-I) | The Bidder should have past experience in the line of activity i.e. in providing of these services to at least 10 organizations i.e. nationalized bank/ PSU / Govt. Departments and other reputed private sector organizations. The Certificate to this effect from the organization should be furnished along with the technical bid. Letter of satisfaction is to be provided from the organization where the bidder has provided their services. (Annexure-II) |
| 5 | Page No. 7 Point No. 6 | Minimum Eligibility Criteria | More than 100 personnel deployed by the firm /company as on 31.03.2020. | More than 100 personnel deployed by the firm /company as on 31.03.2020. Attach copy of Work Order/ Copies of EPF/ECR etc. for documentary proof. |
| 6 | Page No. 8 Point No. B (g) | Document evidence | Documents evidence e.g., profit and loss statements/Balance sheet etc. representing the applicant's average Annual Financial Turnover during last 3(three) years ending 31 st March, 2020 with at least INR 150 lakhs. | Documents evidence e.g., profit and loss statements/Balance sheet etc. representing the applicant's average Annual Financial Turnover during last 3(three) years ending 31 st March, 2020 with at least INR 150 lakhs. |
| | | | | Note: In case if Balance Sheet for FY 2019-20 is still not finalized then Bidders has to submit the Provisional Balance sheet for FY 2019-20 duly verified by their Chartered Accountant. |



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| 7 | Page No.- 9, Point No. – Part II (1) | Schedule of Requirement s | Hiring of private House keeping staff cum office Boy, Drivers and Security Guards on Annual Rate contract basis at various branches/Offices situated in 15districts of Rajasthan viz. Barmer,Bikaner, Jodhpur, Jaisalmer, Jalore, Sirohi, Pali,Rajsamand,Udaipur,Jaipur,Nagaur, Dausa, Sriganganagar,Hanumangarh&Pratapgar h. | Hiring of private House keeping staff cum office Boy, Drivers and Security Guards on Annual Rate contract basis at various branches/Offices situated in 15districts of Rajasthan viz. Barmer,Bikaner, Jodhpur, Jaisalmer, Jalore, Sirohi, Pali,Rajsamand,Udaipur,Jaipur,Nagaur, Dausa, Sriganganagar,Hanumangarh&Pratapgarh. NOTE: For payment of minimum wages, Bank will consider the allotment of Districts under Area B and Area C as per Central Govt. norms/ allotment. |
| 8 | Page No. 14 Point No. 9 (II)-ix-1 | Termination of Contract | Minimum Wages as notified by the Ministry of Labour, Government of India from time to time. [The applicable rate of payment of minimum wages shall be rate of minimum wages notified by the Central Government from time to time in respect of "employment of sweeping and cleaning".] | Bank will consider the Minimum Wages criteria for Housekeeping cum Office boy, Security guards (With / Without Armed)and Drivers as notified by the Ministry of Labour, Government of India from time to time. [The applicable rate of payment of minimum wages shall be rate of minimum wages notified by the Central Government from time to time as under- 1. Minimum wages criteria defined for “Employment of sweeping & cleaning” will be considered for “Housekeeping cum Office boy” . 2. Minimum wages criteria defined for “Employment of Skilled/Clerical Workers” will be considered for “ Drivers” 3. Minimum wages criteria defined for “Employment of Watch and Ward (with/without arms)” will be considered for “Security guards (With / Without Armed)” |
| 9 | Page No. 24 Annexure-II | Certificate | Print Certificate on letter head of Client of the Vendor (such as Bank/Government/Reputed Private Organisation) to be submitted along with the RFP document Certificate ThisistocertifythatM/_____hassupplied/employed_____ Nos. of Manpower towards the Caretaker/Housekeeping | Print Certificate on letter head of Client of the Vendor (such as Bank/Government/Reputed Private Organisation) to be submitted along with the RFP document Certificate ThisistocertifythatM/_____hassupplied/em ployed_____ Nos. of Manpower towards the House-Keeping cum office boy / |



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BOY, DRIVERS AND SECURITY GUARDSराजस्थान मरुधरा ग्रामीण बैंक
RAJASTHAN MARUDHARA GRAMIN BANK(भारत सरकार, राजस्थान सरकार एवं भारतीय स्टेट बैंक का संयुक्त उपक्रम)
(Joint Venture of Govt. of India, Govt. of Rajasthan and State Bank of India)

| | | | | |
|----|--------------------------------------|------------------------------|--|---|
| | | | <p>& maintenance / Facility Management services At our Office/ Branch sites forthlast _____ years.</p> <p>The Services given by the above agency is Unsatisfactory/ Good/ Very good/ excellent {Tick whatever is appropriate</p> <p>Authorized Signature on behalf of client Place Date</p> | <p>Security guards (With / Without Armed)/ Drivers At our Office/ Branch sites forthlast _____ years.</p> <p>The Services given by the above agency is Unsatisfactory/ Good/ Very good/ excellent {Tick whatever is appropriate</p> <p>Authorized Signature on behalf of client Place Date</p> |
| 10 | Page No. 26 Annexure-iv | Certificate | <p>Certificate Performa</p> <p>Query raised-</p> <ol style="list-style-type: none"> Please clarify, whether we have to upload with Technical Bid or we have to submit after getting the Work order. Please clarify the EPF ECR and ESIC Register is applicable as proof. | <p>Bidder has to submit the Certificate Performa on company letter head Sealed and Signed by authorized signatory as token of acceptance only.</p> <p>Note: Actual certificate has to be submitted after getting the work order with the copy of EPF, ECR and ESIC Register as documentary / certificate proof.</p> |
| 11 | In entire RFP document | | Security Guard mentioned in entire RFP document. | Security Guard (With / Without Armed) will be considered in place of Security Guard in entire RFP document. |
| 12 | Page No. 7 Point No. 15. A. 10 | Minimum Eligibility Criteria | <<<New Point Added>>> | 10. The Private Security Agency Regulation Act (PSARA) License is mandatory for Security Guard (With / Without Armed). |
| 13 | Page No. 7 Point No. 15. A. 11 | Minimum Eligibility Criteria | <<<New Point Added>>> | Criteria and marking for Technical Evaluation as per Annexure – 1. |



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RAJASTHAN MARUDHARA GRAMIN BANK
 (Joint Venture of Govt. of India, Govt. of Rajasthan and State Bank of India)

| S N | Page No. & Point | Price Bid Format | Existing Para mentioned in RFP | | | | Revised Para in RFP | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | | | Pre requisite | Price for employing House-keeping staff cum Office Boy per month INR | Price for employin g Security Guard per month INR | Price for employing Driver per month INR | Pre requisite | Price for employing Security Guard with Arm per month INR | Price for employing Security Guard without Arm per month INR | Price for employing Driver per month INR | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | 10 Point No. 4 | | Bidders are required to furnish price bid as per format given below:- | Bidders are required to furnish price bid as per format given below:- | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| a) | Basic+ V.D.A | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| b) | Employer State Insurance (ESI) @3.25% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| c) | Employer Provident Fund (EPF) @ 13.00% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| d) | Any other charges | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| e) | Total (a to d) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| f) | Service Charge @ ... % (Minimum 2%) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| g) | Sub Total (e+f) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| h) | Service Tax (If any) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| a) | Basic + V.D.A | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| b) | Employer State Insurance (ESI) @ 3.25% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| c) | Employer Provident Fund (EPF) @ 13% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| d) | Any other charges | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| e) | Total (a to d) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| f) | Service Charge @ ... % (Minimum 2 %) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| g) | Sub Total (e+f) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| h) | GST | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| i) | Total Monthly charge Per Head (g+h) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Note:
 1. Service Charge & GST will be applicable on SN (e) i.e. Total of SN (a+b+c+d).
 2. Basic + VDA subject to be change as per GOI ordered issued time to time. Here bidders have to consider the GOI ordered dated 12/10/2020 for Basic + VDA.



प्रधान कार्यालय : तुलसी टॉवर, 9वीं बी रोड, सरदारपुरा, जोधपुर (राज.) 342003, दूरभाष - 0291-2657700, 762, 764
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TECHNICAL EVALULATION

Bank will evaluate the technical bid of the bidders on the points given as under.

| Sl.No. | Evaluation Matrix | Description | Max. Marks | Document attached |
|--------|--|---|-----------------------|-------------------|
| 1 | Constitution | Private/PublicLtd.Company/Partnership Firm | 10 | |
| | | Proprietor Firm | 5 | |
| | | | Total Marks 10 | |
| 2 | Average Annual Turnover – last 3 Financial Years and, 2017-18, 2018-19 and 2019-20). (Audited Balance sheet to be attached.) | More than Rs. 20 Crore | 10 | |
| | | Rs. 10 Crores to less than Rs. 20 crores | 7 | |
| | | Rs. 2.00 Crore to less than Rs. 10 Crores | 5 | |
| | | | Total Marks 10 | |
| 3 | PSA Should be providing Manpower Services in all over India. | More than 2000 and above Manpower | 10 | |
| | | More than 1000 to 2000 Manpower | 8 | |
| | | More than 500 to 1000 Manpower | 7 | |
| | | More than 100 to 500 Manpower | 6 | |
| | | | Total Marks 10 | |
| 4 | Experience in Executed Minimum SpecifiedValueOfWorkOfSimilar Nature (Manpower/ Housekeeping Services), completion experience certificate to beprovided | Work costing of Rs. 600 lacs & above for Public Sector/ Govt./ Bank etc. | 10 | |
| | | Work costing of Rs. 300 lacs & above but less than 600 lacs for Public Sector/ Govt./ Bank / etc. | 8 | |
| | | Work costing less than Rs. 300 Lacs for Public Sector/ Govt./ Bank / etc. | 6 | |
| | | Not Available | 0 | |
| | | | Total Marks 10 | |
| 5 | PSA Should have office in Rajasthan State | Office Address Proof in Rajasthan | 10 | |
| | | If not | 5 | |
| | | | Total Marks 10 | |
| 6 | PSA Should be providing Manpower Services in the state of Rajasthan (Submit the ESI Contribution of latest month as a proof of manpower details) | Above 600 nos. | 10 | |
| | | More than 300 nos. but less than 600 nos | 8 | |
| | | More than 200 nos. but less than 300 nos. | 6 | |
| | | Below 200 | 4 | |
| | | | Total Marks 10 | |



| | | | | |
|---|---|--------------------------------|--------------------|--|
| 7 | PSA should have Minimum 5 Clients in Banks/ PSU/ Govt Departments and other reputed private sector organizations in Rajasthan | More than 7nos of clients. | 10 | |
| | | More than 5 to 7nos of clients | 8 | |
| | | More than 1 to 5nos of clients | 6 | |
| | | | Total Marks | |
| | | | 10 | |
| 8 | Years of Experience | More than 10 years | 20 | |
| | | More than 5 to 10 Years | 16 | |
| | | Between 3 to 5 years | 12 | |
| | | | Total Marks | |
| | | | 20 | |
| 9 | Solvency Certificate | 1 Crore & above | 10 | |
| | | 80 Lac to less than 1 Crore | 8 | |
| | | 50 Lac to less than 80 Lac | 6 | |
| | TOTAL | | 100 | |

- The Minimum aggregate Marks to qualify in Technical Evaluation should be 60.

Note:

1. If the rate is same of two or more of the firms then L-1 will be decided on the basis of Highest marks in Technical Score.
2. The Bank have right to reduce the minimum marks to qualify in Technical Evaluation.
3. If L1 are more than one then Bank have right to distribute them as per Bank's requirement, geographically/ region-wise or other-wise.

