

## **SECTION-IX**

### **FINANCIAL BID**

To  
The Chief Executive Officer  
HLL BIOTECH LIMITED  
Chengalpattu - 603001

Subject: OUR FINANCIAL BID FOR PROVIDING MANPOWER SERVICES, HOUSEKEEPING EQUIPMENT ON OUTSOURCING BASIS AND HOUSEKEEPING CONSUMABLES.

Reference: HBL/ADMIN/HOUSEKEEPING MANPOWER & EQUIPMENT/2019-20  
Dated: 20-06-2019

Dear Sir,

Having examined the tender documents, terms and conditions stipulated therein, we the undersigned offer to provide the services to HLL BIOTECH LIMITED, IVC, Chengalpattu for outsourcing of the-

1. Skilled Manpower Services
2. Semi-Skilled Manpower Services
3. Supervisor Services
4. Housekeeping Equipment
5. Housekeeping Consumables

Name of tendering Company / Firm / Agency:  
Details of Earnest Money Deposit: Rs.  
D.D. / P.O. detail: (No., Date & Drawn on Bank):  
Date

Signature & Seal of the bidder

Note:

The contractor will be required to pay at least minimum wages. The contractor shall be responsible for providing all statutory benefit to the personnel employed by him like EPF, ESI etc, as applicable. During the contract period, ESI, EPF (employer contribution, as applicable, if any) and GST will be reimbursed as per actual along with the monthly bill on producing the original receipts.

Certificate:

1. Certified that I have carefully quoted the rates both in words and numerical/figures. In case of dispute, rates quoted in words shall be final.
2. Certified that I agree to all the terms and conditions of the tender document.
3. The rates quoted are escalation free and will remain fixed for the entire period of the contract.

Date

Signature & Seal of the bidder\_\_\_\_\_

Place

Name

**A) Skilled, Unskilled & Supervisor - Housekeeping Manpower Services on Outsourcing basis**

**Location: HLL Biotech Limited, IVC, Chengalpattu.**

**Rates per person per month (9 hrs per day including Tea & Lunch Breaks)**

**All Values in Rs.**

S.No	Category	No of Persons Required <b>A</b>	Wages per person including Variable Dearness Allowance (VDA) and it should not be less than the amount decided by Chief Labour Commissioner Central (C) w.e.f 01-04-2019	ESI @ <b>3.25%</b>	PF @ 13%	Statutory Bonus @ 8.33%	Any Other Charges(pl specify)	Service Charges <b>(Min 4%)</b>	GST @ 18%	Total Per Person/Month <b>B</b>	Total per Month <b>C = A*B</b>	Total per Year <b>D = 12*C</b>
1	Skilled Manpower	13	457									-
2	UnSkilled Manpower	17	390									-
3	Supervisor	1	551									-
<b>Total per year in Figures</b>											-	-
<b>Total per year in Words</b>												

B) Housekeeping Equipment on rental basis						
Location: HLL Biotech Limited, IVC, Chengalpattu.						
All Values in Rs.						
S.No	Particulars	Qty(In Nos)	Unit Rate	GST @ 18%	Amount Per Month	Amount Per Year
		A	B	C	D = A*B*C	E =12 * D
	<b>Equipment &amp; Machinery</b>					
1	Industrial Dry Vacuum Cleaner (25 L)	4				
2	Industrial Wet and Dry Vacuum Cleaner (25L)	2				
3	Battery Operated Ride-on Scrubber Dryer (120L Fresh and Dirty water)	1				
4	High Pressure Jet washer	1				
5	Battery Operated Walk Behind Scrubber Dryer (50L Fresh and Dirty water capacity)	1				
6	Mini floor washing machine (wet cleaning)	2				
7	Double Bucket Mop Wringer Trolley (80 L) with sack bag with lid (50 L)	1				
8	Double Bucket Mop Wringer Trolley	12				
9	Grass/ Bush Cutter	2				
Total per year in Figures						
Total per year in Words						

C) Housekeeping Consumables							
Location: HLL Biotech Limited, IVC, Chengalpattu.							
All Values in Rs.							
S. No	Material Details	UOM	Qty	Unit Price	GST	Amount Per Month	Amount Per Year
			A	B	C	D = A*B*C	E =12 * D
1	Cleaning Brush (Straight)	NO	10				
2	Cleaning Cloth	NO	30				
3	Cloth Cleaning Powder - 500 kg	KG	1				
4	Coconut Brooms	NO	10				
5	Glass Cleaner - Colin	NO	7				
6	D7 - Silver Polish	L	5				
7	Dish Wash Liquid	L	5				
8	Drainex cleaner	NO	20				
9	Floor Cleaner - Lizol 1 Litre	L	15				
10	Garbage Bag (Big)	PKG	30				
11	Garbage Bag (Small)	PKG	30				
12	Glass Cleaning Cloth ( Yellow)	NO	30				
13	Hand Brush - Long Brush	NO	10				
14	Mop Refill	NO	15				
15	Mop Stick with Refill	NO	25				
16	Mug	NO	10				
17	Napthelene Balls	Packet	3				
18	Plastic Broom	NO	20				
19	Cleaning Sponge for Vessels	NO	30				
20	Toilet Brush Bend	NO	10				
21	Towel (Big Size)	NO	15				
22	Towel (Small Size)	NO	20				
23	Wiping Cloth (checked)	NO	10				
24	Room Air freshner Spray - Godrej	NO	10				
25	Bottle Cleaning Brush	NO	5				
26	Checked Cloth -Big	NO	50				
27	Dettol - 500ml	NO	5				
28	Floor Wiper With Stick	NO	15				
29	Hand Towel - Medium	NO	20				
30	Hand Towel - Small	NO	15				
31	Toilet Air Freshener - Godrej / Odonil	NO	30				
32	Rubber Gloves	NO	30				
33	Scrubber Steel	NO	30				
34	Soft Brooms	NO	30				

35	Stainless Steel Sink Cleaner	NO	5				
36	Table Wiper	NO	10				
37	Tissue Paper	PKG	30				
38	Toilet Brush Round	NO	10				
39	Toilet Tissue Paper Roll	NO	60				
40	Urinal Cubes	NO	20				
41	Urinal Pad	NO	50				
42	Vim Gel 250 ml	NO	30				
43	R1: Cleaning and Sanitising of Bathroom / Toilet surfaces - Taski	L	10				
44	R2: All purpose cleaning agent - Taski	L	10				
45	R3: Glass cleaner - Taski	L	10				
46	R4: Furniture polish	L	5				
47	R5: Air Freshener / Room Freshener - Taski	L	10				
48	R6: Toilet bowl cleaner	L	10				
49	R7: For removal of oil and grease - Taski	L	5				
50	R9: Removal of hard stains from Bathroom Walls and Fittings - Taski	L	5				
51	Hand Gloves - Cloth	NO	30				
52	Face Mask	NO	50				
53	Caustic soda - Toilet Cleaning	PKG	4				
54	Good Sense - Taski	L	5				
55	Restroom Mat cotton	NO	5				
56	Soap Oil	L	5				
57	Patty blade	NO	10				
58	Scotch Brite Steel	NO	5				
59	Toilet Acid	L	3				
60	C Fold Tissue Paper	PKG	50				
61	Toilet Cleaning Phenol	L	5				
62	Fem Hand Wash	L	10				
63	Dettol Hand Wash 215 ML	NO	10				
64	Scrup Sponge	NO	10				
<b>Total per year in Figures</b>						0	0
<b>Total per year in Words</b>							

<b>Consolidated cost for Housekeeping Manpower, Equipment and Consumables for HLL Biotech Limited, IVC Chengalpattu</b>			
<b>All Values in Rs.</b>			
Skilled, Unskilled, Supervisor Services per Year <b>(A)</b>	Housekeeping Equipment per year <b>(B)</b>	Housekeeping Consumables per year <b>(C)</b>	Total <b>D = A+B+C</b>
<b>Consolidated Total per year in Figures :</b>			
<b>Consolidated Total per year in Words :</b>			

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Date

Signature & Seal of the bidder\_\_\_\_\_

Place:

Name: