

## ITI Limited, Rae Bareli Enquiry Letter

To

**Subject: Job Order for Job Contract Work in EDC Department**

Dear Sir

Sealed quotations are invited, on behalf of M/s ITI Ltd, Rae Bareli from the working Contractors of ITI, Ltd., Rae Bareli for the Job work of "Handling, Cleaning of computers, various Electronics/Mechanical instruments kept in OFC Training class room& furniture furniture's of OFC Training Class room, Hindi Hall, Opening & Closing of Department for cleaning by Civil Department & all routine works/activities of EDC Department. As per Terms & Condition given below:-

1. **Scope of Works-** As per BOQ, Annexure – A.
2. **Payment terms-** 100% payment shall be made after successful and satisfactorily completion of work through. However running payment may be accepted on Pro-Rata completion of work, if desired.
3. **Duration of Job Work:** 180 working day from the receipt of the Job-Work Order to party.
4. **Extra GST will be applicable on actual. GST deposit proof will have to be submitted by the party before release of the payment.**
5. Vendor shall strictly follow safety standards; ITI will not bear any responsibility for any accident during execution of work.
6. The contractor shall have to carry out the Job work in **General Shift (09.00 hrs – 17.00 hrs)** or on the basis of **as and when** required.
7. ITI reserve the right to reject any or all tenders without assigning reason thereof.
8. The site of work premises of ITI Ltd., Rae Bareli.
9. ITI Ltd. has no responsibility towards any losses suffered by contractor.
10. The contractor shall have to bear the responsibility of good conduct of his staff.
11. The contractor shall have to observe all security by laws.
12. Contractor shall maintain the wages, ESI and PF, as Labour Laws for workers deputed at site
13. Any dispute will be subjected to Rae Bareli Jurisdiction.

**Quotation Receipt Date: On or before 17.01.2022 at 16.00 Hrs in our Central Dispatch Department.**

**Tender opening date: 19.01.2022**

**Address to: Dy M EDC, Sultanpur Road, ITI Ltd, Rae Bareli – 229010. All bidders are requested to write due date top on envelop.**

**Dy M – EDC**

**Phone – 2287612**

# Bill of Quantity

Ref : - RB/EDC/OFC/Labour-Contract/01

Subject: Unskilled activities of EDC Department

SI No	Scope of Work	Unit	Qty	Unit Rate / Job (Approx)	Amount (In Rs)
1	1. Handling/Cleaning of computers, various Electronics/Mechanical Instruments kept In OFC Training class room. 2. Regular cleaning of furniture's OFC Training Class room & Hindi Hall 3. Opening & Closing of Departments (Class Room, Hindi Hall, Conference Room & other offices) for regular cleaning by Civil Department. 4. All routine works/activities of EDC Department.	Job (one job = 30 working Days)			

Grand Total -

**Note:**

1. Deployment of an unskilled labour for the above mentioned work for 30 working days (09 00 Hrs to 17.00 Hrs) shall be treated as One Job.
2. To carry the Job work, L-1 party must depute one unskilled labour, as and when required.

**Dy M - EDC**

Annexure - A