


जवाहर नवोदय विद्यालय ( शिक्षा मंत्रालय, स्कूल शिक्षा और साक्षरता विभाग, भारत सरकार,) पोस्ट: शंकरनगर तह: बिलोली जिला: नांदेड़. ४३१७३६		<b>JAWAHAR NAVODAYA VIDYALAYA</b> [Ministry of Education, Deptt. of School Education & Literacy, Govt. of India ] At/Post:- Shankarnagar- 431 736. Tal :Biloli Distt : Nanded (M.S.) <b>PhoneNo:02465-295244</b>
UDISE NO. 27150808701 Website:www.jnvnanded.com		CBSE AFFILIATION NO. 1140006 ** SCHOOL NO. 34047 <a href="mailto:jnvnanded1@gmail.com">jnvnanded1@gmail.com</a> / <a href="mailto:jnvnanded2010@gmail.com">jnvnanded2010@gmail.com</a>

फ. outsourcing / जनविनांदेड / 2020.21 /

दिनांक 21 / 10 / 2020

## **TENDER NOTICE**

Jawahar Navodaya Vidyalaya, **SHANKARNAGAR, TQ. BILLOLI, DISTT.NANDED (MS)** under the Ministry of Education, Govt. of India would like to fill the vacant posts of all non-teaching staff (viz. JSA /Store Keeper, Cook, Electrician-cum-plumber, Multi Tasking Staff, Mess worker / Mess Helper in JNV through outsourcing by engaging Registered Recruitment Agencies for the year 2020-21.

The sealed Tender from the eligible Recruitment Agencies is invited to supply the man power along with the detailed terms and conditions. To Collect the Blank Tender Form Fees Rs.200/- each from 23/10/2020 to 04/11/2020. The tenders should reach the office of the Principal, Jawahar Navodaya Vidyalaya, **Shankarnagar Tq Billoli Distt.Nanded.(MS)** on or before **on 05/ 11 /2020 by 04.00 PM** and it will be opened in the office of the undersigned at 11.30 am on 06/11/2020 in presence of Purchase Advisory Committee.

**(R.V.H.V.PRASASD)**  
**PRINCIPAL**

जवाहर नवोदय विद्यालय ( शिक्षा मंत्रालय, स्कूल शिक्षा और साक्षरता विभाग, भारत सरकार,) पोस्ट: शंकरनगर तह: बिलोली जिला: नांदेड ४३१७३६		<b>JAWAHAR NAVODAYA VIDYALAYA</b> <b>[Ministry of Education, Deptt. of School</b> <b>Education &amp; Literacy, Govt. of India ]</b> At/Post:- Shankarnagar- 431 736. Tal :Biloli Distt : Nanded (M.S.) <b>PhoneNo:02465-295244</b>
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फ. टेंडर / जनविनांदेड / 2020.21 /

दिनांक 21 / 10 / 2020

प्रति,  
मा संपादक साहेब,  
दैनिक लोकमत,  
नांदेड.

विषय:- टेंडर / निवीदा दैनिक वर्तमानपत्रामध्ये प्रसिध्द करणे बाबत

महोदय,

उपरोक्त विषयी विनंती की. जवाहर नवोदय विद्यालय शंकरनगर चे टेडर / निवीदा दैनिक वर्तमानपत्रामध्ये दिनांक 23 / 10 / 2020 रोजी नांदेड आवृत्ती मध्ये प्रसिध्द करावे ही नम्र विनंती,


सदर जाहिरातीचे बील **DAVP** दरामध्ये दयावे ही नम्र विनंती

धन्यवाद

आपला विष्वासू

(आर वी एच वी प्रसाद)  
प्राचार्य

सोबत :-टेंडर / निवीदा

<b>जवाहर नवोदय विद्यालय</b> ( शिक्षा मंत्रालय, स्कूल शिक्षा और साक्षरता विभाग, भारत सरकार.) पोस्ट: शंकरनगर तह: बिलोली जिला: नांदेड़. ४३१७३६		<b>JAWAHAR NAVODAYA VIDYALAYA</b> <b>[Ministry of Education, Deptt. of School</b> <b>Education &amp; Literacy, Govt. of India ]</b> <b>At/Post:- Shankarnagar- 431 736.</b> <b>Tal :Biloli Distt : Nanded (M.S.)</b> <b>PhoneNo:02465-295244</b>
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### **Terms and conditions**

Jawahar Navodaya Vidyalaya is a co-educational, residential school up to senior secondary level and located at **Shankarnagar Tq Billoli Distt.Nanded.** The agency is required to send the required manpower at JNV location as per the demand.

The details of educational qualification & experience for each post are appended herewith.

**Terms and conditions** for supply of required personnel shall be as under: -

1. The JNV, shall submit the demand to the Agency along with job profile, qualification and experience of candidates required and place of posting as per the requirement of personnel in the office.
2. The engaged personnel must be employee of the Agency and their remuneration / wages will be claimed from the supplying agency. They will have no claim of whatsoever nature including monetary claim or any other claim or benefit from JNV.
3. The JNV shall be entitled to supervise the services of candidates supplied by Agency. If JNV found the behavior or performance of the candidate unsatisfactory, JNV may issue instructions to the Agency to replace the personnel and the Agency shall comply with such directions issued by the JNV.
4. The Agency shall submit the profile with latest photograph and details qualifications date of birth and experience in respect of each personnel deployed to the NVS within 7 days from the receipt of the demand from JNV.
5. The Agency shall issue uniform and identity cards to the candidates.
6. The JNV shall not provide any transport, medical, staff quarter or any other facility.
7. The candidates provided by Agency maintain proper discipline and they obey the instructions / direction of the Principal, JNV Shankarnagar Tq Billoli Distt.Nanded.
8. The Agency shall be responsible for all losses / damages to the JNV due to negligence careless of the candidates provided by the Agency.
9. The personnel shall not indulge into any criminal activities, malpractice or undesirable activities. The Agency will be responsible for any misbehavior, criminal or civil consequences arising out of acts or omissions of manpower provided by it.
10. The JNV shall maintain the attendance of the Candidates.
11. In case the employees do not attend the work at any time for any reason, the Agency shall make alternate arrangement with providing suitable candidates at no extra cost, so that the daily work does not suffer.
12. The Agency shall be responsible for providing amenities and get license as required under the provisions of Contract Labour (Regulations and Abolition) Act 1970 & Other laws as applicable.
13. The Agency shall comply with all acts, laws and other state rules, regulations, bye-laws, etc as applicable or which might become applicable, touching upon this contract including. Minimum Wage Act 948 shop and establishment Act 954, ESI Act, 948, Provident Fund: and MP Act, 952, Bonus Act, Employees Compensation Act and take such steps as deemed necessary in this regard from time to time.

14. The Agency shall not sub contract the services of personnel sponsored by it. In case, the Agency found indulged in any unethical business practice such as levying of any charge on salary of its employees from providing employment in the premises of the JNV then this contract could be terminated at a subsequent date and first party shall withhold the Security Deposit / Bank Guarantee deposited by the Agency.
15. That if the Agency fails to provide satisfactory performance, the JNV shall be at liberty to terminate the contract and withhold the Security Deposit.
16. The JNV reserves the right to terminate the contract without any kind of notice. In case the Agency desires to terminate the contract before the expiry of the contract, in lieu of one-month notice or one month salary shall be paid by the Agency.
17. All disputes will be subject to the jurisdiction of the Nanded Courts.
18. The Bidder has to deposit **Rs. 10,000/-** as **Earnest Money Deposit** (refundable). (**State Bank of India, ADB, RAMTIRTH Branch Account No. 52180421425 IFSC Code No. SBIN0020453**). However, the same will be released in case of unsuccessful bidder and the E.M.D. in case of successful shall be retained and converted into security deposit. Total security deposit will be **Rs. 50,000/-** (EMD 10,000/- + SD 40,000/-). The successful bidder has to deposit the security deposit immediately as per the directions of JNV SHANKARNAGAR DIST.NANDED.
19. The remuneration payable along with the statutory obligations have to be quoted by the bidder, which shall be negotiable and acceptable to both parties after empanelment of the registered man power supplying agencies.
20. The remuneration payable to the employees shall be paid by the agency first and then bill has to be submitted for reimbursement along with proof of payment to the concerned employees. The attendance of the employees shall be maintained at JNV SHANKARNAGAR DIST.NANDED. and shall be supplied to the agency for payment of salary to the employee concerned before 4th of every month. The performance security deposit and monthly bill will not be release until the service provider produce documents of deposit of EPF in the engaged employee account as well as copy of bank pass book of engaged employee regarding the payment deposited in the saving bank account of the engaged person in the Vidyalaya. The contractor have to attach document regarding the deposit of EIS. The ESI card should be prepared for all the engaged employee in the Vidyalaya by the agency.
21. The period of this agreement is for 01 year from the date of agreement and on expiry of the said period, the contract may be extended by the mutual consent of both the parties.
22. The workers/ employees should not have any chronicle diseases. All workers/ employees should be physically fit, strong and mentally alert.
23. The employees appointed by the agency should have high moral and integrity.
24. If any employee appointed by agency found stealing or involving antisocial activity should be removed immediately and necessary action will be initiated as per law.
25. The agency has to make character verification of employees and submit the documents in the office for records.
26. Any penalty, claim, compensation has to be borne by the Agency.
27. Following documents must be enclosed with tender :
  1. Shop Registration under Shop Act.
  2. Register as employer (PTRC Certificate).
  3. PAN & Aadhar Card photocopy.
  4. EPF Registration photocopy.
  5. ESIC Registration Photocopy.
  6. GST Registration.
  7. Income Tax return of last year.
  8. Bank Account Details (Photocopy of passbook 1<sup>st</sup> page).
  9. Contact Labour supply License from Licensing Officer of District / competent authority.
  10. Permission letter from Superintendent of Police to provide security / labour with validity.
  11. Photocopy of AADHAR Card
  12. Deposit Slip for of Rs. 10,000/- as **Earnest Money Deposit**

28. In case of absence on any working day, the monthly remuneration will be regulated as per actual present days.
29. Minimum Wages shall be paid as per the rates fixed by Central Govt. or State Govt / UT from time to time, whichever is higher.
30. Tender Must be submit in 2 envelop and subject of tender also mention on both envelop with firm details :-

**Envelop 1 :All document (Total 12 Documents) mention in Terms & Conditions point No. 27**

**Envelop -2 : only Rate List .**

31. It's the sole responsibility of the Agency that statutory requirements / labour laws / welfare laws are being followed.

DATE: \_\_\_\_\_

Sign. of Tenderer

With full address

Mobile No

**JAWAHAR NAVODAYA VIDYALAYA, SHANKARNAGAR DIST.NANDED**  
**TENDER FROM THE ELIGIBLE RECRUITMENT AGENCIES FOR SUPPLY THE MAN POWER**  
**THE POSTWISE GENERAL DUTIES ARE AS UNDER:**

Sr No	Post	Qualification	Remarks / Brief Description of duties.
1.	JSA / Store Keeper	1)H.S.C. with 50% mark  2)Typing speed of 40 words per minute in English / 30 words per minute in Hindi.  3)Working knowledge of Computer.	(1) To maintain Stock Register for each item of store. (2) To prepare indents in respect of all consumable and non consumable items of stores required for Vidyalaya, Hostel, Mess, Staff Quarters etc. (3) To maintain files for procurement of stores and submission of proposals thereof for approval. (4) To procure and disburse stationery items and other items of stores.(5) To submit proposals for condemnation of unserviceable items of store for its write off.(6) To submit proposals for disposal of condemned articles through auction etc.(7) Any other duty assigned by the Office Superintendent /Principal. (8) At the time of taking delivery of the material purchased, he shall ensure that the materials received are counted, measured or weighed, as the case may be. He should also ensure that the quantities received are correct, their quality is good and they are according to approved specifications.(9) To get verified the stores physically from Physical Verification Committee once in a year.(10) Typing (Hindi , English, Marathi) work, filing work, Online data feeding work and other official work assigned by the /Principal.
2.	Cook	9 <sup>th</sup> class, Experience in Hotel / Mess Age 25 years to 35 years	To prepare and serve the Breakfast, meals. Cleaning of the Mess. & etc. What ever the duty assigned by Principal.
3	Electrician-cum-Plumber	S.S.C. with Diploma /Certificate in electrical /engineering/ Trade from a recognized ITI.	Electric & Plumbing repairing & maintaining work . What ever the duty assigned by Principal.
4.	Multi Tasking staff	Primary	1)To upkeep and maintain neat and clean in and around the whole school building including toilets, classrooms, Principal Room, office, activity rooms, Labs, Hostel, Toilets & Bathroom of Hostels etc., Vidyalaya campus, Roads, Playgrounds and wherever he/she is deputed for cleanliness work and other official work assigned by the Principal. 2) Security of Vidyalaya building, campus, Vidyalaya's property, security of students, staff members in the Vidyalaya, Duty at Main / Office gate, proper inquiry and registration of visitors, Maintain decorum and discipline with visitor and other official work assigned by the Principal. 3)What ever the duty assigned by Principal.
5	Mess worker / Mess Helper	Primary	The mess workers will help to prepare and serve the meals, cleaning of mess, utensils & etc. and any other duties assigned by the mess dept. What ever the duty assigned by Principal.

(R.V.H.V.PRASASD)  
**PRINCIPAL**

Name of Firm / Tenderer : \_\_\_\_\_

Address : \_\_\_\_\_

Mob. No. : \_\_\_\_\_

To,

The Principal  
Jawahar Navodaya Vidyalaya,  
SHANKARNAGAR  
DIST.NANDED

Sub: Submission of Tender Schedule for the supply of \_\_\_\_\_  
for the year 2020-21 - Reg.

Sir,

In pursuance to your office tender notice published in the undersigned wish to submit this application to participate in the tender for \_\_\_\_\_.

1. I have deposited Rs. \_\_\_\_\_ (in words \_\_\_\_\_) drawn in favour of the PRINCIPAL, JAWAHAR NAVODAYA VIDYALAYA, SHANKARNAGAR DIST.NANDED towards cost of tender schedule and **Earnest Money Deposit** (Bank deposit slip enclosed).  
(State Bank of India, ADB, RAMTIRTH Branch)  
**ACCOUNT NO:- 52180421425 IFSC CODE:- SBIN0020453.**
2. The rates quoted by the undersigned are inclusive of GST and all taxes which is applicable for manpower supply, transportation charges etc. The rate holds good for one year from the date of agreement. I/We abide by the terms & conditions set forth in the tender notification and will ensure to supply as per sample/specifications.

Thanking you,

Yours faithfully,

DATE: \_\_\_\_\_

Sign. of Tenderer  
With full address

**JAWAHAR NAVODAYA VIDYALAYA, SHANKARNAGAR DIST.NANDED**

**Technical Bid**

**Name of Firm / Tenderer**

\_\_\_\_\_

**Address :**

\_\_\_\_\_

**Mob. No.**

\_\_\_\_\_

**Annexure-A [envelope 1]**  
**with ALL Documents (Total 12) mentioned in**  
**Term & Condition point No. 27]**

S. N	PARTICULARS	REMARKS
1	Name of the Proprietor	
2	Name of the firm	
3	Full Address of the firm with PIN Code.	
4	Contact No. with STD Code Mobile No.	
5	E mail ID	
6	Firm Registration Certificate No. (Enclose copy)	Number _____ YES / NO (Pleas ✓ for correct)
7	License No. with validity date	Number _____ Validity upto _____
8	ESIC No. (Enclose photocopy)	
9	EPFO No. (Enclose photocopy)	
10	GSTIN No. (Enclose photocopy)	
11	PAN (Enclose photocopy)	
12	TAN No. (Enclose photocopy)	
13	AADHAR No. (Enclose photocopy)	
14	Details of EMD	Amount : _____ Date : _____ Bank Name : _____
15	Your Bank Account No. ( Enclose 1 <sup>st</sup> Page of Pass Book Copy)	A/C No. _____ IFSC Code : _____ YES / NO (Pleas ✓ for correct)
16	Tender Form Terms and Condition (Signed copy should be enclosed- 4 Pages)	YES / NO (Pleas ✓ for correct)
17	Experience in Tender (Copy of Supply order/ Contract Agreement may be enclosed)	YES / NO (Pleas ✓ for correct)

**UNDERTAKING**

I hereby declare that, the above information/documents /furnished are true to the best of my knowledge. I/we, am/ are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate Law. If any information given by me/us in the above technical bid is found incorrect or false at any stage, the entire EMD/security deposit will be forfeited by the Jawahar Navodaya Vidyalaya Washim.

I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.

**Place:** \_\_\_\_\_

**Date :** \_\_\_\_\_

Signature of Tenderer  
and affix address seal  
Affix Firm Address Seal



**JAWAHAR NAVODAYA VIDYALAYA, SHANKARNAGAR DIST.NANDED**

**FINANCIAL BID**

**Annexure-B [envelope 2 ]**

**Name of Firm / Tenderer** \_\_\_\_\_

**Address :** \_\_\_\_\_

**Mob. No.** \_\_\_\_\_

**RATE LIST**  
**TENDER FOR PROVIDING OUTSOURCING SERVICES FOR**

S r N o.	Post	<u>Category of the worker i.e. Skilled / Unskilled</u>	<i>EPF rate per unit</i>	<i>ESIC rate per unit</i>	Total amount per day to be quoted by the Agency for the services to the JNV Rate per Day ( Net amount)	
					With Meal along with students in the mess	Without Meal
1	<b>JSA / Store Keeper</b>	Skilled 01				
2	<b>Cook</b>	Skilled 01				Only fill the rates with meals
3	<b>Electrician- cum-Plumber</b>	Skilled 01				
4	<b>Multi Tasking staff</b>	Unskilled 01				Only fill the rates with meals
5	<b>Mess Worker/ Mess Helper.</b>	Unskilled 01				Only fill the rates with meals

Signature of Tenderer

Address

Affix Firm Seal

कार्यालयीन कामकाज हेतु	
खरेदी समिती सदस्यों के हस्ताक्षर	

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	
मा.जिल्हाधिकारी यांचे प्रतिनिधी नांदेड.	प्राचार्य साईबाबा कॉलेज शंकरनगर	शिक्षणाधिकारी जि.प. नांदेड यांचे प्रतिनिधी	वरिष्ठ शिक्षक, ज.न.वि. शंकरनगर	उप प्राचार्य ज.न.वि. शंकरनगर	प्राचार्य ज.न.वि. शंकरनगर	