



Securities and Exchange Board of India

**SEBI Bhavan, Plot No. C-4A, 'G' Block,
Bandra-Kurla Complex, Bandra (E),
Mumbai 400 051**

**Tender No. FMD/ 16 /2021
Tender Document – Part III
(Price Bid)**

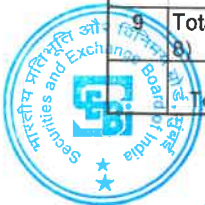
**Annual Contract for providing Caretaking
Services in SEBI's Transit Accommodations in
Mumbai**

Tender issued to

TENDER FOR PROVIDING CARETAKING SERVICES AT SEBI'S TRANSIT ACCOMMODATION IN MUMBAI		
PART II - PRICE BID		
Sr. No.	Particulars	Amount per Annum (Rs. P.)
1	Total cost of manpower for Transit Accommodation at SEBI Aavas	
2	Total cost of manpower for Transit Accommodation at Maker Tower	
3	Total	
4	GST @ 18% on Sr. No. 3	
5	Grand Total (Sr. No. 3 + Sr. No. 4)	
Grand Total in words _____		



Schedule of Quantities								
Schedule of monthly charges towards provision of supervisor/cook/food service staff/helper at SEBI's TRANSIT ACCOMMODATION at SEBI Aavas, Malad East, Mumbai and Maker Tower, Cuffe Parade, Mumbai								
Sr. No.	Description of Work	No. of Contract staff required per month (A)	Qty. (No. of months) (B)	Rate per Month (in Rs.) (C)	Service charges per person per month on percentage basis (in Rs.) (D)*	Total Amount per month (in Rs.) (E) = (C*(1+D/100))	Total Amount per year (in Rs.) (F) = (B*E)	
SEBI Aavas Transit Accommodation								
1	Charges for services of one no. highly skilled, qualified, trained and experienced supervisor. The rate must include all the provisions mentioned in the tender documents. [Refer Schedule of Quantities (A)]	1.0	12	37,252.00	____%			
2	Charges for services of one no. skilled, qualified, trained and experienced cook. The rate must include all the provisions mentioned in the tender documents. [Refer Schedule of Quantities (B)]	1.0	12	34,922.00	____%			
3	Charges for services of one no. semi skilled, trained and experienced food service staff. The rate must include all the provisions mentioned in the tender documents. [Refer Schedule of Quantities (C)]	1.0	12	31,559.00	____%			
4	Charges for services of one helper for the cook. The rate must include all the provisions mentioned in the tender documents. [Refer Schedule of Quantities (D)]	1.0	12	29,229.00	____%			
5	Total Amount per year for Transit Accommodation at SEBI Aavas (Sr. No. 1F+2F+3F+4F)							
Maker Tower Transit Accommodation								
6	Charges for services of one no. skilled, qualified, trained and experienced cook. The rate must include all the provisions mentioned in the tender documents. [Refer Schedule of Quantities (B)]	1.0	12	34,922.00	____%			
7	Charges for services of one helper for the cook. The rate must include all the provisions mentioned in the tender documents. [Refer Schedule of Quantities (D)]	1.0	12	29,229.00	____%			
8	Total Amount for Maker Tower Transit Accommodation (Sr. No. 6F+7F)							
9	Total amount for one year for TRANSIT ACCOMMODATION at SEBI Aavas and Maker Tower (Sr. No. 5 + 6)							
	Total Amount in words							



Schedule of Quantities (A)	
Monthly Gross Payments to Supervisor (Highly Skilled)	
Earnings	Amount (Rs. P.)
Actual Basic	18,018.00
Variable Dearness Allowance (as on 01.04.2021)	4,160.00
HRA (@10% of Basic+DA)	2,218.00
PF Employer's Contribution (@13% on Basic +DA or Rs. 15,000/- whichever is lower)	1,950.00
Conveyance Allowance	3,500.00
Lunch Allowance, Washing Allowance,CCA,etc.	3,000.00
ESIC Employer's Contribution (@3.25% of Basic+DA+HRA+Conveyance Allowance)	N.A.
Gross Earnings for 1 no. Supervisor	32,846.00
Bonus (8.33% of {(Basic + DA) or Rs. 7000/- p.a. whichever is higher}) equated on monthly basis	1,847.00
Leave Wages (21 days p.a. equated on monthly basis)	1,493.00
Gratuity (15 days p.a. equated on monthly basis)	1,066.00
Total Amount	37,252.00
Schedule of Quantities (B)	
Monthly Gross Payments to Cook (Skilled)	
Earnings	Amount (Rs. P.)
Actual Basic	16,562.00
Variable Dearness Allowance (as on 01.04.2021)	3,822.00
HRA (@10% of Basic+DA)	2,038.00
PF Employer's Contribution (@13% on Basic + DA or Rs. 15,000/- whichever is lower)	1,950.00
Conveyance Allowance	3,500.00
Lunch Allowance, Washing Allowance,CCA,etc.	3,000.00
ESIC Employer's Contribution (@3.25% of Basic+DA+HRA+Conveyance Allowance)	N.A.
Gross Earnings for 1 no. Cook	30,872.00
Bonus (8.33% of {(Basic + DA) or Rs. 7000/- p.a. whichever is higher}) equated on monthly basis	1,698.00
Leave Wages (21 days p.a. equated on monthly basis)	1,372.00
Gratuity (15 days p.a. equated on monthly basis)	980.00
Total Amount	34,922.00



Schedule of Quantities (C)	
Monthly Gross Payments to food service staff (semi -skilled)	
Earnings	Amount (Rs. P.)
Actual Basic	15,054.00
Variable Dearness Allowance (as on 01.04.2021)	3,510.00
HRA (@10% of Basic+DA)	1,856.00
PF Employer's Contribution (@13% on Basic +DA or Rs. 15,000/- whichever is lower)	1,950.00
Conveyance Allowance	3,000.00
Lunch Allowance, Washing Allowance,CCA,etc.	2,500.00
ESIC Employer's Contribution (@3.25% of Basic+DA+HRA+Conveyance Allowance)	NA
Gross Earnings for 1 no. food service staff	27,870.00
Bonus (8.33% of {(Basic + DA) or Rs. 7000/- p.a. whichever is higher} equated on monthly basis)	1,546.00
Leave Wages (21 days p.a. equated on monthly basis)	1,250.00
Gratuity (15 days p.a. equated on monthly basis)	893.00
Total Amount	31,559.00
Schedule of Quantities (D)	
Monthly Gross Payments to Helper (unskilled)	
Earnings	Amount (Rs. P.)
Actual Basic	13,598.00
Variable Dearness Allowance (as on 01.04.2021)	3,172.00
HRA (@10% of Basic+DA)	1,677.00
PF Employer's Contribution (@13% on Basic +DA or Rs. 15,000/- whichever is lower)	1,950.00
Conveyance Allowance	3,000.00
Lunch Allowance, Washing Allowance,CCA,etc.	2,500.00
ESIC Employer's Contribution (@3.25% of Basic+DA+HRA+Conveyance Allowance)	NA
Gross Earnings for 1 no. Helper	25,897.00
Bonus (8.33% of {(Basic + DA) or Rs. 7000/- p.a. whichever is higher} equated on monthly basis)	1,397.00
Leave Wages (21 days p.a. equated on monthly basis)	1,129.00
Gratuity (15 days p.a. equated on monthly basis)	806.00
Total Amount	29,229.00



Schedule of Quantities for Food items					
Sr. No.	Types of food	Food items to be served in the food dish	Rate in Rs.		Approx Qty in Nos.
			Rs	P.	
1	Lunch / Dinner (Veg.)	1. Soup 2. Rice / Pulav / Biryani 3. Roti / Chapati / Paratha 4. Dal 5. Vegetables --1 dry vegetable --1 gravy vegetable 6. Fruit portion (cut/whole) 7. Sweet 8. Pickle and Papad 9. Curd / Butter milk / Raita 10. Salad	200.00		800
2	Lunch / Dinner (Non-veg.)	1. Soup 2. Rice / Pulav / Biryani 3. Roti / Chapati / Paratha 4. Dal 5. Vegetables --1 dry vegetable --1 gravy vegetable 6. Fruit portion (cut/whole) 7. Sweet 8. Pickle and Papad 9. Curd / Butter milk / Raita 10. Salad 11. one Non-veg item	250.00		800
3	Continental Breakfast	1. Bread with Butter and Jam (4 slices), Boiled egg or egg preparation 2. Corn flakes with milk 3. Tea/ Coffee with cookies /Fruit / Juice	80.00		500
4	Breakfast	1. Idli with Sambar or chutney/ Medu vada with Sambar or chutney/ Pav bhaji/ Dosa with Sambar or chutney/ Pav bhaji/ Poha/ Upama / Paratha etc. 2. Bread with Butter and Jam (2 slices) 3. Tea/ Coffee with cookies /Fruit / Juice	80.00		800



Sr. No.	Types of food	Food items to be served in the food dish	Rate in Rs.		Approx Qty in Nos.
			Rs	P.	
5	VIP Lunch / Dinner (Veg. / Non-veg.)	1. Soup 2. Rice / Pulav / jira rice/ Biryani 3. Roti / Chapati / Paratha 4. Dal 5. Vegetables --1 dry vegetable --1 gravy vegetable (Paneer) 6. Fruit portion (cut/whole) 7. Sweet 8. Pickle and Papad 9. Curd / Butter milk 10. Salad 11. Two Non-veg items	300.00		100
6	Tea/ Coffee	Regular tea/ Black tea/ Lemon tea/ Green tea/ Bru/ Nescafe coffee/ Black coffee	10.00		500
7	Mini Lunch / Dinner(Veg.)	1. Rice 2. Chapati 3. Dal 4. Vegetables --1 Gravy vegetable	50.00		5000
8	Mini Breakfast	Anyone item – Idli with Sambar or chutney/Medu vada with Sambar or chutney/ Dosa with Sambhar or Chutney/Pao Bhaji / Poha / Upma	50.00		100
<p>Note: The rates for all the meal categories shall be fixed as detailed above and the agency would be paid the above rates plus GST as applicable. The caretaking staff shall be provided Mini Lunch / Dinner.</p>					

