

**PART A-TECHNICAL ELIGIBILITY REQUIREMENT FOR THE TENDERING COMPANY/FIRM/ AGENCY**

The following shall be the minimum technical eligibility criteria for selection of the bidders. The tendering company/Firm/Agency shall furnish the stamped and self attested copies of document with technical bid.

Sl. No.	REQUIREMENT	COPY OF RELEVANT DOCUMENT TO BE UPLOADED	ENCLOSED YES/NO	PAGE NO. OF BID DOCUMENT
1	The company/Firm/Agency should be registered with appropriate registration authority (It may be registered with CPWD/PWD of State Govt/ Railways/ MES/ Registered under Companies Act, 2013 etc.)	Copy of valid Registration Certificate to be uploaded		
2	The company//Firm/Agency should be registered with labour department, EPFO, and ESIC	Support with Self attested copy of i) Registration certificate of central or state government labour department ii) EPFO registration number of the company iii) ESIC registration number of the company		
3	Copy of EMD (the original DD should reach this office on tender submission end date)	Scan copy of EMD		
4	Income Tax Return of last three years. Financial year 2023-24 (Assessment year 2024-25) Financial year 2024-25 (Assessment year 2025-26) Financial year 2025-26 (Assessment year 2026-27) If income tax return of financial year 2025-26 is not filed due to any reason indicate the same and ITR for the financial year 2022-23 will be considered	Support with relevant copies of the Income Tax Return for Financial year 2022-23, 2023-24, 2024-25		
5	Affidavit of non blacklisting of firm of date not older than six months from date of bid submission end date as mentioned in the critical date sheet of this tender document	Submit latest original affidavit paper not older than Six months on the date of tender submission end date.		
7	Experience: Experience of having successfully completed similar nature of work like supply of manpower to Archaeological Survey of India / State Archaeology during last seven years (2017 to 2024) and should fulfil either of the following :  i) Three similar completed works costing not less than the amount equal to 40% of the Tender cost or  ii) Two similar completed works costing not less than the amount equal to 50% of the Tender cost or  iii) One similar completed works costing not less than the amount equal to 80% of the Tender cost  Note: i) On-going work orders will not be considered ii) work order without matching completion certificate will not be considered	The bidders to ensure that only copies of work order and matching completion certificate is uploaded.		
8	PAN card :	Copy of PAN		
9	GST Registration Number of firm:	Copy of GST Registration Number		
10	Financial Turnover: Financial year 2023-24 Financial year 2024-25 Financial year 2025-26  If Financial year 2025-26 is not available for Financial year 2022-23 will be considered  The average financial turnover during the last three years ending 31 <sup>st</sup> March of the previous financial year should be at least 30 % of the estimated cost.	Enclose financial turnover certificate from Statutory Auditor		



Sl. No.	Details of contractor/ Firm/ Agency's documents (To be filled by the bidder and uploaded on cpp Portal)	
1.	<b>Contractor/ Firm/ Agency</b>	
	a) Name of Licensee as per the registration certificate	
	b) Firm Registration issuing Authority	
	c) Firm's Registration Number	
	d) License Validity	Valid from _____ up to _____
	e) Address of Contractor/Firm/ Agency	
	Phone Number & Mobile Number	
	E-mail Id	
5.	GST Registration Number	
6.	PAN Number	
7.	a) MSME Registration Number	
	b) Validity	Valid from _____ up to _____
	c) Type of service registered for	
8.	a) NSIC Registration Number	
	b) Validity	Valid from _____ up to _____
9.	Demand Draft / FDR Number and Date for EMD	EMD :

Financial Year	Annual Turnover Amount (Rs. In Lakhs)	Remarks (if any)
2023-24		
2024-25		
2025-26		

Financial turnover of the tendering company/ Firm/Agency with documentary proof (attach certificate from Statutory Auditor)  
\* If Turnover of Financial year 2024-25 is not available, turnover of Financial year 2022-23 will be considered  
Give details of the major similar contract handled by the tendering company/firm/ Agency

Sl.No.	Details of client along with address, mobile/ telephone	Amount Value of contract (Rs. In lakh)	Duration of contract	
			From	To
1.				
2.				
3.				
4.				

If space provided is insufficient separate sheet may be attached.

Date:  
Place:

Signature of Authorised Person

Seal



**TENDER FORM**  
**PART B (APPLICATION FOR FINANCIAL BID)**

1. Name of the tendering Company/Firm/Agency \_\_\_\_\_  
(Attach copy of registration)
2. Name of Proprietor/ Director of company / Firm/ Agency \_\_\_\_\_
3. Details of Earnest Money Deposited : \_\_\_\_\_
4. **The rates to be quoted in accordance with Minimum wages Act of Central or of concern district issued by concern Labour department / district authority whichever is higher will be protected as per the extant government rule.**
5. The agency will ensure that it is complying with all statutory liabilities relating to taxes, payment of minimum wages and other statutory liabilities.
6. Description of works:

Sl. No.	Name of Monuments	Approx. units required (Unskilled manpower for removal of snow / Vegetation from monuments/site )	Approx. units required (Unskilled manpower for cleaning of Toilet block)	Remarks
<b>Sub Circle Kangra, District Kangra (H.P.)</b>				3) Units may increase or decrease at different monuments / sites as per requirement.
1	Ruined fort Kangra, District Kangra (H.P.)	630 Units	1296 Units	
2	Kotla Fort, District Kangra (H.P.)	180 Units	315 Units	
3	Rock Cut Temple, Masroor, District Kangra (H.P.)	180 units	630 Units	
4	Katoch Palace, Tira Sujanpur District Hamirpur (H.P.)	180 units	315 Units	
5	Shiva Temple Baijnath, District Kangra (H.P.)	--	630 Units	
6	Bhim Ka Tila Chaitru, District Kangra (H.P.)	--	315 Units	
7	Ruined fort Nurpur, District Kangra (H.P.)	280 Units	--	4) The period of contract shall be extended for a period one to two months as per requirement with approval of competent authority
<b>Sub Circle Chamba, District Chamba (H.P.)</b>				
1	Laxmi Narayan Temple, Chamba District Chamba (H.P.)	--	315 Units	
2	Mani Mahesh Temple, Bharmour Chamba (H.P.)	180 units	--	
3	Nar Singh Temple, Bharmour Chamba (H.P.)	180 Units	--	
<b>Sub Circle Shimla, District Shimla (H.P.)</b>				
1	Vice Regal Lodge ( R.P.Niwas) Shimla, District Shimla (H.P.)	--	315 Units	
<b>Sub Circle Mandi, District Mandi (H.P.)</b>				
1	Trilokinath Temple Mandi, Distt. Mandi (H.P.)	--	315 Units	
2	Hidimba Devi Temple Manali, Distt. Kullu (H.P.)	60 units	630 Units	
3	Buddhist Monastery Tabo Distt Lahaul & Spiti (H.P.)	200 units	315 Units	
4	Mirkula Devi Temple, Udaipur Distt. Lahaul & Spiti (H.P.)	150 Units	--	
<b>Total Units</b>		<b>2220 Units</b>	<b>5391 Units</b>	

**Components of labour rate:**

S. No.	Component of Rate Unskilled labour	Amount
i)	Daily wage rate including existing allowance (in accordance with the Minimum Wages Act 1948)	
iii)	Employees provident fund @ 13.00 % of (i) (if applicable)	
iii)	Employees State Insurance @ 3.25 % of (i) (if applicable)	
iv)	Contractor service charge .....% of (i) above	
v)	Total i +ii+iii+ iv above	
vi)	Service Tax of .....% (v) above or as applicable	
vii)	Total of (v + vi) above	
viii)	Total rate rate per unit per day	

a. As per actual requirement at a particular monument/Site

**Note: Rates to be quoted in BOQ only (All figures in Indian National Rupees)**

**Note: GST and other taxes will be paid as per the Act/Rule/Govt. Order passed from time to time**

**EVALUATION CRITERIA:**

1. The bidder who fulfils Technical Eligibility Requirement mentioned under Technical Eligibility Requirement shall be declared technically qualified and financial bid in respect of only technically qualified bidder shall be opened.
2. The bidder who quotes lowest rates for the work mentioned above of Application for financial bid will be declared L1.
3. In case of tie among L1 vendors, the bidder who has completed more work order for supply of manpower for conservation in a single work order will be declared L 1 .
4. The work shall be awarded to L1 bidder.

**Notes:**

1. In cases where the bidder has submitted "NIL" Service Charges, the bid shall be treated as unresponsive and will not be considered in terms of the provisions of Ministry of Finance, Department of Expenditure OM NO. 29(1)/2014-PPD dated 28<sup>th</sup> January, 2014.

Date:  
Place

Signature of authorized person  
Full Name:  
Seal of company

