

FINANCIAL BID FOR selection of Manpower agency and payroll management in WCDC.

(to be put in a separate envelope)

A	B	C	D
S.no	Agency service fee charged per unit (in Rs)	GST/ Taxes as applicable on Agency Service fee in Rs	Total agency service fee including all taxes/charges per unit
1		GST on B only =C	D= B+C

Net Agency Service fee including all taxes charged in D (Excluding honorarium) in Rs

(Indicate both in words and Figure)

Authorised Signature of Agency

Name

Seal with Date

Pre-bid queries received for RFP Selection of Manpower
Agency for Staffing & Payroll Management WCDC, GoB
(Tender Reference No EDC/E-Proc/01/2022-23)

Name of person/ Company	Query	Clarification	Remarks
Dhawal Agrawal Sr Manager (Bids & Proposals) +91-7748811117 0755-4252888 (Extn 302) Primeone Workforce Pvt. Ltd.	1. Rs. 3000 is the honorarium will it carry EPF & ESI?	INR 3000 Rs monthly is an honorarium for the respective position, in such case, there is no provision of ESI and EPF.	
	2. In case the EPF and ESI are applicable then minimum wages should be applicable. Please clarify.	This position is not a fixed and full-time engagement. He /She will get an honorarium instead of salary. The person required for this position should be a resident of the respective Gram Panchayat only	
	3. In RFP, EPF and ESI details, but giving honorarium only. Actually, honorarium is not salary then Why EPF/ESI details are asked.? Please clarify.	EPF/ESI is not applicable for these panchayat level positions. As per prescribed RFP (refer to pg. 25, clause m) it is mentioned that in coming future if WCDC feels the need of new category of manpower apart from these Gram Panchayats, then, the provision of EPF and ESI may be required/ changes/ amendments in law.	
	4. There should be a minimum Service Charge, as the project is large & requires a lot of management /Operations.	Agency will quote their management fee/Service fee including GST. WCDC will not pay any GST on the honorarium amount. According to rule no 33 of GST ACT as value of supply of services in case of pure agent. “ According to this rule	

		provider receives, only actual amount incurred to procure such goods or services in addition to the amount received for supply he provides on his own account".	
Amit Bahri State Coordinator Ex Bureau Patna M: 707091377	Reducing turnover from 75 Cr, Request to reduce or allow to add turnover of sister concern company	As per RFP	
Sunil Trivedi Director T&M Services Consulting Pvt Ltd Cell : 9820283963	page 8 PBG 10% for all government-funded schemes and 1) Central government participating schemes PBG is made at 3% as per central government procurement notification . Request to kindly do the needful.	Performance bank Guarantee is Rs INR 3 Crores only. The agency has to update it yearly before one month of the date of expiry.	
	page 23. section 4.4 Technical qualifying criteria (Point 3) - Experience of providing Manpower services (including pay rolling) for at least 4500 employees to government client (Query Is this for one client or together for multiple government clients)	one client or together for multiple government clients.	

	<p>page 31 section 5.4 Staffing requirement (The consolidated Honorarium mentioned is less than minimum wages and we also have to provide employer contribution of EPF, ESIC, Bonus, etc (Request to kindly make the changes as per Government Minimum wages guidelines. Also the minimum wages are increased every six months hence clause that salaries will be increased as per notification of minimum wages, this is required as the contract is going to be for a period of 3 years)</p>	<p>This position is not a fixed and full-time engagement. He /She will get an honorarium instead of a salary. The person required for this position should be a resident of the respective Gram Panchayat only</p>	
	<p>Maternity benefits as per government guidelines</p>	<p>Maternity benefit Act 2017 may be considered as per the organizational norms.</p>	
	<p>Leaves policy as per government guideline</p>	<p>Approved Bihar government leaves with 2 days' special leave.</p>	
<p>Rakshak Securitas Pvt. Ltd. (Tendering Department tt.)</p>	<p>What will be the actual value or the percentage of bank guarantee of the selected agencies?</p>	<p>Performance bank Guarantee is Rs INR 3 Crores only. The agency has to update it yearly before one month of the date of expiry.</p>	<p>ESI/PF</p>
	<p>The value of ESI & PF is to be submitted to the agencies along with the bill or will be paid by WCDC</p>	<p>Rs 3000 monthly is honorarium, No ESI and PF will be paid. Wherever ESI/PF would be applicable as per law. The agency will pay and submit bill with details and it would be reimbursed by WCDC.</p>	

	Candidate shall possess smartphones by whom will the smart phone given?	As per clause 5.4 of RFP document qualification & eligibility of the Candidates shall possess a smartphone and know its basics operation would be considered for selection.	
	who will pay a monthly bill of mobile?	Provision of Rs 100 for monthly mobile bill.	
	Consolidated honorarium per month Rs 3000 clear minimum wages as per Bihar Govt. for ESI/PF amount.	In case of honorarium, no ESI/PF will be applicable.	
	Consolidated honorarium per month Rs 3000 including ESI/PF or excluding	In case of honorarium, no ESI/PF will be applicable.	
Manoj Kumar Manager – Operations Easy Source HR Solutions Pvt. Ltd. Corp Office: 10B 25 Gopala Towers Rajend ra Place New Delhi - 110008	Kindly clarify regarding PBG, which one will be payable by selected bidder, PBG value equivalent to 10% of the contract value OR value INR 3,00,00,000 only (Three Crores only)?	Performance bank Guarantee is Rs INR 3 Crores only. The agency has to update it yearly before one month of the date of expiry.	
	It is also requested to consider the preceding Financial Year (i.e. FY 2021-22) with the last three financial years. (i.e. FY 2018- 19, 2019-20, 2020-21) for Average annual turnover of the bidder from Manpower services. As the Audited balance sheet of preceding Financial Year (i.e. FY 2021-22) is now available with almost all the Companies.	2018- 19, 2019-20, 2020-21) will be considered for the Average annual turnover of the bidder from Manpower services.	
	Kindly clarify regarding CA Certificate for Technical Capability,	(i.e. from April 2018 to March 2021) will be considered	

	<p>which last 3 years will be considered by WDCD, last 3 years (i.e. from April 2018 to March 2022) OR last 3 years (i.e. from January 2018 to December 2020)?</p>		
	Is there any deployed existing manpower or the selected agency will have to deploy all the required manpower for this project?	Both- Some would be given while the selected agency will have to deploy/ select required manpower for this project	
	<p>It is requested to revise/amend the existing clause as below: Experience of providing Manpower services (including Payrolling) for at least 4,500 employees (on a monthly average over the last 3 years) to Government client (Any state or central) in India or PSU (Any state or central) or Public Sector Banks in India or Local/ Civic Authorities Or Public Private Partnerships Companies.</p>	Such companies would be considered if they complete all parameters.	
Atul Jain GA Digital web world P Ltd	As per the guidelines issued by Min of Finance regarding the blacklisting the vendor blacklist /banned suspended by any department or ministry is eligible to participate in all other tenders except the same ministry department (letter on page 1095-1089	AS per RFP document paged 22 clause4.3 undertaking of no blacklisting is mandatory.	
Quess Corp Limited	What are all IT systems required?	Mobile app and MIS dashboard at	

		Headquarter App for , monitoring daily activities, meeting details and other reports on different parameters	
	Total count of existing manpower which will be transferred to new agency	In first phase selected agency will have to deploy/ select 250 Manpower.	
	Pay slip to be uploaded on department PMS	The agency can use own PMS but pay slip/ payment proof will be required for WCDC. Integration with our website.	
	PF account in Bihar to be open	Not for these positions, but WCDC will require a PF account in the future as per requirement of WCDC.	
	The honorarium mentioned is Rs 3000 per month. What is the salary to be the provided as this amount is very less and not as per minimum wages.	This position is not a fixed and full-time engagement. He /She will get an honorarium instead of a salary. The person required for this position should be a resident of the respective Gram Panchayat only	
	By When the payment shall be released to the agency.	Payment will be released 15 days after the submission of honorarium receipt.	
	Please share the format of financial bid	Agency will quote their management fee/Service fee including GST. WCDC will not pay any GST on the honorarium amount. According to rule no 33 of GST ACT as the value of supply of services in case of Pure agent. “ According to this rule provider receives, only actual amount incurred to procure such goods or services in addition to the amount received for	

		supply he provides on his own account".	
Rakesh Kumar Singh Frontline Group	Ref to clause 5.4 staffing requirement, p.no 31 the consolidated honorarium INR 3000 per month is inclusive of all allowance. The amount 3000 per month is too low to meet the cost of traveling and meal.	This position is not a fixed and full-time engagement. He /She will get an honorarium instead of a salary. The person required for this position should be a resident of the respective Gram Panchayat only.	