

FINANCIAL BID

NIT NO. IGIDR/TENDER/2025/ED/08

DATE: 03.03.2025

Tender Name: Supply of 7-Seater, AC, Vehicle and Service Contract of institute's Two Office cars on a monthly basis at IGIDR

Cost Break up Monthly Basis for a Services of Two Office Cars (DA as of 01.07.2024)				
Sr. No.	Description		Service contract- Honda City Petrol	Service contract- Swift Dzire Petrol
			Honda city	Dzire
			500 Kms	500 Kms
A	Driver's Salary			
1	Basic Wages		5500.00	5500.00
2	Dearness Allowance (DA) 01.07.2024		7949.00	7949.00
	Total (Basic+DA)		13449.00	13449.00
3	HRA @5% on (Basic+DA)	5%	672.00	672.00
4	Other Allowance		4000.00	6500.00
5	Washing Allowance		500.00	500.00
6	Conveyance Allowance		800.00	800.00
	Gross Salary (A)		19421.00	21921.00
B	Statutory Obligations			
1	Provident Fund (on Gross 'A' except HRA & Washing Allow) max. on Rs. 15000/-	13.00%	1950.00	1950.00
2	ESIC on Gross Salary 'A'	3.25%	615.00	696.00
3	Administration & Uniform, Raincoat, shoes etc. @____% on Basic+DA.	____ %	360.00	400.00
	TOTAL - B		22,346.00	24,967.00
C	Management/Service Charges @____% on Total 'B'	____ %		
D	Fuel Expenses (Diesel/Petrol)			
E	Total Amount Rupees (A+B+C+D)			

Date:

Signature of the bidder with seal

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Summary of Contract Amount

Sl. No.	Name	Quantity	Monthly Unit Rate Rs.
	Part-A		
1	Supply of 7 Seater AC vehicle	01 No.	
	Part-B		
1	Service Contract of Honda City car	01 No.	
2	Service Contract of Swift Dzire car	01 No.	
Basic Total Amount Rs.			
GST @ 18%			
Gross Total Amount Rs.			

Amount in words Rupees

Notes:

- 1. If any bidder quotes the Management fees/service charges below 3.85%, then the bid shall be treated as NIL and rejected.**
- 2. Applicable bonus, leave encashment, and leave salary shall be paid separately as per actual.**
- 3. The contractor should provide 2 sets of uniforms, shoes, and caps every year to all the workmen. The successful bidder should provide it to their staff within the first month of the contract.**
- 4. The bidder should quote the management fees/service charges in percentage only.**

Date:

Signature of the bidder with seal