

Office of The Chief Electoral Officer, Punjab
SCO No.29-32, Sector:17E, Chandigarh

Letter No. Elec.-2024/AE-3/ 9075


Dated Chandigarh, 11/10/24

**Corrigendum of tender for providing
Manpower Services on Outsourcing Basis**

In the Pre-Bid meeting of tender held on dated 30.09.2024 from 12:30 PM to 1:30 PM.
Following Corrections may be noted:

1. In addition to the Companies Act 1956, Companies Act 2013 or proprietorship may also be included.
2. Functional office in District Panchkula may also be added in addition to Chandigarh and District Mohali.
3. In place of 'dress code', the word 'formal dress code' is proposed.
4. In addition to ISO 9001-2015 or OHSAS 18001-2007 words or ISO 45001-2018 are proposed to be included.
5. In addition to existing Clause No.5 of Tender Document 'or Chandigarh' is proposed to be included.

The last date and time of online submission of bid on e-procurement portal will be 14.10.2024 up to 3:00 Pm.


11.10.24
Deputy Chief Electoral Officer
For Chief Electoral Officer, Punjab

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Serial No.	Reference (Heading/Page No./Serial No.)	Existing Clause/text	Clarification/Suggestions/A mendment Sought	Proposed Changes/Decisions to be taken
1	Bidder Eligibility Criteria Page no. 5/Sr.No.1 & Page no. 8/Sr.No.12	<p>1. The bidder must have rendered service for a minimum of least 05 years either as registered company under companies Act, 1956 or as Partnership firm registered under Partnership Act 1932 or as LLP. The bidder must have been in existence for the last five years.</p> <p>2. To work out the feasibility of the tender the rate of the TDS will be considered deducted @2% of all the tenderer without considering their status providing equal opportunity to all the tenderer. This is to be clarified that in case of the rates quoted by more than one bidder are found to be the same, the selection criteria shall be current on-going projects in numbers/totally, the longest running project(s) and the year of inception of the company/firm etc. as compared to others in PSU's/Govt./Semi Govt. organizations as mentioned above in essential requirement.</p>	<p>Bidders must have a minimum of 5 years of experience providing services as a Private limited Company, registered under the Companies Act, 1956 or Limited Company registered under the Company Act 2013. For this tender only limited & Private Limited companies are invited to participate and a uniform TDS rate of 2% will be applied.</p>	<p>On the basis of discussion in addition to the Companies Act 1956, Companies Act 2013 may also be included for clarity. No other change is required which was agreed upon by the representative present in Prebid meeting.</p>
2.	Bidder Eligibility Criteria Page no. 6/Sr.No.9	1. The Company should be registered under shops & Establishment Act in Chandigarh or Punjab before date of bidding.	a) The Company must have an operational office in the Tricity area (Chandigarh/ Panchkula/ Mohali), a fully	On the basis of suggestion functional office in District Panchkula may also be added in addition to Chandigarh and District Mohali.

<p>Bidder's General Information Page no. 19/Sr.No.14</p>	<p>2. Local/Registered office at Chandigarh/ Panchkula/ District SAS Nagar</p>	<p>functions operational office within a 30 km radius of Chandigarh (Valid registration under the shop & Establishment Act and other supporting documents from the last three years should be attached) b) An affidavit confirming that the company has been operational for the last three years from this office along with a list of employees currently working at this office and invoices issued to clients from this location, must be provided to verify the office's validity and presence.</p>	
<p>3. Bidder Eligibility Criteria Page no. 5/Sr.No.3</p>	<p>The tendered should not have any dispute/litigation of any type with any of its employees or any of its clients for withholding payment, in part or in full, to be made in ESI/PF account of employees, especially under Section 7A Proceedings under Employees Provident fund & Miscellaneous Provisions Act 1952. An affidavit in original to this effect shall be given by the firm.</p>	<p>The tendered should not have any dispute/litigation of any type with any of its employees or any of its clients for withholding payment in part or in full to be made in ESI/EPF account of employees, especially under section 7A Proceedings under Employees Provident fund & Miscellaneous Provisions Act 1952 and not have, at any</p>	<p>No change is required.</p>

			point, engaged in the deduction of PF or ESI from any employee for its own gain, resulting in the requirement to repay the employee upon discovery, Such actions, reflecting malicious intent, will not be considered a mistake and may lead to disqualification from the tender process.	
4.	Dress Code Page no. 14 /Sr.No.54	Successful bidder will maintain/ implement the dress code for Group-D Persons deputed by him. Non-adhering the dress code by the Group-D Persons deployed by him will be charged Rs. 25/- (Rupees twenty-five only) per Persons per day.	The Successful bidder will maintain/implement the dress code for Group-D Persons deputed by him and Payment of uniform will be made by department to service provider. Minimum 2 set of uniform should be providing by service provider in a year. Non adhering the dress code by the Group-D Persons deployed by him will be charged RS 25/- per Persons per day	In place of ' dress code ', the word ' formal dress code ' is proposed because there is no provision for providing dress to outsource employees.
5.	Bidder Eligibility Criteria Page no. 6 /Sr.No.11	Should have valid ISO 9001-2015 and OHSAS 18001-2007 Certificate before the date of submission.	Should be valid ISO 9001-2015 and ISO 45001: 2018 Certificate before the date of submission	In addition to ISO 9001-2015 or OHSAS 18001-2007 words or ISO 45001-2018 are proposed to be included.

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Serial No.	Current Condition	Requested Amendment	Remarks
1	1. The bidder must have rendered service for a minimum of least 05 years either as registered company under companies Act, 1956 or as Partnership firm registered under Partnership Act 1932 or as LLP. The bidder must have been in existence for the last five years.	The bidder must have rendered services for a minimum of five years either as a registered company under the Companies Act, 1956, a partnership firm registered under the Partnership Act, 1932, LLP, or a proprietorship firm with a valid registration. The bidder must have been in existence for the last five years. (Attach copy of relevant certificates, registration details. etc.)	In addition to existing clause word or proprietorship is proposed to be included to encourage better competition.
2.	Successful on going at least five works in the state of Punjab, each of value not less than 85% of the estimated cost of the tender in the last 5 years	Successful on going at least five works in the state of Punjab or Chandigarh, each of value not less than 85% of the estimated cost of the tender in the last 5 years.	In addition to existing clause ' or Chandigarh ' is proposed to be included as it is the capital of Punjab and Office of Chief Electoral Officer, Punjab is also located in it to encourage better competition.
3.	Bidder should have successfully deployed its manpower in at least 15 districts of Punjab to various government departments	Instead of deploying manpower in 15 districts of Punjab, it is requested that the condition be amended to state: "The existing manpower already working in the department shall not be removed and shall be taken-over by the contractor. If additional manpower is required in any district, the contractor shall provide an affidavit committing to supply the required manpower. Additionally, it should be added that the contractor will not take any money from any	The employees are of outsource agency and department is a principal employer. It is for the outsource agency to decide whether to take over existing manpower or not as per consent of employee and previous agency. Therefore, no change is proposed which was agreed by all present.

employee in the form of charges or registration fees, and if such actions are taken, the contract will be cancelled.


Superintendent (Establishment)


Electoral Officer, Punjab


Deputy Controller(F&A)


Joint Chief Electoral Officer, Punjab


Addl. Chief Electoral Officer, Punjab