

**बिड दस्तावेज़ / Bid Document**

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	21-08-2025 11:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	21-08-2025 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Chemicals And Fertilizers
विभाग का नाम/Department Name	Department Of Fertilizers
संगठन का नाम/Organisation Name	Joint Venture Of Cil, Ntpc, Iocl, Fcil & Hfcl
कार्यालय का नाम/Office Name	Hindustan Urvarak And Rasayan Ltd
	Manpower Outsourcing Services - Fixed Remuneration - ORG RESTRUCTURING AND MANPOWER PLANNING; ADVISOR-; PROFESSIONAL , Manpower Outsourcing Services - Fixed Remuneration - LEGAL; Senior Professional (Legal); Post Graduate , Manpower Outsourcing Services - Fixed Remuneration - MARKETING; Marketing/PRO; Graduate , Manpower Outsourcing Services - Fixed Remuneration - Secretarial Assistant (a); Secretary; Graduate , Manpower Outsourcing Services - Fixed Remuneration - Secretarial Assistant (b); Secretarial Assistant (b); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (a); Office Assistant (a); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (b); Office Assistant (b); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (C); Office Assistant (C); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (d); Office Assistant (d); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (e); Office Assistant (e); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (f); Office Assistant (f); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (g); Office Assistant (g); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (h); Office Assistant (h); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (a); Finance Resource Executive (a); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (b); Finance Resource Executive (b); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (c); Finance Resource Executive (c); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (d); Finance Resource Executive (d); Graduate , Manpower Outsourcing

विड विवरण / Bid Details	Services - Fixed Remuneration - Finance Resource Person (e); Finance Resource Person (e); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Human Resource Executive; Human Resource Executive; Graduate , Manpower Outsourcing Services - Fixed Remuneration - C&M Resource Executive; C&M Resource Executive; Graduate , Manpower Outsourcing Services - Fixed Remuneration - IT Resource Executive (a); IT Resource Executive (a); Graduate , Manpower Outsourcing Services - Fixed Remuneration - IT Resource Executive (b); IT Resource Executive (b); Graduate , Manpower Outsourcing Services - Fixed Remuneration - IT Resource Executive (c); IT Resource Executive (c); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Technical Resource Executive (Civil); Technical Resource Executive (Civil); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Executive (Company Secretary); Executive (Company Secretary); Pass in Company Secretary examination and completed training , Manpower Outsourcing Services - Fixed Remuneration - Technical Resource Executive (Mechanical); Technical Resource Executive (Mechanical); Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Resource Person; Office Resource Person; Not Required , Manpower Outsourcing Services - Fixed Remuneration - Office Resource Person (b); Office Resource Person (b); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Office Resource Person (C); Office Resource Person (C); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Technical Field Assistant; Technical Field Assistant; Graduate , Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (a); Office Attendant (a); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (b); Office Attendant (b); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (c); Office Attendant (c); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (d); Office Attendant (d); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Sweeper (a); Sweeper (a); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Sweeper (b); Sweeper (b); Not Required , Manpower Outsourcing Services - Fixed Remuneration - Cook; Cook; Not Required , Manpower Outsourcing Services - Fixed Remuneration - Assistant; Assistant; High School , Manpower Outsourcing Services - Fixed Remuneration - Driver; Driver; Not Required
वस्तु श्रेणी /Item Category	
अनुबंध अवधि /Contract Period	2 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	310 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	7 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover	No

बिड विवरण/Bid Details	
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ में नू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	95228552.4
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

#### ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	1905000

#### ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00

ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).

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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

**लाभार्थी /Beneficiary :**

MANAGER (C&M)

Hindustan Urvarak And Rasayan Ltd, Department of Fertilizers, Joint Venture of CIL, NTPC, IOCL, FCIL & HFCL,  
Ministry of Chemicals and Fertilizers  
(Hindustan Urvarak And Rasayan Limited)

**UIN Number NCTGC2415P**

**विभाजन/Splitting**

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

**एमआईआई अनुपालन/MII Compliance**

एमआईआई अनुपालन/MII Compliance	Yes
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**एमएसई खरीद वरीयता/MSE Purchase Preference**

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM\\_No.1\\_4\\_2021\\_PPD\\_dated\\_18.05.2023](#) for compliance of Concurrent application of Public

Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

#### अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

**The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**As per Qualifying Requirements / Pre-Qualification Criteria (PQC)- Clause No.-6 of NIT Document (ATC).

**The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years:**The bidder must have supplied minimum 105 Manpower against at least one order in the preceding seven (7) years reckoned.- As per Qualifying Requirements- Clause No.--6 of NIT Document (ATC).

**Scope of work & Job Description:**[1753940790.pdf](#)

#### Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
14-08-2025 15:00:00	All the applicants may join the pre-bid meeting virtually through the following platform using the following details: Platform - Microsoft Teams (Join by Meeting ID) Meeting ID: 484 824 047 660 3 Passcode: Tj2eV6tC

#### Manpower Outsourcing Services - Fixed Remuneration - ORG RESTRUCTURING AND MANPOWER PLANNING; ADVISOR-; PROFESSIONAL ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	ORG RESTRUCTURING AND MANPOWER PLANNING
List of Profiles	ADVISOR-
Educational Qualification	PROFESSIONAL
Specialization	HR

विवरण/ Specification	मूल्य/ Values
Post Graduation	Required
Specialization for PG	PERSONNEL MANAGEMENT
Experience	30 YEARS
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	0
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	ADVISOR- ORGANIZATIONAL RESTRUCTURING/ MANPOWER PLANNING

**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 125800</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 0</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 0</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - LEGAL; Senior Professional (Legal); Post Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	LEGAL
List of Profiles	Senior Professional (Legal)
Educational Qualification	Post Graduate
Specialization	Law
Post Graduation	Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Law
Experience	7 to 10 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	0
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	LEGAL ADVISOR

**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 65800</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 0</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 0</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - MARKETING; Marketing/PRO; Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	MARKETING
List of Profiles	Marketing/PRO
Educational Qualification	Graduate
Specialization	GRADUATION
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	10 to 15 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	CONSULTANT MARKETING

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 60000</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 0</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 0</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Secretarial Assistant (a); Secretary; Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Secretarial Assistant (a)
List of Profiles	Secretary
Educational Qualification	Graduate
Specialization	GRADUATION
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	7 to 10 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Secretarial Assistant (a)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 29150</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 22311</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2453</li> <li>• Provident Fund (INR Monthly) : 3790</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Secretarial Assistant (b); Secretarial Assistant (b); Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Secretarial Assistant (b)
List of Profiles	Secretarial Assistant (b)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Secretarial Assistant (b)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 19800</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 9140</li> <li>• Optional Allowances 2 (INR Monthly) : 2667.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1690</li> <li>• Provident Fund (INR Monthly) : 2574</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (a); Office Assistant (a); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (a)
List of Profiles	Office Assistant (a)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Office Assistant (a)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 13464</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (b); Office Assistant (b); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (b)
List of Profiles	Office Assistant (b)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Office Assistant (b)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 11738</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (C); Office Assistant (C); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (C)
List of Profiles	Office Assistant (C)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Office Assistant (C)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 11238</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (d); Office Assistant (d); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (d)
List of Profiles	Office Assistant (d)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Assistant (d)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 9726</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (e); Office Assistant (e); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (e)
List of Profiles	Office Assistant (e)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Office Assistant (e)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 7807</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (f); Office Assistant (f); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (f)
List of Profiles	Office Assistant (f)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Office Assistant (f)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 7738</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (g); Office Assistant (g); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (g)
List of Profiles	Office Assistant (g)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Office Assistant (g)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 22050</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 5300</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1874</li> <li>• Provident Fund (INR Monthly) : 2867</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Assistant (h); Office Assistant (h); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Assistant (h)
List of Profiles	Office Assistant (h)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Assistant (h)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 20250</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 7400</li> <li>• Optional Allowances 2 (INR Monthly) : 2705.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1727</li> <li>• Provident Fund (INR Monthly) : 2633</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (a); Finance Resource Executive (a); Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Finance Resource Executive (a)
List of Profiles	Finance Resource Executive (a)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Finance Resource Executive (a)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 30800</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 17980</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2588</li> <li>• Provident Fund (INR Monthly) : 4004</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (b); Finance Resource Executive (b); Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Finance Resource Executive (b)
List of Profiles	Finance Resource Executive (b)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Finance Resource Executive (b)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 28600</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 16704</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2408</li> <li>• Provident Fund (INR Monthly) : 3718</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (c); Finance Resource Executive (c); Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Finance Resource Executive (c)
List of Profiles	Finance Resource Executive (c)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Finance Resource Executive (c)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 27690</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 14807</li> <li>• Optional Allowances 2 (INR Monthly) : 2768.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2801.7</li> <li>• Provident Fund (INR Monthly) : 3599.7</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Executive (d); Finance Resource Executive (d); Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Finance Resource Executive (d)
List of Profiles	Finance Resource Executive (d)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Finance Resource Executive (d)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 8238</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Finance Resource Person (e); Finance Resource Person (e); Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Finance Resource Person (e)
List of Profiles	Finance Resource Person (e)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Finance Resource Person (e)

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 22050</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 7460</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1874</li> <li>• Provident Fund (INR Monthly) : 2867</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Human Resource Executive; Human Resource Executive; Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Human Resource Executive
List of Profiles	Human Resource Executive
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	Human Resource Executive

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 15464</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - C&M Resource Executive; C&M Resource Executive; Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	C&M Resource Executive
List of Profiles	C&M Resource Executive
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Medclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY
Designation	C&M Resource Executive

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 11344</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - IT Resource Executive (a); IT Resource Executive (a); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	IT Resource Executive (a)
List of Profiles	IT Resource Executive (a)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	IT Resource Executive (a)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 24750</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 10900</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2094</li> <li>• Provident Fund (INR Monthly) : 3218</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - IT Resource Executive (b); IT Resource Executive (b); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	IT Resource Executive (b)
List of Profiles	IT Resource Executive (b)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	IT Resource Executive (b)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 24200</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 12960</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2049</li> <li>• Provident Fund (INR Monthly) : 3146</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - IT Resource Executive (c); IT Resource Executive (c); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	IT Resource Executive (c)
List of Profiles	IT Resource Executive (c)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	IT Resource Executive (c)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23100</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 5800</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1959</li> <li>• Provident Fund (INR Monthly) : 3003</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Technical Resource Executive (Civil); Technical Resource Executive (Civil); Graduate ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Technical Resource Executive (Civil)
List of Profiles	Technical Resource Executive (Civil)
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Technical Resource Executive (Civil)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 27690</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 14807</li> <li>• Optional Allowances 2 (INR Monthly) : 2768.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2801.7</li> <li>• Provident Fund (INR Monthly) : 3599.7</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Executive (Company Secretary); Executive (Company Secretary); Pass In Company Secretary Examination And Completed Training ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Executive (Company Secretary)
List of Profiles	Executive (Company Secretary)
Educational Qualification	Pass in Company Secretary examination and completed training

विवरण/ Specification	मूल्य/ Values
Specialization	Pass in Company Secretary examination and completed training
Post Graduation	Optional
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Executive (Company Secretary)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAI, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 27690</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 14807</li> <li>• Optional Allowances 2 (INR Monthly) : 2768.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2801.7</li> <li>• Provident Fund (INR Monthly) : 3599.7</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Technical Resource Executive (Mechanical); Technical Resource Executive (Mechanical); Graduate ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Technical Resource Executive (Mechanical)
List of Profiles	Technical Resource Executive (Mechanical)
Educational Qualification	Graduate
Specialization	Graduation

विवरण/ Specification	मूल्य/ Values
Post Graduation	Optional
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Technical Resource Executive (Mechanical)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAI, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 36750</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 18400</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 3072</li> <li>• Provident Fund (INR Monthly) : 4778</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Resource Person; Office Resource Person; Not Required ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Resource Person
List of Profiles	Office Resource Person
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Resource Person
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 21670</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 3800</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1842</li> <li>• Provident Fund (INR Monthly) : 2817</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Office Resource Person (b); Office Resource Person (b); Not Required ( 2 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Resource Person (b)
List of Profiles	Office Resource Person (b)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Designation	Office Resource Person (b)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	2	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 20900</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 3910</li> <li>• Optional Allowances 2 (INR Monthly) : 2759.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1780</li> <li>• Provident Fund (INR Monthly) : 2717</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - Office Resource Person (C); Office Resource Person (C); Not Required ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Resource Person (C)
List of Profiles	Office Resource Person (C)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Resource Person (C)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 21638</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 800</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1840</li> <li>• Provident Fund (INR Monthly) : 2813</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Technical Field Assistant; Technical Field Assistant; Graduate ( 58 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Technical Field Assistant
List of Profiles	Technical Field Assistant
Educational Qualification	Graduate
Specialization	Graduation
Post Graduation	Optional

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Technical Field Assistant
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	58	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 19800</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 9140</li> <li>• Optional Allowances 2 (INR Monthly) : 2667.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1690</li> <li>• Provident Fund (INR Monthly) : 2574</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (a); Office Attendant (a); Not Required ( 4 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Attendant (a)
List of Profiles	Office Attendant (a)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Attendant (a)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	4	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 20335</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 1800</li> <li>• Optional Allowances 2 (INR Monthly) : 2712.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1734</li> <li>• Provident Fund (INR Monthly) : 2644</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (b); Office Attendant (b); Not Required ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Attendant (b)
List of Profiles	Office Attendant (b)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Attendant (b)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 20150</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 800</li> <li>• Optional Allowances 2 (INR Monthly) : 1707.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1719</li> <li>• Provident Fund (INR Monthly) : 2620</li> <li>• ESI (INR Monthly) : 680.88</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (c); Office Attendant (c); Not Required ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Attendant (c)
List of Profiles	Office Attendant (c)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Attendant (c)
Title for Optional Allowance 1	Ex-gratia & Mediclaim
Title for Optional Allowance 2	GPAI, Safety , EC Leave encashment
Title for Optional Allowance 3	PMJJBY, PMSBY etc

**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 20930</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 2715.5</li> <li>• Optional Allowances 2 (INR Monthly) : 1153.9</li> <li>• Optional Allowances 3 (INR Monthly) : 1245.7</li> <li>• Provident Fund (INR Monthly) : 2720.9</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Office Attendant (d); Office Attendant (d); Not Required ( 5 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Office Attendant (d)
List of Profiles	Office Attendant (d)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Office Attendant (d)
Title for Optional Allowance 1	Ex-gratia & Mediclaim
Title for Optional Allowance 2	GPAI, Safety , EC Leave encashment
Title for Optional Allowance 3	PMJJBY, PMSBY etc

**अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents**

**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	5	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 17524</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 2431.8</li> <li>• Optional Allowances 2 (INR Monthly) : 1085.8</li> <li>• Optional Allowances 3 (INR Monthly) : 1049.1</li> <li>• Provident Fund (INR Monthly) : 2278.1</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Sweeper (a); Sweeper (a); Not Required ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Sweeper (a)
List of Profiles	Sweeper (a)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Sweeper (a)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 20335</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 1800</li> <li>• Optional Allowances 2 (INR Monthly) : 2712.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1734</li> <li>• Provident Fund (INR Monthly) : 2644</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Sweeper (b); Sweeper (b); Not Required ( 2 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Sweeper (b)
List of Profiles	Sweeper (b)
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Sweeper (b)
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	2	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 20335</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 800</li> <li>• Optional Allowances 2 (INR Monthly) : 2712.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1734</li> <li>• Provident Fund (INR Monthly) : 2644</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Cook; Cook; Not Required ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Cook
List of Profiles	Cook
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Cook
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 23790</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 800</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2016</li> <li>• Provident Fund (INR Monthly) : 3093</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Assistant; Assistant; High School ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Assistant
List of Profiles	Assistant
Educational Qualification	High School
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Assistant
Title for Optional Allowance 1	Special Allowance, HRA, Conveyance & Mobile
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAL, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 19526</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 800</li> <li>• Optional Allowances 2 (INR Monthly) : 1656.5</li> <li>• Optional Allowances 3 (INR Monthly) : 1668</li> <li>• Provident Fund (INR Monthly) : 2538</li> <li>• ESI (INR Monthly) : 660.5</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

### Manpower Outsourcing Services - Fixed Remuneration - Driver; Driver; Not Required ( 1 )

#### तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	Driver
List of Profiles	Driver
Educational Qualification	Not Required
Specialization	Not Required
Post Graduation	Not Required

विवरण/ Specification	मूल्य/ Values
Specialization for PG	Not Applicable
Experience	0 to 3 Years
State	NA
District	NA
Zipcode	NA
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Delhi
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Designation	Driver
Title for Optional Allowance 1	NII
Title for Optional Allowance 2	Ex-gratia, Mediclaim, GPAI, Employees Compensation
Title for Optional Allowance 3	Leave encashment, PMJJB & PMSBY

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Jose Vikas Yesudasan	110092,Core-3-4, 9th Floor, Scope Minar, Laxmi Nagar	1	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 24804</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 0</li> <li>• EPF Admin Charges (INR Monthly) : 0</li> <li>• Estimated Number of Overtime Hours per Resource per Month : 0</li> <li>• Remuneration per resource per hour for Overtime Hours (Including all applicable allowance etc &amp; excluding GST) : 0</li> <li>• Optional Allowances 1 (INR Monthly) : 0</li> <li>• Optional Allowances 2 (INR Monthly) : 2767.5</li> <li>• Optional Allowances 3 (INR Monthly) : 2099</li> <li>• Provident Fund (INR Monthly) : 3225</li> <li>• ESI (INR Monthly) : 0</li> <li>• Tenure/ Duration of Employment (In Months) : 24</li> </ul>

## क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

### 1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

### 2. Forms of EMD and PBG

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

Hindustan Urvarak & Rasayan Limited  
Account No.

41288344914  
IFSC Code  
SBIN0004803  
Bank Name  
State Bank of India  
Branch address  
SBI Overseas Branch, Delhi

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

### 3. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

Hindustan Urvarak & Rasayan Limited  
Account No.  
41288344914  
IFSC Code  
SBIN0004803  
Bank Name  
State Bank of India  
Branch address  
SBI Overseas Branch, Delhi

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

### 4. **Buyer Added Bid Specific Scope Of Work(SOW)**

File Attachment [Click here to view the file.](#)

### 5. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

### 6. **Buyer Added Bid Specific SLA**

File Attachment [Click here to view the file.](#)

### 7. **Payment**

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

### 8. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

Bidders are required to submit all the documents as per Annexure-1 to ITB of ATC document i.e. "Checklist of documents to be submitted". The list of documents are as follows:

- 1) Signed, Stamped and Scanned copy of proof for payment of EMD/MSE Certificate for exemption.
- 2) All the documents as required in accordance with PQC i.e., Clause 6 of NIT (ATC Document).
- 3) Power of Attorney as per requirement mentioned in NIT (ATC Document).
- 4) Filled-in, Signed and Stamped copy of Annexure 1 to 7, 14, 16 and Annexure 17 of Forms and Procedures (ATC Document).

5) Filled-in, Signed and Stamped copy of Annexure A to Special Conditions of Contract (SCC) (ATC Document).

6) Signed, Stamped and Scanned copy of GST, PAN, UDYAM, Firm Registration Certificate, EPF and ESI registration certificates etc.

## अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---धन्यवाद/Thank You---**