

Tender for the engagement of Agency for the hiring of Professional Support Staff at SECI, New Delhi and at its sites in various locations of the country							
SECI/C&P/PSS/2020/01							
Sl. No.	Tender Section	Page No.	Clause No	Description as per Tender Document	Queries	Category (Finance/Technical/Contractual)	Clarifications
1	II	12	2.6. (i)	Minimum payment to the staff by the Contractor would be as per the minimum wages notified by the Govt. of NCT of Delhi/ Appropriate Government, (i) Pay 25% increase in minimum wages for existing contractual staff who are deployed at SECI as on the date of award of Contract along with applicable PF, ESI & Bonus components. However, the future increase in the minimum wages, if any, should be subsumed within the higher wages being paid at SECI. Thus, the wages of employees shall not increase till the minimum wages prescribed by the Competent Authority do not exceed the actual wages being paid at SECI. Employees who are posted newly at SECI should be paid the minimum wages	We request existing team strength with break up (location wise & position wise). Please clarify whether maternity benefits will be given by principle employer (SECI)? Kindly provide the number of lady staff & their age, if maternity benefits are to be catered by the contractor.	Technical	1. The contractual staff team strength with location and present gross wages) is attached for reference. 2. Maternity benefits for female employees covered under ESIC shall be as per Act. In case of other female employees (outside ESIC purview), maternity benefits to be extended by Contractor as per Maternity benefits Act and reimbursement claimed from SECI.
2		12	2.7	The contractor will accept full and exclusive liability for all the payments to be made by it to its staff in accordance with the laws of the land including any statutory obligations under the law imposed by the Central govt./State govt./ Govt. of local bodies.	Kindly clarify whether contract staff will be considered present in a situation similar to the present lockdown situation where Govt directs the employee salaries are not to be deducted?	Technical	No deductions are to be made in case of Contractual staff in such cases
3		13	2.18	No escalation will be payable on the final quoted price during the validity of the contract (Excluding the statutory variations). However, for the purpose of payment to contractor, minimum wages plus 25% in minimum wages, will be taken as the rates prevailing in the concerned month notified by the Government of NCT of Delhi/Central Govt. of India /Tender for the engagement of Agency for hiring of Professional Support Staff. Appropriate Govt from time to time (whichever is higher) notwithstanding the rates mentioned in the BOQ above. The amount of statutory contributions e.g. PF, ESI & BONUS rates will also be suitably computed as per prevailing rates.	Please clarify whether minimum wages + 25% will be considered for purpose of payment to the contractor for new as well as existing staff.	Technical	Minimum wages + 25% will be considered for purpose of payment to the existing contract staff only . New staff to be covered under Minimum Wages only
4		14	2.18	The contractor has to pay to the Professional Support Staff by 05th calendar date of every month and maintain necessary records prescribed in the statutes and or as directed by the officer in charge.	As per payment of wages act, the payment can be made by 7th. Request SECI to consider this.	Technical	Payment to be made by 5th of the month
5		14	2.22	Contractor should nominate/appoint one of the outsourced employees as Supervisor who will be responsible for giving instructions to outsourced personnel, handle administrative issues like leave, absence, coordination with SECI, etc.	We understand there will be no separate requirement for additional, dedicated coordinator as this nominated person will be handling administrative aspects.	Technical	Para 2.20 specifies that "Contractor should nominate/appoint one of the outsourced employees as Supervisor who will be responsible for giving instructions to outsourced personnel, handle administrative issues like leave, absence, coordination with SECI, etc."
6	III	27	19 I	Hardcopy	Considering the present lockdown situation, kindly give extension for tender due date or at least for hard copy submission.	Contractual	If required so due to the lockdown situation, suitable extension will be provided vide a separate notification.
7	IV	43	Clause 1.3, Table, SN	No of contractual Manpower on Payroll/Staff strength {Attach certificate from clients/Proof of documentation conforming above Manpower on payroll of the bidder}	For tender of 100-150 manpower evaluation doesn't seem fair, as the scoring is from 25000 to 45000 - we recommend & request this may be toned down to be in-line with RFP requirements.	Technical	Terms & conditions of the tender document shall prevail
8					Kindly advise the types & coverages of insurance recommended by SECI or in practice there	Technical	No separate insurance coverage provided/ borne by SECI at present. In respect of employees at Sites/ outside ESIC coverage, Contractor may like to take insurance under Employees' Compensation Act
9					Please advise if any additional requirement like uniform, PPE / ID card to be provided by the contractor - If required please share the details	Technical	Para 2.15 specifies that "the Service Provider/Contractor shall ensure that only authorized employees enter the premises of SECI, with proper identity proofs/ Id Cards wherever required. All the Outsourced staff should always conspicuously display their Id card issued by the Contractor while in SECI Premises." . Thus, ID Card to be provided by Contractor. No uniform required to be provided. PPE not required at Delhi office . However PPE required at sites will be provided by SECI
10					Is any local travel required by the professional support staff, if so please confirm that SECI will reimburse the expenses & DA	Technical	Local travel required if any will be reimbursed by SECI
11					Overtime policy & compensation in case of extra hours of work	Technical	NO OT will be payable as extended hours are not permitted at SECI at present. However,OT payment, if any will be informed and Contractor may initially make the payment and claim reimbursement from SECI

Declaration : The compiled Pre Bid Queries have been reproduced on as it is basis, without any modifications.

Sl No.	Designation	Posting Location	Gender	Fixed Gross	Basic	Net Take Home
1	Computer Operator	Delhi-C&P	Male	21,000	21,000	22,507
2	Office Attendant	Delhi-Fin	Male	19,250	19,250	18,473
3	Engineer	Site-Kasargod	Male	25,000	25,000	25,000
4	Security Guard	Delhi	Male	19,250	19,250	18,473
5	Engineer	Delhi- PT	Male	29,000	29,000	29,000
6	Engineer - Civil	Site-SCCL-Bhupalpally	Male	33,000	33,000	33,000
7	Computer Operator	Delhi-Solar	Male	21,000	21,000	22,507
8	Office Attendant	Delhi-MD Sect	Male	19,250	19,250	18,473
9	Engineer	Site- Badi Seed	Male	30,000	30,000	30,000
10	Engineer	Site-BHU Banaras	Male	30,000	30,000	30,000
11	Engineer	Site- MES Roorkee	Male	33000	33,000	33,000
12	Engineer	Delhi-PT	Male	29,000	29,000	29,000
13	Computer Operator	Delhi-MD Sect	Male	21,000	21,000	22,507
14	Office Attendant	Delhi-Solar	Male	19,250	19,250	18,473
15	Computer Operator	Delhi-Admin	Male	21,000	21,000	22,507
16	Driver	Delhi-PS	Male	21,000	21,000	22,131
17	Computer Operator	Delhi-Fin	Male	21,000	21,000	22,507
18	Computer Operator	Delhi-Fin	Male	21,000	21,000	22,507
19	Computer Operator	Delhi-Admin	Male	21,000	21,000	22,507
20	Office Attendant	Delhi-MD Sect	Male	19,250	19,250	18,473
21	Office Attendant	Delhi-PS	Male	19,250	19,250	18,473
22	Office Attendant	Delhi-Solar	Male	19,250	19,250	18,473
23	Project Sr. Engineer - Electrical	Site-SCCL-Bhupalpally	Male	33,000	33,000	33,000

24	Driver	Delhi-Fin	Male	21,000	21,000	22,131
25	Engineer - Civil	Site-SCCL-Bhupalpally	Male	33,000	33,000	33,000
26	Driver	Delhi-PS	Male	21,000	21,000	22,131
27	Field Engineer	Site-Arunachal	Male	19,875	19,875	17,925
28	Computer Operator	Delhi-Fin	Male	21,000	21,000	22,507
29	Engineer	Site-SCCL-RGIII & STPP	Male	33,000	33,000	33,000
30	Computer Operator	Delhi-Solar	Female	21,000	21,000	21,817
31	Security Guard	Delhi	Male	19,250	19,250	18,473
32	House Keeping	Delhi-Admin	Male	17,500	17,500	16,613
33	Office Attendant	Delhi-Fin	Male	19,250	19,250	18,473
34	Office Attendant	Delhi-MD Sect	Male	19,250	19,250	18,473
35	Driver	Delhi-Fin	Male	21,000	21,000	22,131
36	Office Attendant	Delhi-Fin	Male	19,250	19,250	18,473
37	Office Attendant	Delhi-Admin	Male	19,250	19,250	18,473
38	Engineer	Delhi-PT	Male	29,000	29,000	29,000
39	Office Attendant	Delhi-Solar	Male	19,250	19,250	18,473
40	Project Engineer - Civil	Site-SCCL-Bhupalpally	Male	33,000	33,000	33,000
41	Engineer	Delhi-PT	Male	29,000	29,000	29,000
42	Office Attendant	Delhi-Admin-Pantry	Male	19,250	19,250	18,473
43	Draftman Civil	Delhi-PS/PV	Male	21,000	21,000	22,507
44	Driver	Driver-Solar	Male	21,000	21,000	22,131
45	Computer Development Programmer	Delhi-IT	Male	30,000	30,000	30,000
46	Engineer - Civil	Site-SCCL -II	Male	33,000	33,000	33,000
47	Engineer	Delhi-IT	Male	25,000	25,000	25,000
48	Engineer	Delhi-PT	Male	29,000	29,000	29,000
49	Officer (Mba)	Delhi-Fin	Female	25,000	25,000	25,000

50	ENGINEER	Site-SCCL Manuguru	Male	33,000	33,000	33,000
51	Computer Operator	Delhi-Solar	Female	21,000	21,000	22,507
52	Engineer	Delhi-Solar	Male	33,000	33,000	33,000
53	Computer Operator	Delhi-Fin	Female	21,000	21,000	22,507
54	Computer Operator	Delhi-Fin	Male	21,000	21,000	22,507
55	Office Attendant	Delhi-Pantry	Male	19,250	19,250	18,473
56	Site Engineer	Site-MES-Meerut	Male	33,000	33,000	33,000
57	Computer Operator	Delhi-Solar	Male	21,000	21,000	22,507
58	Computer Operator	Delhi-Fin	Female	21,000	21,000	22,507
59	Computer Operator	Delhi-Fin	Female	21,000	21,000	22,507
60	Computer Operator	Delhi-Fin	Female	21,000	21,000	22,507
61	Engineer	Delhi-PS	Female	29,000	29,000	29,000
62	Engineer	Delhi-PT	Male	29,000	29,000	29,000
63	Project Engineer	Delhi-Solar	Male	25,000	25,000	25,000
64	Computer Operator	Delhi-Admin	Female	21,000	21,000	22,507
65	Computer Operator	Delhi-Solar	Male	21,000	21,000	22,507
66	Security Guard	Delhi	Male	19,250	19,250	18,473
67	Office Attendant	Delhi-Admin	Male	19,250	19,250	18,473
68	Computer Operator	Delhi-Solar	Male	21,000	21,000	22,507
69	Driver	Delhi-MD Sect	Male	21,000	21,000	22,131
70	Executive Officer	Delhi-Fin	Male	21,000	21,000	22,507
71	ENGINEER	Site-SCCL M&Y	Male	33,000	33,000	33,000
72	Computer Operator	Delhi-Fin	Female	21,000	21,000	22,507
73	Office Attendant	Delhi-Admin	Male	19,250	19,250	18,473
74	Field Engineer	Site-Arunachal	Male	19,875	19,875	17,925
75	Computer Operator	Delhi-PS	Male	21,000	21,000	22,507

76	Computer Operator	Delhi-CS	Male	21,000	21,000	22,507
77	House Keeping	Delhi	Male	17,500	17,500	16,613
78	Engineer	Delhi-trading	Male	25,000	25,000	25,000
79	Engineer	Delhi-trading	Male	29,000	29,000	29,000
80	ENGINEER	Site-SCCL-II	Male	33,000	33,000	33,000
81	Engineer	Site-SCCL-RG-III	Male	33,000	33,000	33,000
82	ENGINEER	Site-SCCL-II	Male	33,000	33,000	33,000
83	ENGINEER	SCCL-Manuguru site	Male	33,000	33,000	33,000
84	Engineer	Delhi-Solar	Female	30,000	30,000	30,000
85	Computer Operator	Delhi-Solar	Male	21,000	21,000	22,507
86	Computer Operator	Delhi-Fin	Female	21,000	21,000	22,507
87	ENGINEER	Site-SCCL-RG-III	Male	33,000	33,000	33,000
88	Engineer	Site_SCCL-MES-Roorkee	Male	33,000	33,000	33,000
89	Electrical Engineer	Site-SCCL-II	Male	33,000	33,000	33,000
90	Engineer	Site-MES-Dehradun	Male	33000	33,000	33,000
91	Office Attendant	Delhi-C&P	Male	19,250	19,250	18,473
92	Computer Operator	Delhi-trading	Male	21,000	21,000	22,507
93	House Keeping	Delhi	Male	17,500	17,500	16,613
94	Security Guard	Delhi	Male	19,250	19,250	18,473
95	House Keeping	Delhi	Male	17,500	17,500	16,613
96	Driver	Delhi-MD Sect	Male	21,000	21,000	22,131
97	Office Attendant	Delhi-PS	Male	19,250	19,250	18,473
98	Driver	Delhi-Solar	Male	21,000	21,000	22,131
99	Engineer	Delhi-PT	Male	29,000	29,000	29,000
100	Engineer	Delhi-PS	Male	25,000	25,000	25,000
101	Control Room Operation	Delhi-trading	Male	29,000	29,000	29,000

102	ENGINEER	MES-Dehradun	Male	33,000	33,000	33,000
103	Engineer	Delhi-trading	Male	29,000	29,000	29,000
104	Computer Operator	Delhi-C&P	Male	21,000	21,000	22,507
105	Engineer	Delhi-PS	Female	30,000	30,000	30,000
106	Engineer	Delhi-PT	Male	29,000	29,000	29,000
107	Engineer	Bhupally	Male	33000	33,000	33,000
108	Field Engineer	Site-Andaman	Male	20,897	20,897	18,940
109	Driver	Delhi-MNRE	Male	21,000	21,000	21,831
110	Office Attendant	Delhi-MNRE	Male	19,250	19,250	18,473
111	Computer Operator	Delhi-Admin	Female	21,000	0	0
112	Computer Operator	Delhi-Fin	Female	21,000	0	0
113	Office Attendant	MOP	Male	19,250	19,250	18,473
114	Site- Kasargod	Site- Kasargod	Male	33000	33,000	33,000

Note: The above manpower is based on April 2020 salary and the same may vary based on fresh recruitment, resignation, etc, in the Contractual manpower.