

**CORRIGENDUM**

Sl. no	Query	Clarification
1.	Exact no. of Housekeeping staff and supervisors needed	<p>Following Manpower will be required.</p> <p><b><u>Circle Office</u></b> Total 7-9 persons</p> <p><b><u>Regional Office Ranchi</u></b> Total 2-3 persons</p> <p><b><u>Regional Office Dhanbad</u></b> Total 2-3 persons</p> <p><b><u>Regional Office Jamshedpur</u></b> Total 2-3 persons</p> <p><b><u>CPH Ranchi</u></b> 2-4 persons</p> <p><b><u>Learning &amp; Development Centre</u></b> Total 1-2 person</p> <p><b>Total -----16 - 24 persons (Rate quoted should be per person)</b></p>
2.	Clarify about compliance which will be considered	The rate quoted should conform to the Minimum Wage Structure of Jharkhand state & Labour Law Act. Further, per person rate and material cost year wise should be quoted. The revised price bid format is attached.
3.	Clarification about service charges	Service charges varies with respective vendors and any vendor is free to quote their rate in this respect.
4.	If there is increase in VDA half yearly, the bidder should be allowed to raise a separate bill.	If the minimum wages will be revised as per the State Govt. Minimum Wages Act, the Bank will revise the same accordingly upon receipt of notification from Labour Commissioner.
5.	No. of working days should be clearly mentioned.	All the admin offices work regularly for six days in a week. However, the housekeeping works will have to be taken up for all the days. Sundays can be used for extensive cleaning works. The contractor to engage in housekeeping services on all working days from 9.00 AM.
6.	What is Integrity Pact.	<p>Integrity Pact is an agreement between the bidder and a public body (in this case the bank) seeking to procure goods and services of significant value. The agreement includes a written commitment by all the parties to respect specific integrity standards during the procurement process. It aims at having a corruption free practice in procurement.</p> <p>The format of the same is attached in the tender document and has to be mandatorily filled by all the bidders. Non-submission of the same along with the tender document will render the bidder liable for disqualification from the bidding process.</p>
7.	Rate which is to be quoted should include TDS or exclude the same.	TDS at the applicable rates will be deducted on the bills submitted.
8.	As per Sl.no.2 of Part C - Eligibility criteria	Sl.no. 2 of Part C – Eligibility criteria stands modified as follows.

	for shortlisting, it is stated that the agency should have at least one valid contract in Ranchi. The firm is having its office in Patna and has experience in Bihar and has requested to consider the same.	<b>‘The Agency should have at least one valid contract for similar works (refer scope of works) anywhere in India for a multi storied building with a built up area of minimum 5000 sqft. in the last 3 years.’</b>
<b>9.</b>	For MSME registered firms allow exemption from paying EMD.	MSME Firms are exempted from paying Tender Fees and EMD.
<b>10.</b>	Bank Guarantee/Security deposit amount will be 3 percent of the average contract amount.	
<b>11.</b>	All the cleaning materials and consumables such as brooms, mops, buckets, phenyl (doctors), liquid soap (dettol/lifebuoy), duster, toilet cleaner (harpic), table/glass cleaner (colin), room freshner (godrej), odonil, mosquito hit, cockroach/insect hit, naphthalene balls, urinal pads, black polythene for dustbins (to be replaced daily) and any other consumables required for providing the above service has to be procured by the housekeeping agency during period of the work. No increase of rate will be considered due to any escalation in the cost of materials. Canara Bank will not supply any of the required items nor make additional payment for the said items. Please note that all material should be of mentioned brand or with the approval of bank. Further, any cleaning equipments like vaccum cleaners, mops, brooms etc. have to be provided by the contractor.	