

## बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	20-02-2026 16:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	20-02-2026 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Chhattisgarh
विभाग का नाम/Department Name	Commercial Tax And Excise Department Department Chhattisgarh
संगठन का नाम/Organisation Name	Chhattisgarh State Marketing Corporation Limited
कार्यालय का नाम/Office Name	Raipur
वस्तु श्रेणी /Item Category	Manpower Outsourcing Services - Fixed Remuneration - As per ATC; Assistant Grade III; As per ATC , Manpower Outsourcing Services - Fixed Remuneration - As per ATC; Supervisor; As per ATC , Manpower Outsourcing Services - Fixed Remuneration - As per ATC; Salesman; As per ATC , Manpower Outsourcing Services - Fixed Remuneration - As per ATC; Multipurpose Worker; As per ATC
अनुबंध अवधि /Contract Period	3 Year(s) 1 Day(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	30000 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 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 Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No

<b>बिड विवरण/Bid Details</b>	
<b>विक्रेता से मांगे गए दस्तावेज़/Document required from seller</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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
<b>क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?</b>	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)
<b>बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension</b>	8
<b>दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended</b>	3
<b>ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count</b>	1
<b>बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled</b>	No
<b>बिड का प्रकार/Type of Bid</b>	Two Packet Bid
<b>तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>न्यूनतम मूल्य/Floor Price</b>	This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.
<b>अनुमानित बिड मूल्य /Estimated Bid Value</b>	3016537216.2
<b>मूल्यांकन पद्धति/Evaluation Method</b>	Total value wise evaluation
<b>मध्यस्थता खंड/Arbitration Clause</b>	No
<b>सुलह खंड/Mediation Clause</b>	No

#### ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	1256891

#### 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).	48

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ 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 :**

Managing Director  
Chhattisgarh State Marketing Corporation Limited, 4th Floor, Aabkari Bhawan, Labhandih, Raipur, C.G.  
(Managing Director, Csmcl, Raipur)

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	No
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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. 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.

4. 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 TENDER DOCUMENT**

**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:AS PER TENDER DOCUMENT**

**Scope of work & Job Description:**[1769767005.pdf](#)

**Pre Bid Detail(s)**

मूल्य भिन्नता खंड दस्तावेज/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
09-02-2026 15:00:00	CHHATTISGARH STATE MARKETING CORPORATION, Fourth Floor, Abkari Bhawan, Labhandih, Raipur, Chhattisgarh

**Manpower Outsourcing Services - Fixed Remuneration - As Per ATC; Assistant Grade III; As Per ATC ( 30 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	As per ATC
List of Profiles	Assistant Grade III
Educational Qualification	As per ATC
Specialization	As per ATC
Post Graduation	Not Required
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	No
Name of states/ UT for geographical presence is required	Not Applicable
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Leave Compensation (Without OT)

विवरण/ Specification	मूल्य/ Values
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	0

**क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer**

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	Yes
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प्राचल/Parameter	मूल्य/Values
कोर / Core	7

**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

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
1	Yadunandan Rathore	492001,Abkari Bhawan, Chokranala Labhandih, Raipur, Chhattisgarh	30	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 18655</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 75</li> <li>• EPF Admin Charges (INR Monthly) : 75</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) : 2870</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 1800</li> <li>• ESI (INR Monthly) : 700</li> <li>• Tenure/ Duration of Employment (In Months) : 36</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - As Per ATC; Supervisor; As Per ATC ( 732 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	As per ATC
List of Profiles	Supervisor
Educational Qualification	As per ATC
Specialization	As per ATC
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	No
Name of states/ UT for geographical presence is required	Not Applicable
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Leave Compensation (Without OT)
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	0

**क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer**

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	Yes
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प्राचल/Parameter	मूल्य/Values
कोर / Core	7

**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

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
1	Yadunandan Rathore	492001,Abkari Bhawan, Chokranala Labhandih, Raipur, Chhattisgarh	732	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 18655</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 75</li> <li>• EPF Admin Charges (INR Monthly) : 75</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) : 179</li> <li>• Optional Allowances 1 (INR Monthly) : 2870</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 1800</li> <li>• ESI (INR Monthly) : 700</li> <li>• Tenure/ Duration of Employment (In Months) : 36</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - As Per ATC; Salesman; As Per ATC ( 2244 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	As per ATC
List of Profiles	Salesman
Educational Qualification	As per ATC
Specialization	As per ATC

विवरण/ Specification	मूल्य/ Values
Post Graduation	Not Required
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	No
Name of states/ UT for geographical presence is required	Not Applicable
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Leave Compensation (Without OT)
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	0

**क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer**

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	Yes
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प्राचल/Parameter	मूल्य/Values
कोर / Core	7

**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

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
1	Yadunandan Rathore	492001,Abkari Bhawan, Chokranala Labhandih, Raipur, Chhattisgarh	2244	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 12675</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 63.375</li> <li>• EPF Admin Charges (INR Monthly) : 63.375</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) : 122</li> <li>• Optional Allowances 1 (INR Monthly) : 1950</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 1521</li> <li>• ESI (INR Monthly) : 475</li> <li>• Tenure/ Duration of Employment (In Months) : 36</li> </ul>

**Manpower Outsourcing Services - Fixed Remuneration - As Per ATC; Multipurpose Worker; As Per ATC ( 747 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Type of Function	As per ATC
List of Profiles	Multipurpose Worker
Educational Qualification	As per ATC
Specialization	As per ATC

विवरण/ Specification	मूल्य/ Values
Post Graduation	Not Required
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	No
Name of states/ UT for geographical presence is required	Not Applicable
<b>एडऑन /Addon(s)</b>	
<b>अतिरिक्त विवरण /Additional Details</b>	
Title for Optional Allowance 1	Leave Compensation (Without OT)
Title for Optional Allowance 2	0
Title for Optional Allowance 3	0
Designation	0

**क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer**

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	Yes
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प्राचल/Parameter	मूल्य/Values
कोर / Core	7

**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

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
1	Yadunandan Rathore	492001,Abkari Bhawan, Chokranala Labhandih, Raipur, Chhattisgarh	747	<ul style="list-style-type: none"> <li>• Basic monthly pay (INR) exclusive of GST : 11176</li> <li>• Bonus (INR Monthly) : 0</li> <li>• EDLI (INR Monthly) : 55.88</li> <li>• EPF Admin Charges (INR Monthly) : 55.88</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) : 108</li> <li>• Optional Allowances 1 (INR Monthly) : 1719</li> <li>• Optional Allowances 2 (INR Monthly) : 0</li> <li>• Optional Allowances 3 (INR Monthly) : 0</li> <li>• Provident Fund (INR Monthly) : 1341.12</li> <li>• ESI (INR Monthly) : 419</li> <li>• Tenure/ Duration of Employment (In Months) : 36</li> </ul>

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

### 1. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

MANAGING DIRECTOR, CSMCL, RAIPUR  
payable at  
RAIPUR

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

### 2. Buyer Added Bid Specific ATC

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

### 3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

## 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 shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.**

**For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.**

**The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:**

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

**All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.**

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---**

**CHHATTISGARH STATE MARKETING**  
**CORPORATION LIMITED,**  
**RAIPUR, CHHATTISGARH**



**TENDER DOCUMENT**

**TENDER FOR EMPANELMENT OF PLACEMENT AGENCY  
FOR SUPPLY OF MANPOWER TO CHHATTISGARH STATE  
MARKETING CORPORATION LTD.**

**T.No.: CSMCL/Tender/2026-27/1**

**Dated: 30-01-2026**

<b>DATE OF TENDER</b>	<b>:</b>	<b>30-01-2026</b>
<b>LAST DATE &amp; TIME OF TENDER SUBMISSION</b>	<b>:</b>	<b>As Specified in the GeM Bid</b>
<b>DATE &amp; TIME OF OPENING THE TECHNICAL BID</b>	<b>:</b>	<b>As Specified in the GeM Bid</b>

**NAME & ADDRESS OF TENDERER:**

**-S/D-**

**MANAGING DIRECTOR, CSMCL  
4<sup>TH</sup> FLOOR, AABKARI BHAVAN,  
NEAR CHOKRA NALA, LABHANDI  
RAIPUR, CHHATTISGARH- 492001**

**OFFICE OF THE MANAGING DIRECTOR, CSMCL, RAIPUR  
CHHATTISGARH**

**OFFICE OF THE MANAGING DIRECTOR, CSMCL,  
CHHATTISGARH, RAIPUR**

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## **SECTION I**

### **NOTICE INVITING TENDER THROUGH GeM PORTAL FOR CSMCL, RAIPUR**

**T. No.: CSMCL/Tender/2026-27/1**

**Dated: 30-01-2026**

On behalf of Managing Director, Chhattisgarh State Marketing Corporation Limited, (here-in-after referred to as CSMCL or Corporation) bids are invited through GeM portal from interested and eligible Manpower Placement Firms/Agency for Empanelment for supply of manpower in various retail liquor shops under the jurisdiction of Managing Director, CSMCL in State of Chhattisgarh **w.e.f. 01.04.2026.**

Intending eligible bidders may download Tender Document from CSMCL website, i.e. <https://excise.cg.nic.in/csmcl/> or GeM portal. The payment for Earnest Money Deposit (hereinafter referred to as "EMD") shall be accepted as specified in GeM portal. The DD should be drawn on any Scheduled Commercial Bank payable at Raipur in favour of **MANAGING DIRECTOR, CSMCL, RAIPUR, CHHATTISGARH.**

#### **SCHEDULE TO THE INVITATION OF TENDER**

1.	DESIGNATION AND ADDRESS OF THE AUTHORITY INVITING TENDER	MANAGING DIRECTOR, CSMCL,RAIPUR, CHHATTISGARH
2.	TENDER NO: CSMCL/TENDER/2026-27/	DATED: 30-01-2026
3.	TIME AND DATE OF PRE-BID MEETING	As Specified in the GeM Bid
4.	TIME AND DATE OF SUBMITTING TENDER/BID	As Specified in the GeM Bid
5.	TIME AND DATE OF OPENING OF TENDER (TECHNICAL BID)	As Specified in the GeM Bid
6.	MINIMUM VALIDITY OF TENDER OFFER	180 DAYS FROM THE DATE OF OPENING
7.	DURATION OF CONTRACT	As per Tender document

**-S/D-**

**MANAGING DIRECTOR  
CSMCL  
RAIPUR, CHHATTISGARH**

## **SECTION - II**

### **INSTRUCTION TO BIDDERS**

#### **1. EARNEST MONEY DEPOSIT**

- 1.1.** The bidder shall upload a scanned copy of the Earnest Money Deposit (EMD) in the form of a Demand Draft (DD) on the GeM Portal along with the bid. The EMD valid for a period of 90 days drawn on any Scheduled Commercial Bank payable at Raipur in favour of Managing Director, CSMCL, Raipur, Chhattisgarh. The original Demand Draft shall be submitted in physical form to the office of the Managing Director, CSMCL within **five (05) days** from the date of opening of the Technical Bid, failing which the bid shall be liable to rejection. Details for EMD are given below:-

<b>ESTIMATED ANNUAL COST (IN ₹)</b>	<b>ESTIMATED COST FOR 3 YEARS (IN ₹)</b>	<b>Calculation for EMD @1% for 8 firms per year (IN ₹)</b>
<b>1,00,55,12,405.33</b>	<b>3,01,65,37,216.20</b>	<b>12,56,891</b>

- 1.2.** Tenders not accompanied with requisite amount of EMD shall be summarily rejected. Furnishing incorrect information will entail forfeiture of EMD in full or part as per discretion of the Corporation. The EMD of the unsuccessful bidders will be returned after the finalization of the Tender at the expenses of the bidders within a reasonable time consistent with the rules and regulations on this behalf. The above EMD amount held by the CSMCL till it is returned to the bidder will not earn any interest thereof. EMD will be forfeited if a bidder withdraws, amends, impairs and/or derogates within validity period. EMD of the successful bidders will be adjusted towards Performance Security Deposit (hereafter referred to as security deposit) payable by it or returned by CSMCL on receipt of 100% value of Security Deposit.
- 1.3** Bidders who are registered as Micro and Small Enterprises (MSEs) under the MSME Act, 2006, or are registered with NSIC/ Udyam, shall be exempted from submission of Earnest Money Deposit (EMD), provided they submit valid documentary proof of such registration along with the bid. The exemption shall be applicable only for the goods/services for

which the bidder is registered. In the absence of valid proof, the bid shall be treated as non-responsive.

## **2. DEFINITIONS**

- A. Managing Director:** Means the Managing Director, CSMCL, Raipur, Chhattisgarh as defined and its successors.
- B. Officer-In-Charge:** The Officer-in-charge means, the incharge of the works at any time meaning thereby the District Head of CSMCL or who shall sign the Contract on behalf of the Managing Director, as the case maybe.
- C. Contract:** The term contract means the documents forming the tender and acceptance thereof and the formal agreement executed between Managing Director and the Placement Agency together with the documents referred to therein including the conditions of Contract, the specifications, designs, drawings and instructions issued from time to time by the Officer-in-charge and all these documents taken together shall be deemed to form one contract and shall be complimentary to one another.
- D. Placement Agency:** The Placement Agency shall mean the individual, firm or company, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company and the permitted assignees of such individual, firm or company.
- E. Work:** The expression work/ works shall unless be something either in the subject or context repugnant to such works be construed and taken to mean the works by or by virtue of the Contract contracted to be executed whether temporary or permanent and whether original, altered, substituted or additional.
- F. Schedule(s):** Schedule(s) referred to in these conditions shall mean the relevant schedule(s) or the standard schedule of rates mentioned in the document.
- G. Site:** The site shall mean the Corporation establishments through which work is to be executed under the Contract.
- H. Normal time or stipulated time:** Normal time or stipulated time means time specified in the work order to complete the work.
- I. Duration of completion of work:** The duration of completion of work or completion time shall be time specified in the work order.
- J. Excepted risk:** Excepted risk are risks due to war (whether declared or not), invasion, act of foreign enemies, hostilities, civil war, rebellion,

revolution, insurrection, military or usurped power, any acts of Government, damages from aircraft, acts of God such as earthquake, lightening and unprecedented floods and other causes over which, the Placement Agency has no control and the same having been accepted as such, by the Accepting Authority or causes solely due to use or occupation by the Government of the part of the work, in respect of which a certificate of completion has been issued.

**K. Spirit/Malt/RTD/Beer/IMFL/Foreign Liquor/Country Liquor:** They shall have the same meaning as assigned to them under The Chhattisgarh Excise Act, 1915 and rules made thereunder.

### **3. MINIMUM ELIGIBILITY CRITERIA FOR BIDDER**

The scanned copies of following documents must be submitted along with tender document, any bidder submitting bid without documents those specified below, is liable to be summarily rejected:

- 3.1.** Bidder must be a proprietary firm/ partnership firm/limited company, corporate body, legally constituted, must possess required licenses/ registrations etc. as per law. Self-Attested copy of Partnership Deed or Proprietorship deed/ Memorandum of Association/ Articles as applicable shall be attached.
- 3.2.** Bidder must have GST registration certificate issued by competent authority. Bidder shall furnish copy of latest filed GST returns along with its acknowledgment.
- 3.3.** The bidder shall possess valid EPF and ESI registrations with the competent authority. Documentary proof of EPF registration must be submitted along with the bid.
- 3.4.** Bidder should have valid labour license of minimum 1000 labourers/ employees as per Contract Labour (Regulation and Abolition) Act, 1970. (The bidder should submit consolidated Self-attested copy of valid Labour Licence showing number of employees issued by the competent authority under the Contract Labour (Regulation and Abolition) Act, 1970.)
- 3.5.** The bidder shall have an average annual turnover of Placement/Manpower services of not less than ₹300.00 Crore during the past three completed consecutive financial years, i.e., FY 2022-23, FY 2023-24, and FY 2024-25.

CA-certified balance sheets and turnover certificates for the above-mentioned financial years shall be submitted as documentary evidence.

- 3.6.** The bidder must possess a minimum experience of three (03) years in providing manpower services to Government Departments, Government Institutions, Government Organizations, PSUs, Co-operative Societies, and/or Private Sector Companies. (A certificate from the principal employer regarding successful completion of work order should be provided for calculating year of experience which should clearly mention the year of service provided as per annexure VI)
- 3.7.** The bidder shall furnish Certificate of “No near relative” of the bidder agency/ firm to be executed on Non-Judicial Stamp Paper of requisite value under Stamp Act & Attested by Public Notary/ Executive Magistrate.
- 3.8.** The Bidder should not be blacklisted by Government/Semi Government or any other statutory body. The bidder shall furnish Affidavit of “BLACKLISTING & NON- BLACKLISTING” of bidder to be executed on Non-Judicial Stamp Paper of requisite value under Stamp Act & attested by Public Notary/ Executive Magistrate. (Proforma given in Annexure IX)
- 3.9.** The bidder/ Power of Attorney holder as the case may shall affix seal and sign on all the pages of tender documents.

#### **4. PRICE SCHEDULE**

The empaneled agency shall be paid as per Price Schedule mentioned at Annexure-IV of the tender document.

#### **5. QUERIES ON TENDER DOCUMENT AND PRE BID MEETING**

- 5.1.** A prospective bidder requiring any clarification on the Tender Document shall notify the Corporation through GeM Portal. The Corporation shall respond through GeM portal.
- 5.2.** A Pre-bid meeting of the interested parties shall be convened at the designated date, time and place as provided in GeM bid document.

#### **6. AMENDMENT OF TENDER DOCUMENT**

- 6.1.** At any time, prior to the date for submission of bids, the Corporation may, for any reason whether Suo moto or in response to a clarification requested by a prospective Bidder, modify the tender document by the issuance of Addendum / Corrigendum.

- 6.2.** Any Addendum/ Corrigendum issued in respect of this tender shall be published on the GeM Portal for information of all prospective bidders. Such Addendum/ Corrigendum shall form an integral part of the tender document.
- 6.3.** To afford prospective bidders a reasonable time to take the Addendum/ Corrigendum into account in preparing their bids, the Corporation may, at its discretion, extend the deadline for the submission/ opening of bids suitably.
- 6.4.** The bidder before submission of bid shall go through the Addendum/Corrigendum if any, issued by the Corporation.
- 6.5.** CSMCL also reserves the right to modify or alter the Tender Document and also to withdraw or cancel the Bidding process at any stage.

**7. RIGHT TO ACCEPT OR REJECT:**

Corporation shall not be bound to accept the lowest or any tender and reserves to itself the right to accept or reject any bid or to accept whole or a portion of bid, as it may deem fit, without assigning any reason thereof and without incurring any liability to the affected bidder(s) for the action of Corporation.

**8. BID FORMS (TWO BID FORMAT)**

- 8.1** The bid shall be submitted online only through the Government e-Marketplace (GeM) Portal, in accordance with the bid submission procedures and instructions prescribed on the GeM portal from time to time.
- 8.2** No physical submission of bids, documents, or any other instrument shall be accepted under any circumstances. Any bid not submitted through the GeM portal or not in conformity with the GeM guidelines shall be treated as non-responsive and shall be liable for rejection.
- The bidder is requested to examine all instructions, forms, terms and specification in the Tender document and GeM bid. Failure to furnish all the information required as per Tender Documents or submission of the bids not substantially responsive to the Tender Documents in every respect will be at the bidder's risk and may result in rejection of the Bid.
- 8.3** The bid will be submitted in Two bid format. Firstly, technical bid will be opened and scrutinized by the technical bid committee. Price bid will be opened for only those bidders who qualify in technical bid.
- 8.4** The bidder is competing on the basis of eligibility and not on margin. The margin is fixed at 7% as specified in the Price Schedule of Annexure-IV.

Accordingly, the bidder shall submit the Price Schedule strictly in the format prescribed in Annexure-IV.

**8.5** The technical evaluation of bid will be carried out based on the documents submitted by the bidders. Based on the documents submitted, marks will be allotted as per evaluation sheet enclosed in the tender document. All the bidders will be ranked as per marks scored in technical evaluation. Top 8 successful bidders will be empaneled for the supply of manpower by CSMCL. Districts/zones will be awarded as per annexure - V.

**9. Bid submission by related parties:**

If related parties (as defined below) submit more than one bid, then both/all bids submitted by related parties are liable to be rejected at any stage by Corporation:

- A.** Bids submitted by holding company and its subsidiary company;
- B.** Bids submitted by two or more companies having common directors;
- C.** Bids submitted by partnership firms/LLPs having common partners;
- D.** Bids submitted by proprietorships having same proprietor;
- E.** Bids submitted by companies in the same group of promoters and managements.
- F.** Bids submitted by relatives of bidder as per definition of relatives under section 2 (77) of Companies Act, 2013:

2(77) "relative", with reference to any person, means any one who is related to another, if—

- (i)** they are members of a Hindu Undivided Family;
- (ii)** they are husband and wife; or
- (iii)** one person is related to the other in such manner as may be prescribed;

A person shall be deemed to be the relative of another, if he or she is related to another in the following manner, namely:-

(1) Father:

Provided that the term "Father" includes step-father.

(2) Mother:

Provided that the term "Mother" includes the step-mother.

(3) Son:

Provided that the term "Son" includes the step-son.

(4) Son's wife.

(5) Daughter.

(6) Daughter's husband.

(7) Brother:

Provided that the term "Brother" includes the step-brother;

(8) Sister:

Provided that the term "Sister" includes the step-sister.

## **10. BID OPENING AND EVALUATION:**

**10.1** Bid Opening through GeM Portal - Opening of bids shall be carried out online through the GeM Portal. No physical opening of bids or presence of bidders or their representatives shall be required.

### **10.2 Technical Evaluation**

10.2.1 The Technical Bids shall be evaluated by the Tender Evaluation Committee in accordance with the GeM requirements, eligibility conditions, technical parameters, and evaluation methodology specified in the tender document.

10.2.2 Technical evaluation shall be carried out on the GeM Portal, and technical scores shall be awarded as per the prescribed scoring matrix as per annexure-VII. Top 8 ranked bidders will be treated as technically qualified bidders as per the technical evaluation by committee. Remaining bidders shall stand disqualified.

### **10.3 Ranking of Bidders**

10.3.1 Technically qualified bidders shall be ranked in descending order of their technical scores obtained during technical evaluation.

10.3.2 In case of a tie in technical scores, the agency having more turnover shall be given precedence in the order of ranking. If turnover of two firms is same in that case the firm having labour license with more number of employees will be ranked higher.

### **10.4 Allocation of Work**

10.4.1 Allocation of zones/districts shall be based on the rank obtained by bidders as per technical scores, and shall be carried out administratively by the Corporation by using splitting option on GeM portal. Top 8 successful bidders will be empaneled for the supply of manpower by CSMCL. Zones/districts will be awarded as per Annexure - V.

10.4.2 Bidders shall have no right to claim or choose any particular Zone/district, and the decision of the Corporation regarding allocation shall be final and binding.

**11. Evaluation and Comparison of substantially responsive bids:** The Tender Committee shall evaluate in detail and compare the bids previously determined to be substantially responsive and ranking of the Bidder will be done as per Marks obtained as per details given below:

<b>S.No</b>	<b>Criteria</b>	<b>Minimum Marks</b>	<b>Maximum Marks</b>
1.	Bidder should have average annual turnover of Placement/ Manpower supply work/ Labour contract of at least Rs.300.00 Crores in the past three completed consecutive financial years i.e. FY 2022-23, FY 2023-24, and FY 2024-25. <b>(Minimum 5 marks for Rs. 300.00 Crores turnover and additional 5 marks for each additional turnover of Rs. 300 Crores.)</b>	5	25
2.	Valid Labour License of minimum 1000 Labourers/ Employees/ Tradesmen <b>(Minimum 5 Marks for 1000 labours and additional 5 marks for each additional 200 labours)</b>	5	25
3.	The bidder must possess a minimum experience of three (03) years in providing manpower services/ labour contracts to Government Departments, Government Institutions, Government Organizations, PSUs, Co-operative Societies, and/or Private Sector Companies. Only the total number of completed years of experience shall be considered for evaluation. Experience gained from multiple clients or firms during the same period shall not be counted separately.	5	25

(Minimum 5 marks for 3 years of experience and additional 5 marks for each additional 1 year of experience.)		
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## **12. AWARD OF CONTRACT**

- 12.1 The top eight (08) bidders, based on the evaluation, shall be empaneled by CSMCL for the supply of manpower. The work order will be split among successful bidders as per Annexure – V.
- 12.2 The Contract shall be valid for a period of 3 years from the date of commencement of work as specified in the signed contract or work order whichever is earlier. Upon the expiry of the period of 3 years the Corporation may renew this contract on its own for a further period of 6 months for one year.
- 12.3 The Managing Director CSMCL reserves the right to withdraw the work from the selected agency and allot it to other agency or change the districts allotted to agencies as per convenience of CSMCL from time to time during contract period. In case of such re-allotment any placement agency shall not make a claim on a Zone/district by virtue of bidder's ranking for that zone/district.
- 12.4 In case of any unforeseen circumstances, the Managing Director, CSMCL reserves the right to allot additional work to empaneled agency for Zones/districts other than its existing zones/districts and to take suitable decisions in the interest of CSMCL.
- 12.5 The Contract Generation on GeM portal shall constitute award to the successful bidder.
- 12.6 CSMCL reserves right to sign a separate agreement with empaneled firms apart from GeM generated contract as per Annexure-II.

## **13 PERFORMANCE SECURITY**

- 13.1 The successful bidder shall, within two (02) weeks from the date of award of work by the Corporation, deposit an amount equal to 5% (five percent) of the cost of the awarded work as Performance Security Deposit. Performance Security may be submitted in any form permitted on GeM, including Bank Guarantee, Fixed Deposit Receipt (FDR), Insurance Surety Bond, or any other instrument enabled on GeM.
- 13.2 Performance Security shall remain valid for a period of not less than 4 years or till completion of audit, whichever is later.

- 13.3 Performance Security will be discharged after fulfillment of all the contractual obligations under the contract and on expiry of the contract period subject to the satisfaction of the Corporation.
- 13.4 If the Bidder fails or neglects any of its obligations under the contract, it shall be lawful for the Corporation to forfeit either whole or any part of performance security furnished by the bidder as compensation for any loss resulting from such failure/negligence.
- 13.5 If the Bidder failed to act up to the Tender or backs out when its tender is accepted, its Security Deposit mentioned above will also be forfeited to Corporation.
- 13.6 In case of any claims or any other contractual obligations are outstanding, the bidder shall extend the validity of PSD as required by the Corporation till such time as the bidder settles all claims and completes all contractual obligations.
- 13.7 In case, the successful bidder fails to submit the PSD, CSMCL may cancel the award of contract and forfeit EMD of the bidder. Moreover, the bidder maybe blacklisted from future tenders of CSMCL and the work order will be issued to other empaneled firms.

#### **14 CORRUPT OR FRAUDULENT PRACTICES**

The Tendering Authority requires that the Bidders/Contractors under this tender observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, "THE TENDERING AUTHORITY":

- i.** Defines for the purposes of this provision, the terms set forth as follows:
  - a) "corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution; and
  - b) "fraudulent practice"** means a misrepresentation of facts in order to influence a procurement process or an execution of a contract to the detriment of the Tendering Authority, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Tendering Authority of the benefits of the free and open competition;

- ii.** Will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

\*\*\*

## **SECTION III**

### **GENERAL (COMMERCIAL) CONDITIONS OF THE CONTRACT**

#### **1. APPLICATION**

The General conditions shall apply to contracts made by the Managing Director for Empanelment of Placement Agency for Supply of Manpower for Corporation & establishments in various districts under the jurisdiction of Managing Director, CSMCL.

#### **2. STANDARDS**

The works to be executed under the contract shall conform to the standards prescribed in the contract.

#### **3. PRICES**

**3.1** Prices charged by the Placement Agency for the works performed under the Contract shall not be higher than the prices mentioned in Price Schedule of the Tender Document.

**3.2** The payment paid to manpower will be revised if the minimum wages exceeds the payment fixed in the tender.

#### **4. SUB-LETTING**

The Placement Agency shall not assign, sub contract or sublet the whole or any part of the works covered by the contract, under any circumstances.

#### **5. PERFORMANCE SECURITY**

a. The Placement Agency's Security Deposit will be the Performance Security and can be forfeited in case of violation of any clause of tender.

b. No interest will be paid to the Placement Agency on the security deposit.

#### **6. ISSUE OF WORK ORDERS AND TIME LIMIT**

The work orders shall be issued by CSMCL on compliance of all conditions of tender document for award of work.

#### **7. PAYMENT TERMS**

**7.1** The Placement Agency will be paid **7% service charge amount** of the consolidated wages paid to all the employees (inclusive of overtime pay, EPF, ESIC, EDLI and applicable deductions) every month on submission of bills over and above the salary/ wages paid by the agency to the employees.

## **7.2 Escrow Account for Labour Payments -**

- 7.2.1 The Contractor shall establish and maintain a dedicated escrow account with a bank approved by the Employer for the sole purpose of disbursing wages and statutory labour payments related to this Contract.
- 7.2.2 The Contractor shall deposit into the escrow account, on a monthly basis, sufficient funds to cover all wages, overtime payments, and statutory benefits payable to workers engaged under this Contract.
- 7.2.3 Disbursement from the escrow account shall be made only upon submission and verification of attendance records, payroll statements, and statutory compliance documents, and shall be subject to approval by the Employer or its authorized representative.
- 7.2.4 Failure to maintain adequate funds in the escrow account or failure to comply with labour payment obligations shall constitute a material breach of the Contract and may result in suspension of payments, penalties, or termination of the Contract.

**7.3** The attendance of employees will be registered on Aadhaar Enabled Biometric Attendance System (AEBAS) or as decided by CSMCL. The payment of the employees will be calculated as per attendance registered on Aadhaar Enabled Biometric Attendance System (AEBAS) portal by the employees or otherwise.

**7.4** The losses incurred in retail shops due to manpower as per Audit report will be deducted from the service charges payable to the firm. If the losses reported in the Audit Report are more than the bills pending with the Corporation, the Agency shall deposit the difference/shortfall amount with the Corporation within ten (10) days from the date of intimation.

Failure to deposit the said amount within the stipulated period shall authorize the Corporation to recover the entire shortfall from the PSD forthwith, without any notice, consent, or further intimation to the Agency.

The Agency shall mandatorily replenish the Security Deposit accordingly. Non-compliance shall be treated as a material breach of contract.

**7.5** In no case, any amount other than penalty and deduction as prescribed in Penalty and deduction clause is to be imposed on Employee.

**7.6** Payment of wages by placement agency to outsourced persons shall not be condition precedent or linked with payment of bills by CSMCL.

**7.7 No right to claim employment:** There will not be any relationship of employer and employee or principal and agent between the CSMCL and outsourced persons/contract labour. Outsourced personnel supplied by the selected Placement Agency shall not be entitled to any kind of permanent/temporary employment or engagement or absorption in the office of the CSMCL or State Government in future on the basis of services provided by them under the contract, entered into between the Placement agency and CSMCL, for supply of manpower.

**7.8** Caution against collection of money from outsourced persons: If at any stage after the bidding process and award of work, it comes to the notice of the Corporation that the Agency has collected or is collecting or has taken steps to collect any money or money's value in kind, in one time or periodic installments in the name of bribe or recruitment fees or application fees or screening fees or administrative costs or commission or donation or gift or in any other name whatsoever, explicitly or implicitly, for engaging or providing the manpower to the CSMCL, the contract shall be terminated without notice or waiting time and after giving opportunity of being heard and the Agency will be debarred for breach of integrity as provided in Rules of CVC, blacklisted and its name will be circulated through the website of CSMCL.

## **8. PENALTY AND DEDUCTION CLAUSE**

**8.1.** In the event of breach or violation of any statutory provision or any term, condition, or covenant of this Contract, the Corporation shall be entitled to recover liquidated damages, as a genuine pre-estimate of loss, up to a maximum of ten percent (10%) of the total contract value, at its discretion.

**8.2.** It will be the responsibility of the manpower deployed by the Placement Agency to accept the inward stock of Liquor on day to day basis transported by assigned transporter to the shop and any damage of Liquor bottles or shortfall of liquor stock found during audit will be recovered from the bills/ security deposit of the Placement Agency equivalent to the RSP of shortfall quantity.

**8.3.** The manpower deployed by the placement agency shall also be liable to handover all the cartons of liquor in the retail liquor shops of the Corporation

to the designated vendor of the Corporation on weekly or monthly basis as so directed. In case the manpower fails to handover the cartons/the quantity of cartons is less than the quantity (including adjustment due to spoilage, etc.) the manpower agency will be liable and will be fined with a minimum amount of Rs. 3.50 (per Carton of Country Liquor) and Rs. 5.00 (per Carton of Foreign Liquor) or as instructed by the Managing Director on this behalf from time to time.

**8.4.** The manpower supplied by placement agency are responsible for sale of liquor through retail outlets of the Corporation on First-In-First-Out (FIFO) basis, if the manpower supplied, fails to adhere to the sale norms and the stock remains unsold/expired/is contaminated, the manpower agency shall be liable to pay the fine at following rates to CSMCL:

**A.** 100% RSP value of expired beer/malt/Ready to drink (RTD) from the date of its expiry.

**B.** 25% RSP value of Country Liquor after 6 months from date of its inward.

**C.** 25% RSP value of Spirit/Foreign liquor/IMFL after period of 6 months from the date of its inward.

**D.** In case of stock leakage/breakage in shops- 100% of RSP shall be recovered. In any case, the breakage shall not be beyond 0.15% of the average monthly stock. In case the breakage is above 0.15%, additional penalty of Rs.50,000/- will be imposed on manpower agency which must not be recovered from any employee of the shop.

**8.5.** In the event of any demurrage as mentioned above, if a fine or penalty is imposed on the Agency due to delay, negligence, or non-performance by the deployed manpower, the Agency may recover only up to Sixty percent (60%) of such fine from the concerned deployed manpower, and the remaining Forty percent (40%) shall be borne by the Agency itself. Recovery from the Agency shall be without prejudice to other contractual or legal remedies available to CSMCL.

**8.6.** In cases involving diluted liquor or non-duty paid liquor, CSMCL may impose a penalty equivalent to twice the Retail Sale Price (RSP) per unit of diluted / non-duty paid liquor. Each unit of diluted or non-duty paid liquor shall be treated

as a separate case for the purpose of penalty calculation, in addition to any other contractual and legal actions.

**8.7.** The manpower deployed by the Placement Agency shall be responsible for proper accounting of cash collections and payments received through online portals. Any shortage of cash, misappropriation, or embezzlement of payments shall be the sole responsibility of the Placement Agency and the amount involved shall be recoverable from the Placement Agency.

Any monetary loss caused to the Corporation due to negligence, theft, fraud, misconduct, or any other unforeseen situations or omission of the manpower deployed shall be recoverable from the Placement Agency and shall be adjustable against pending bills, Security Deposit, Bank Guarantee, or recoverable in any other manner as deemed fit by the Corporation.

In addition to recovery of the actual loss, the Corporation shall impose an additional penalty of ₹50,000/- (Rupees Fifty Thousand only) per instance on the Placement Agency, which shall not be recovered from or passed on to any employee or manpower deployed at the shop.

**8.8.** In cases of misappropriation or embezzlement of cash, any delay in deposit of the recoverable amount shall attract a penalty equivalent to 1% of the applicable Service Charge. (Any part of a month being treated as a full month.)

**8.9.** In case of any excise offence or criminal offence is committed by manpower of the placement agency, they will be punishable as per respective law and CSMCL will not be responsible for their aforesaid act.

**8.10.** Any indiscipline by the employees employed in the shop such as non-wearing of uniform/ID cards, absence during duty hours, and intoxication during duty hours will attract fine of Rs. 5000/- from placement agency.

**8.11.** For any unethical conduct or breach of terms of contract the placement agency shall be held liable and penalized as per instruction of the Managing Director.

## **9. RESCISSION/ TERMINATION OF CONTRACT**

**9.1. Circumstances for rescission of contract:** Under the following conditions the competent authority may rescind the contract:

- A.** If the Placement Agency commits breach of any terms and conditions of the contract.

**B.** If the Placement Agency suspends or abandons the execution of work and the Head of the District or Officer-in-charge comes to conclusion that work could not be completed by due date.

**C.** If the Placement Agency had been given by the Officer in-charge of work a notice in writing to rectify/replace any defective work and it fails to comply with the requirement within the specified period.

**9.2.** Upon rescission of the contract, Corporation shall encash and/or forfeit performance or other contractual securities.

**9.3.** The Corporation reserves the right to suspend and reinstate execution of the whole or any part of the Works without invalidating the provisions of the Contract. Orders for suspension or reinstatement of the Works will be issued by the Managing Director/Authorized official to the agency in writing. The time for completion of the Works may be extended for a period equal to duration of the suspension. Any necessary and demonstrable cost incurred by the Corporation as a result of such suspension of the Works will be paid by the placement agency, provided such costs are substantiated to the satisfaction of the Corporation. The Corporation shall not be responsible for any liabilities if suspension for any unsatisfactory performance or failure to discharge its duties is due to some default on the part of the agency.

## **10. TERMINATION FOR INSOLVENCY:**

The Managing Director may at any time terminate the contract by giving written notice to the Placement Agency without compensation to the Placement Agency, if the Placement Agency becomes bankrupt or otherwise insolvent as declared by the competent court. Provided that such termination will not prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to the Corporation.

## **11. OPTIONAL TERMINATION BY MANAGING DIRECTOR**

**11.1** The Managing Director, CSMCL, may, at any time, cancel and terminate this contract by written notice to the Placement Agency. In such case(s) the Placement Agency shall be entitled to payment for the work done up to the time of such cancellation and a reasonable compensation in accordance with

the contract prices for any additional expenses already incurred for balance work.

**11.2** The Managing Director, CSMCL, may, cancel or omit the execution of one or more items of work under this contract and the agency shall not be entitled to any form of compensation from the corporation.

### **11.3 Issuance of Notice**

**11.3.1** The Officer In-charge of work shall issue show cause notice giving details of lapses, violation of terms and conditions of the contract, wrongful delays or suspension of work or slow progress to the Placement Agency directing the Placement Agency to take corrective action. A definite time schedule for corrective action shall be mentioned in the show cause notice. If the Placement Agency fails to take corrective action within the stipulated time frame, the Officer In charge shall submit a draft of final notice along with a detailed report to the competent authority.

**11.3.2** The final notice for rescission/ termination of contract to the Placement Agency shall expressly state the precise date and time from which the rescission/termination would become effective. The following safe guards shall be taken while issuing the final notice: During the period of service of notice and its effectiveness, the Placement Agency should not be allowed to remove any material/ equipment from the site belonging to the Corporation.

## **12. INDEMNITIES**

**12.1** The Placement Agency shall at all times held Managing Director harmless and indemnify from and against all action, suits, proceedings, works, cost, damages, charges, claims and demands of every nature and description, brought or procured against Managing Director, its officers and employees and forthwith upon demand and cost (inclusive between attorney and client) and all costs incurred in endorsing this or any other indemnity or security which Managing Director may now or at any time have relative to do the work or the Placement Agency's obligation or in protecting or endorsing its right in any suit on other legal proceeding, charges and expense and liabilities resulting from or incidental or in connection with injury, damages of the Placement Agency or damage to property resulting from or arising out of or in any way connected with or incidental to the operation caused by the contract documents. In addition, the Placement Agency shall reimburse Managing

Director or pay to Managing Director forthwith on demand without protect or demur all cost, charges and expenses and losses and damages otherwise incurred by it in consequences of any claim, damages and actions which may be brought against Managing Director arising out of or incidental to or in connection with the operation covered by the Placement Agency.

**12.2** The Placement Agency shall at its own cost or at Managing Director's request defend any suit or any other proceeding asserting a claim covered by this indemnity but shall not settle, compound, or compromise any suit or other finding without first consulting Managing Director.

### **13. ASSIGNMENT AND SUB-LETTING OF CONTRACT**

The Contractor shall not assign, sublet, or subcontract any part of the Contract at any time during contract period. Further, any Assignment/ Subletting/ Subcontracting, as above shall be void ab initio and the Corporation shall have right to terminate the work of concerned agency in case of violation of this clause.

### **14. FRUSTRATION OF CONTRACT**

In the event there is frustration of the Contract because of supervening impossibility in terms of Section 56 of the Indian Contract Act, then the parties shall be absolved of their responsibility to perform the balance portion of the Contract.

### **15. FORCE MAJEURE:**

**15.1** If any time, during the currency of this contract, on the occurrence of any unforeseen event, beyond the control of either Party, directly interfering with the delivery of Services, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosion, epidemics, quarantine restrictions, strikes, lockouts, or act of god (herein after referred to as events), the affected Party shall, within a week from the commencement thereof, notify the same in writing to the other Party with reasonable evidence thereof.

Provided that, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance and work under the contract shall be resumed as soon as practicable after such event may come

up to an end or cease to exist and the decision of the Corporation as to whether the work have been so resumed or not shall be final and conclusive.

Provided further that if the performance, in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at its option terminate the contract.

**15.2** Provided also that if the contract is terminated under this clause, the Corporation shall be at liberty to take over from the Placement Agency at a price to be fixed by the Corporation, which shall be final, all unused, undamaged and acceptable materials, bought out components and stores in the course of execution of the contract, in possession of the Placement Agency at the time of such termination of such portions thereof as the Corporation, may deem fit except such material, bought out components and stores as the Contractor may with the concurrence of the Corporation elect to retain.

## **16. ARBITRATION**

**16.1** The parties shall try to resolve disputes amicably between them, in case of failure of the parties to do so the dispute shall be referred for arbitration as per this clause.

**16.2** Any dispute arising from or associated with this contract shall be referred to arbitration for resolution. The arbitration shall be conducted as per the provisions of Indian Arbitration and Conciliation Act 1996.

**16.3** The seat and venue of the arbitration shall be Raipur, Chhattisgarh, India.

## **17. SET OFF (RECOVERY OF SUM DUE)**

**17.1.** Any sum of money due and payable to the Service Provider (including security deposit refundable to it) under this contract may be appropriated by Corporation and set off the same against any claim of Corporation for payment of a sum of money arising out of this contract or under any other contract made by Service Provider with Corporation.

**17.2.** In the event of said security deposit being insufficient, the balance of total amount recoverable, as the case may be shall be deducted from any sum due to the Service Provider under this or any other contract with The Managing Director, CSMCL, Raipur, Chhattisgarh. Should this amount be insufficient to cover the said full amount recoverable, the Service Provider shall pay to The Managing Director, CSMCL, Raipur, Chhattisgarh, on demand the balance

amount, if any, due to The Managing Director, CSMCL, Raipur, Chhattisgarh within 30 days of the demand by Corporation.

**17.3.** If any amount due to the Corporation is so set off against the said security deposit, the Service Provider shall have to make good of the said amount so set off to bring the security deposit to the original value immediately by not later than 10 days.

#### **18. PRE-CONTRACT INTEGRITY PACT**

The successful Bidder must sign Integrity Pact as per format given in Annexure- III.

#### **19. SPECIAL CONDITIONS**

**19.1** The Corporation reserves the right to disqualify such bidders who have a record for not meeting contractual obligations against earlier contracts entered into with the Corporation.

**19.2** The Corporation reserves the right to blacklist a bidder for maximum period of 3 years in case it fails to honor its bid without sufficient grounds.

**19.3** The manpower shall not be blacklisted without enquiry and opportunity of being heard and the blacklisting can only be done by the Corporation for a maximum period of 3 years.

**19.4** Any clarification issued by Corporation, in response to query raised by prospective bidders shall form an integral part of bid documents and it may amount to amendment to relevant clauses of the bid documents.

**19.5** No Gazette officer or any retired Gazette Officer employed in Corporation or any other Government Department/PSU is allowed to work as a Placement Agency for a period of two years after his/her retirement from Government service without obtaining permission from the Government. This contract is liable to be cancelled if either the Placement Agency or any of its employee is found at any time to be such person who hadn't obtained the permission of Government of India/Government of Chhattisgarh as aforesaid before submission of the engagement in the Placement Agency's service as the case may be.

**19.6** In the event of the contractor being, adjusted insolvent or going voluntarily into liquidation or having received order or other order under insolvency act made against it or in the case of company, of the passing of any resolution, or making of any order for winding up whether voluntarily or otherwise, or in the event of the Placement Agency failing to comply with any of the

conditions herein specified, the Managing Director shall have the power to terminate the contract without any notice.

- 19.7** Without prejudice to any of the rights or remedies under this contract, if the Partner(s) (in case of Partnership firm)/ Proprietor (in case of sole proprietorship firm) dies, the Managing Director may terminate the contract without compensation to the Placement Agency. However, Managing Director, at its discretion may permit Placement Agency's successors to perform the duties or engagements of the Placement Agency under the contract, in case of death. In this regard the decision of Managing Director shall be final.
- 19.8** In the event of the Placement Agency, winding up its company on account of transfer or merger of its company with any other, the Placement Agency shall make it one of the terms and stipulations of the contract for the transfer of its properties and business, that such other person or company, shall continue to perform the duties or engagement of the Placement Agency under this contract and be subject to its liabilities there under.
- 19.9** Interpretation of the contract document: The representative of Managing Director and the Placement Agency shall in so far as possible by mutual consultation, try to decide upon the meaning and intent of the contract document. In case of disagreement the matter shall be referred to Managing Director whose decision shall be final. Any change in the contract documents shall be set forth in writing by the representative of the parties hereto. It shall be the Placement Agency's responsibility to thoroughly familiarize all its supervisory personnel with the contents of all the contract documents.
- 19.10** Notification - The Placement Agency shall give in writing to the proper person or authority with a copy to the Manager such notification as may be mandatory or necessary in connection with the commencement, suspension, resumption, performance and/ or completion of the contracted work. All notice shall be given sufficiently in advance of the proposed operation to permit proper co-relation of activities and the Placement Agency shall keep all proper persons or authorities involved and advised of the progress of operations throughout the performance of the work and/or with such other information and/or supporting figure and data as may from time to time as directed or required.

**19.11** Shut down on account of weather conditions: The Placement Agency shall not be entitled to any compensation whatsoever by reason of suspension of the whole or any part of the work made necessary by Managing Director or deemed advisable on account of bad weather conditions or other Force majeure conditions.

**19.12** The Placement Agency is fully responsible for taking all possible safety precautions during preparation for and actual performance of the works.

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## **SECTION IV**

### **LABOUR WELFARE MEASURES, COMPENSATION & LEGAL**

#### **COMPLIANCE (Aligned to Chhattisgarh Labour Laws)**

##### **1. Contractor's Labour Regulations**

**1.1 Labour Licence** - The Placement Agency shall obtain and maintain a valid licence/registration, wherever applicable, for engagement of contract labour under the Contract Labour (Regulation and Abolition) Act, 1970 *or*, upon its enforcement, the Occupational Safety, Health and Working Conditions Code, 2020 and the Rules made thereunder, within sixty (60) days from the date of award of the contract, and shall keep the same valid and in force till completion of the contract.

**1.2 Working Hours** - The normal working hours of any worker shall not exceed 8 hours per day and 48 hours per week, exclusive of rest intervals, in accordance with applicable labour laws in force in Chhattisgarh including the Contract Labour (Regulation and Abolition) Act, 1970 and the Code on Occupational Safety, Health and Working Conditions, 2020, as and when enforced.

Any work performed beyond prescribed hours shall be treated as overtime and paid at twice the ordinary rate of wages. Weekly rest and substituted holidays shall be provided as per law.

**1.3 Display of Notices** - Notices relating to wages, working hours, wage period, payment date and contractor details shall be displayed at conspicuous places in English and Hindi.

**1.4 Payment of Wages** - Wage period shall not exceed one month. Wages shall be paid within 7 days of the end of wage period and within 2 working days in case of termination. Wages shall not be less than minimum wages notified by the Government of Chhattisgarh and shall be paid through bank/electronic mode only.

**1.5 Deductions and Fines** - No deductions shall be made except those permitted under applicable law. Workers shall be given an opportunity of being heard before imposing any fine.

**1.6 Labour Records** - Statutory registers including muster roll, wage register, overtime register, accident register etc. shall be maintained physically or electronically.

- 1.7 Attendance-cum-Wage Slip** - Attendance-cum-wage slips shall be issued to all workers and acknowledgement obtained.
- 1.8 Appointment and Termination** - Appointment or termination shall be subject to approval of the competent authority of the Corporation.
- 1.9 Service Certificate** - Service certificate shall be issued on termination of employment.
- 1.10 Preservation of Records** - Labour records shall be preserved for minimum three years.
- 2. Social Security & Insurance** - Compliance with EPF, ESI, Gratuity laws and Code on Social Security, 2020 as applicable. Group insurance to be provided where statutory coverage is not applicable.
- 3. Accident Compensation** - Compensation shall be paid as per Employees' Compensation Act, 1923 or applicable provisions of Social Security Code.
- 4. Inspection & Enquiry** - Authorized officers shall have right to inspect and enquire. Full cooperation shall be extended.
- 5. Inspection of Records** - Records shall be produced for inspection as required.
- 6. Submission of Returns** - All statutory returns shall be submitted within prescribed timelines.
- 7. Amendments** - Corporation may amend clauses as per law.
- 8. Prohibition of Child Labour** - Strict compliance with Child and Adolescent Labour (Prohibition and Regulation) Act, 1986.
- 9. Penal Consequences** - Non-compliance shall attract penalties and contractual action.
- 10. Compliance with Laws** - The Placement Agency shall comply with all applicable Central and State labour laws in Chhattisgarh and indemnify the Corporation against any liability.
- 11. Naukarnama** - All manpower deployed in retail liquor shops shall possess valid Naukarnama issued by State Excise Department.

**SECTION - V**  
**SCOPE OF WORK**

- 1.** The scope of work under this contract shall include the provision, deployment, and management of qualified and competent manpower for the effective operation of retail liquor shops and establishments of CSMCL across the designated districts, as requisitioned by the Officer-in-Charge appointed by the Managing Director, CSMCL. The detailed requirement of Manpower is enclosed in Annexure-V.
- 2.** The manpower deployed shall be responsible for correct maintenance of statutory registers, prescribed records, and online system entries, and shall be accountable for stock, cash, equipment, and infrastructure at the shop premises.
- 3.** The deployed personnel shall perform duties with due diligence, integrity, and professionalism and shall ensure cleanliness and proper upkeep of shop premises.
- 4.** Any illegal, suspicious, or unauthorized activity noticed in or around the shop premises shall be immediately reported to the placement agency and the concerned District Officers of CSMCL.
- 5.** No person blacklisted or debarred by CSMCL shall be deployed under this contract. Any violation shall be treated as a material breach, liable for termination of contract and forfeiture of Performance Security.
- 6.** The placement agency, in coordination with CSMCL representatives, shall conduct periodic inspections to ensure compliance with contractual and statutory requirements.
- 7.** The placement agency shall ensure that all deployed personnel meet prescribed eligibility criteria including qualification, age, domicile, medical fitness, and police verification prior to deployment.
- 8.** The placement agency shall ensure timely payment of wages to deployed manpower as per rates notified by CSMCL and applicable statutory provisions.
- 9.** The deployed personnel shall extend full cooperation to auditors, inspecting authorities, and officials authorized by CSMCL and shall comply with all lawful directions issued by competent authorities.

10. To deploy supervisory and managerial personnel for effective management and supervision of all the operations.

11. CSMCL reserves the right to seek deployment of additional manpower, including technical or specialized personnel, as per requirement, against separate work orders at applicable service charges.

## 12. PAYMENT TO MANPOWER

12.1 The payment schedule and qualifications, age, and domicile requirement is as per table A given below.

12.2 The Liquor shops are open on all days except dry days. To compensate for holidays, 4 - days extra salary will be paid on monthly salary.

12.3 Extra duty hours beyond 8 Hours shall be paid as overtime.

12.4 The payments to the different Category of manpower will be made as per following details below:-

### A. MONTHLY PAY AND OVERTIME PAY OF MANPOWER AND QUALIFICATIONS

S N	Manpower Details	Qualifications	Age	Domicile	Pay Per Month (Rs.)	OT Per Hour
1	ASSISTANT GRADE - III	12 <sup>th</sup> Pass from any recognized education board having computer knowledge	Mini mum 21 years	Chhattisgarh	18,655/-	-
2	SUPERVISOR	Graduate in any subject	Mini mum 21 years	Chhattisgarh	18,655/-	179/
3	SALESMAN	12 <sup>th</sup> Pass from any recognized education board	Mini mum 21 years	Chhattisgarh	12,675/-	122/
4	MULTI PURPOSE WORKER	8 <sup>th</sup> Pass	Mini mum 21 years	Chhattisgarh	11,176/-	108/

### 12.5 Salary Accounts and Payment Timelines -

12.5.1 The Agency shall open salary bank accounts for all deployed manpower only with the bank designated by CSMCL. The Agency shall furnish salary slips and proof of salary disbursement to CSMCL as and when required.

12.5.2 Any delay in payment of salaries beyond the stipulated timelines shall attract a day-wise penalty, as prescribed under the Penalty and Deductions clause of the tender or as per applicable GeM rules.

**13.** Uniforms for the Manpower - The agency must provide a uniform and name badge along with Photo ID card with CSMCL monogram/logo. No employee of the manpower agency will perform duty without prescribed uniform. In case the employee is found without uniform and/or Photo ID card the agency will be fined with a penalty of up to Rs 5000/- per employee. Two sets of uniforms will be provided free of cost to each employee every six months by the manpower agency.

**14.** Submission of Reports - The Manpower Agency shall furnish to CSMCL daily sales reports, cash deposit reports, and any other reports or information as may be prescribed by CSMCL from time to time, in the specified formats and within the timelines stipulated by CSMCL.

**15. Responsibilities of manpower deployed and other conditions**

**15.1** Deployed manpower shall strictly comply with all instructions, circulars, and operational guidelines issued by the Excise Department, Government of Chhattisgarh, and CSMCL from time to time.

**15.2** The placement agency shall maintain minimum manpower deployment of 95% at all shops and CSMCL offices at all times to ensure uninterrupted operations.

**15.3** All personnel shall be in prescribed uniform and carry valid photo identity cards during duty hours. Non-compliance shall attract penalties as per tender conditions.

**15.4** In case of leave, absence, or vacancy, the agency shall provide suitable replacement manpower within three (03) days to maintain required strength.

**15.5** The agency shall be responsible for payment of overtime, holidays, and statutory dues as applicable and as notified by CSMCL.

**15.6** Salary shall be disbursed through bank accounts designated by CSMCL within prescribed timelines. Delay in payment shall attract penalties as per tender conditions.

**15.7** The deployed manpower shall maintain discipline, shall not resort to strike, intoxication, or misconduct. Any violation shall attract penalties and may result in removal of personnel and blacklisting. Non-compliance shall attract penalties as per tender conditions.

- 15.8** The deployed manpower shall ensure safety and security of CSMCL assets. Any loss or damage shall be recoverable from the agency.
- 15.9** The agency shall comply with all directions issued by the State Government, Excise Department, CSMCL, or any other competent authority without any claim for additional compensation.
- 15.10** In case the minimum wages as per prevailing law exceeds the payment so fixed for different category of manpower on any date, the wages concerned will be revised.
- 15.11** The manpower agency must deploy One State Coordinator and One District Coordinator in each district where services are provided for effective management and supervision of all the operations at their own cost. The appointment, deployment, replacement, or re-assignment of the supervisory personnel specified above shall be subject to prior approval of CSMCL. Only the deployed manpower and supervisory personnel duly approved by CSMCL shall be permitted to enter any liquor shop. This restriction shall be strictly enforced to ensure accountability, transparency, and operational security.
- 15.12** No manpower deployed by the Agency shall work under the influence of alcohol or any kind of intoxicating substance. If found otherwise, penalties shall be imposed on the Agency.
- 15.13** The manpower deployed by the Agency shall not bring any article, material, or stores that are not required in connection with the performance of their assigned duties.
- 15.14** Cooperation with Audits - The manpower deployed through the Placement/Manpower Agency shall extend full cooperation and necessary assistance to auditors and other stakeholders authorized by CSMCL. The deployed personnel shall strictly comply with all directions and instructions issued by CSMCL in this regard.
- 15.15** Compliance with Government Directions - The Agency shall, in addition to instructions issued by CSMCL, strictly comply with all directions and guidelines issued by the Chhattisgarh State Beverages Corporation, Excise Department, State Government, or any other applicable government authority.

**15.16** The Agency shall have no claim for additional costs, compensation, or adjustments arising from such directions and shall ensure deployment and performance of manpower strictly in accordance with these instructions.

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**ANNEXURE-I**  
**NO NEAR RELATIVE CERTIFICATE**

“I \_\_\_\_\_, S/o/D/o \_\_\_\_\_, R/o \_\_\_\_\_  
\_\_\_\_\_ hereby certify that none of my relative(s) is/ are employed in Corporation unit as per details given in Bid document. In case at any stage, it is found that the information given by me is false/incorrect, Corporation shall have the absolute right to take any action as deemed fit, without any prior intimation to me.”

**Signed** \_\_\_\_\_

For and on behalf of the  
Placement Agency

Name(caps) \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

The near relative (s) means:

- a) Members of a Hindu Undivided family;
- b) Husband and wife.
- c) The one is related to the other in manner as father, mother, son(s) & son's wife (daughter- in-law), Daughter (s) & daughter's husband (son-in-law), brother (s) and brother's wife, sister (s) and sister's husband (brother-in-law)

*(In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm, certificate will be given by all the partners and in case of Limited Company by all the Directors of the Company or Company Secretary on behalf of all Directors. Any breach of these conditions by the Company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The Corporation will not pay any damages to the Company or Firm or the concerned person. The Company or Firm or the persons will also be debarred for further participation in the concerned unit.)*

## **ANNEXURE - II**

### **FORMAT OF AGREEMENT**

This agreement is made on this .....day of (month) .....(year) .....between M/s .....(Name of Placement Agency) hereinafter called "The Placement Agency" (Which expression shall unless excluded by or repugnant to the context, include its successors, the executors, administrative representative and assignee) acting through its authorized official .....of the one part

AND

Managing Director, CSMCL, Chhattisgarh (herein after called the Corporation whose term includes its successors and assignees) and acting through its authorized official .....at O/o Managing Director, CSMCL, Raipur, Chhattisgarh on behalf of CSMCL, on other part.

Whereas the Placement Agency has offered to enter into contract with Managing Director for Empanelment for supply of manpower to Corporation under the jurisdiction of Managing Director, CSMCL on the terms and conditions herein contained and the rates approved by the Managing Director (copy of Rates annexed) have been duly accepted and whereas the necessary security deposits have been furnished in accordance with the provisions of the tender document and whereas no interest will be claimed on the security deposits.

Now these presents witness and it is hereby agreed and declared by and between the parties to these presents as follows:

1. The Placement Agency, shall, during the period of this contract that is to say from ..... to ..... or completion of work, whichever is earlier or until this contract shall be determined by such notice as is hereinafter mentioned, safely carryout by means of laborers employed at its own expenses and by means of tools, implements and equipment etc. to be supplied by it to its labour at its own expenses and all works as described in tender documents (annexed to the agreement), when the Corporation or Managing Director or any other persons authorized by Managing Director in that behalf require. It is understood by the Placement Agency that the quantity of work mentioned on the schedule is likely to change as per actual requirements as demanded by exigencies of service.
2. The GeM Contract and Tender Document No. \_\_\_\_\_, Dated: \_\_\_\_\_, shall form part and parcel of this Agreement and integral part of this agreement.

3. The Bid document (Qualifying), approved rates, annexed hereto and such other additional particulars, instructions, work orders as may be found requisite to be given during execution of the work shall be deemed and taken to be an integral part of the contract and shall also be deemed to include in the expression “The Agreement” or “The Contract” wherever herein used.
4. The Placement Agency shall also supply the requisite number of workmen with means & materials as well as tools, appliance, machines, implements, etc. required for the proper execution of work within the time prescribed in the work orders.
5. The Placement Agency hereby declares that nobody connected with or in the employment of Managing Director is not/shall not ever be admitted as partner in the contract.
6. The Placement Agency shall abide by the terms and conditions, rules, guidelines, construction practices, safety precautions etc. stipulated in the tender document including any correspondence between the Placement Agency and the Managing Director having bearing on execution of work and payments of work to be done under the contract.

**7. Non-Disclosure Clause:**

The Placement Agency shall not disclose directly or indirectly any information, materials and details of the CSMCL infrastructure / systems/ equipment etc., which may come to the possession or knowledge of the Placement Agency during the course of discharging contractual obligations in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The Placement Agency shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligations under it or to comply with the applicable laws. The Placement Agency shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the CSMCL. The Placement Agency shall take all appropriate actions with respect to its employees to ensure that the obligations of non-disclosure of confidential information under this agreement are fully satisfied. The Placement Agency obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reason.

In witness, whereof the parties present have here into set their respective hands and seals the on this .....day of (month) .....(year) .....

**Above written:**

**Signed sealed & delivered by the above named Placement Agency in the presence of.**

**Witness:**

1.....

2.....

**Signed & delivered on behalf of the Managing Director by authorized signatory in the presence of.**

**Witness:**

1.....

2.....

## **ANNEXURE – III**

### **PRE-CONTRACT INTEGRITY PACT**

#### **1. GENERAL**

**1.1.** This pre-bid contract Agreement (herein after called the Integrity Pact) is made on .....day of the month .....20..... between, the CSMCL acting through..... (Designation of the Officer, CSMCL Ltd.) (hereinafter called the "BUYER", which expression shall mean and include, unless the context otherwise requires, his/her successors in the office and assigns) and the First Party, proposes to procure (name of the Stores/Equipment/Work/Service) and M/s ..... represented by Shri ..... Chief Executive Officer (hereinafter called the "BIDDER/Seller", which expression shall mean and include, unless the context otherwise requires, his/her successors and permitted assigns) and the Second Party, is willing to offer/ has offered.

**1.2.** WHEREAS the BIDDER is a Private Company/Public Company/ Government Undertaking/ Partnership/Registered Export Agency, constituted in accordance with the relevant law in the matter and the BUYER is a Corporation of the Government, performing its function on behalf of the Government of Chhattisgarh.

#### **2. OBJECTIVES**

NOW, THEREFORE, the BUYER and the BIDDER agree to enter into this pre-contract agreement, hereinafter referred to as Integrity Pact, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the Contract to be entered into with a view to: -

**2.1.** Enabling the BUYER to obtain the desired Stores/Equipment/Work/Service at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

**2.2.** Enabling BIDDERS to abstain from bribing or indulging in any corrupt practices in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing any corrupt practices and the BUYER will commit to prevent corruption, in any form, by its official by following transparent procedures.

#### **3. COMMITMENTS OF THE BUYER**

The BUYER commits itself to the following: -

**3.1.** The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favor or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.

**3.2.** The BUYER will, during the pre-contract stage, treat BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to the other BIDDERS.

**3.3.** All the officials of the BUYER will report the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with the full and verifiable facts and the same prima fade found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed, fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

#### **4. COMMITMENTS OF BIDDERS**

The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means an illegal activity during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following: -

**4.1.** The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

**4.2.** The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage, or inducement to any official of the BUYER or otherwise in procuring the Contract of forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favor or dis-favor to any person in relation to the contract or any other contract with the Government.

**4.3.** The BIDDER further confirms and declares to the BUYER that the BIDDER in the original Manufacture/Integrator/Authorized Government sponsored export entity of the stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

**4.4.** The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payment he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

**4.5.** The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

**4.6.** The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

**4.7.** The BIDDER shall not use improperly, for purpose of competition or personal gain, or pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposal and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

**4.8.** The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

**4.9.** The BIDDER shall not instigate or cause to instigate any third person to commit any of the acts mentioned above.

## **5. PREVIOUS TRANSGRESSION**

**5.1.** The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public-Sector Enterprise in India/Chhattisgarh or any Government Department in India/Chhattisgarh that could justify BIDDER's exclusion from the tender process.

**5.2.** If the BIDDER makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

## **6. EARNEST MONEY & SECURITY DEPOSIT**

**6.1.** Every BIDDER while submitting bid, shall deposit an amount as specified in tender as Earnest Money Deposit/ Performance security deposit, with the corporation through any of the following instruments:

- (i) Earnest Money deposit through Bank Draft in favor of Managing Director CSMCL, Raipur payable at Raipur
- (ii) Security Deposit in form of Fixed Deposit Receipt (FDR) as per Clauses of tender document

**6.2** The Security Deposit shall be valid up to a period of four years or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and CSMCL, including warranty period, whichever is later.

**6.3** No interest shall be payable by the corporation to the BIDDER on Earnest Money/Security Deposit for the period of its currency.

## **7. SANCTIONS FOR VIOLATIONS**

**7.1.** Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required: -

- (i) To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.

- (ii) To forfeit fully or partially the Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/Performance Bond (after the contract is signed), as decided by the BUYER and the CSMCL shall not be required to assign any reason therefore.
- (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- (iv) To recover all sums already paid by the CSMCL, and in case of the Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- (v) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the CSMCL, along with interest.
- (vi) To cancel all or any other contracts with the BIDDER and the BIDDER shall be liable to pay compensation for any loss or damage to the CSMCL resulting from such cancellation/rescission and the CSMCL shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- (vii) To debar the BIDDER from participating in future bidding processes of the Government of Chhattisgarh for a minimum period of five years, which may be further extended at the discretion of the CSMCL.
- (viii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middlemen or agent or broken with a view to securing the contract.
- (ix) In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the CSMCL with the BIDDER, the same shall not be opened.
- (x) If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is closely related to any of the officers of the CSMCL, or alternatively, if any close relative of an officer of the CSMCL has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filling of tender. Any failure to disclose the interest involved shall entitle the BUYER to rescind the contract without payment of any compensation to the BIDDER.

The term 'close relative' for this purpose would mean spouse whether residing with the Government servant or not, but not include a spouse separated from the Government servant by a decree or order of a competent court; son or daughter or step son or step daughter and wholly dependent upon Government servant, but does not include a child or step child who is no longer in any way dependent upon the Government servant or of whose custody the Government servant has been deprived of by or under any law; any other person related, whether by blood or marriage, to the Government servant or to the Government servant's wife or husband and wholly dependent upon Government servant.

(xi)The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER, and if he does so, the BUYER shall be entitled forthwith to rescind the contract and all other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the CSMCL resulting from such rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.

**7.2.** The decision of the CSMCL to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Monitor(s) appointed for the purposes of this Pact.

## **8. INDEPENDENT MONITORS**

**8.1.** The CSMCL will appoint Independent Monitors (hereinafter referred to as Monitors) for this Pact.

**8.2.** The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

**8.3.** The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.

**8.4.** Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

**8.5.** As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the CSMCL.

**8.6.** The Monitor will submit a written report to the designated Authority of CSMCL/Manager in the Corporation/within 8 to 10 weeks from the date of reference or intimation to him by the CSMCL/BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

**9. FACILITATION OF INVESTIGATION**

In case of any allegation of violation of any provisions of this Pact or payment of commission, the CSMCL or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information of the relevant documents and shall extend all possible help for the purpose of such examination.

**10. LAW AND PLACE OF JURISDICTION**

This Pact is subject to Indian Law, the place of performance and jurisdiction shall be the seat of the CSMCL.

**11. OTHER LEGAL ACTIONS**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the any other law in force relating to any civil or criminal proceedings.

**12. VALIDITY**

**12.1.** The validity of this Integrity Pact shall be from the date of its signing and extend up to 4 years or the complete execution of the contract to the satisfaction of both the CSMCL and the BIDDER/Seller whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

**12.2.** If one or several provisions of this Pact turn out to be invalid; the remainder of this Pact shall remain valid. In such case, the parties will strive to come to an agreement to their original intentions.

The parties hereby sign this Integrity Pact at.....  
on.....

**BUYER SIGNATURE**  
**Name of the Officer**

**BIDDER SIGNATURE**  
**CHIEF EXECUTIVE OFFICER**

**Designation**

**Department/ PSU**

**Witnesses**

**Witnesses**

1)..... 1).....

2).....

2).....

.....

.....

**ANNEXURE -IV**  
**TENDER FOR EMPANELMENT OF PLACEMENT AGENCY FOR**  
**SUPPLY OF MANPOWER TO CHHATTISGARH STATE MARKETING**  
**CORPORATION LTD.**

**PRICE SCHEDULE**

**Tender No: - CSMCL/Tender/2026-27/1**

<b>S.No.</b>	<b>AMOUNT PAYABLE BY CORPORATION</b>	
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>
1	Wages of manpower supplied by agency	As per Clause No. 12 of Section No. V
2	EPF/ESIC Contribution by Employer	As per the Code on Social Security, 2020 and Rules framed under this Act along with their time to time amendments.
3.	The management Charges of the agency (On the wages to be paid by the agency as per Clause No. 12 of Section No. V)	7% (Fixed)

**NOTE:** GST will be paid as per prevailing government orders.

**Signature of the Bidder with Seal**

**ANNEXURE -V****ZONE-WISE/ DISTRICT-WISE REQUIREMENT OF MANPOWER**

<b>Rank No.</b>	<b>S. N.</b>	<b>District Name</b>	<b>AG-III</b>	<b>Supervisor</b>	<b>Salesman</b>	<b>MPW</b>	<b>District wise Total</b>	<b>Total</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>1</b>	1	CSMCL Head Office	30	0	0	16	<b>46</b>	600
		Raipur	0	86	378	90	<b>554</b>	
<b>2</b>	2	Durg	0	66	246	65	<b>377</b>	494
	3	Bemetara	0	18	81	18	<b>117</b>	
<b>3</b>	4	Bijapur	0	6	16	6	<b>28</b>	457
	5	Dantewada	0	6	20	6	<b>32</b>	
	6	Dhamtari	0	28	91	28	<b>147</b>	
	7	Gariyaband	0	16	43	16	<b>75</b>	
	8	Jagdalpur	0	6	27	6	<b>39</b>	
	9	Kanker	0	15	40	15	<b>70</b>	
	10	Kondagaon	0	6	19	6	<b>31</b>	
	11	Narayanpur	0	3	8	3	<b>14</b>	
12	Sukma	0	5	11	5	<b>21</b>		
<b>4</b>	13	Balodabazar	0	29	103	29	<b>161</b>	454
	14	Janjgir - Champa	0	50	112	49	<b>211</b>	
	15	Sakti	0	20	42	20	<b>82</b>	
<b>5</b>	16	Bilaspur	0	71	202	69	<b>342</b>	450
	17	Mungeli	0	16	59	16	<b>91</b>	
	18	Gourela Pendra Marwahi	0	4	9	4	<b>17</b>	

<b>6</b>	19	Mahasamund	0	41	116	40	<b>197</b>	451
	20	Raigarh	0	37	85	37	<b>159</b>	
	21	Sarangarh- Bilaigarh	0	23	49	23	<b>95</b>	
<b>7</b>	22	Kabirdham	0	24	67	24	<b>115</b>	435
	23	Khairagarh- Chhuikhadan- Gandai	0	10	36	10	<b>56</b>	
	24	Balod	0	21	83	21	<b>125</b>	
	25	Mohla- Manpur- Ambagarh chowki	0	5	13	5	<b>23</b>	
	26	Rajnandgaon	0	18	80	18	<b>116</b>	
<b>8</b>	27	Balrampur- Ramanujganj	0	6	10	6	<b>22</b>	412
	28	Jashpur	0	12	22	12	<b>46</b>	
	29	Korba	0	38	92	38	<b>168</b>	
	30	Koriya	0	6	10	6	<b>22</b>	
	31	Manendragarh - Chirmiri - Bharatpur	0	19	21	19	<b>59</b>	
	32	Sarguja	0	10	30	10	<b>50</b>	
	33	Surajpur	0	11	23	11	<b>45</b>	
<b>Total</b>			<b>30</b>	<b>732</b>	<b>2244</b>	<b>747</b>	<b>3753</b>	<b>3753</b>

**ANNEXURE – VI**

**(Letterhead of the Organization)**

**EXPERIENCE CERTIFICATE FORMAT**

**(As per Section II, clause 3.6)**

It is certified that M/s \_\_\_\_\_ (Name of the firm) has successfully executed Work Order No. \_\_\_\_\_ for the supply of \_\_\_\_\_ nos. of labour/manpower/employees/tradesmen for the period of \_\_\_\_\_. The firm has executed the Work Order satisfactorily. Years of Service with details.

<b>Sno.</b>	<b>Name of firm</b>	<b>Period of Service (From – To)</b>	<b>Duration (Years)</b>	<b>Remarks</b>
01.				
02.				
03.				

**Authorized Signatory:** \_\_\_\_\_ **Seal & Sign:** \_\_\_\_\_

## **ANNEXURE – VII**

### **CHECK-LIST**

Bidders are requested to duly fill in this Check List. This checklist contains certain important parameters only to facilitate the bidder to make sure that the necessary data/information is provided. This, however, does not relieve the bidder of his/her responsibility to make sure that his/her offer is otherwise complete in all respect. Bidders are requested to tick mark the relevant option.

<b>I.</b>	Whether the requisite scanned copy of Earnest Money Deposit (EMD) from the Bidder has been submitted.	YES/NO
<b>II.</b>	Whether the following details have been furnished:	
	<b>1.</b> Turnover certificate from CA of last three financial years.	YES/NO
	<b>2.</b> Certified copies of Balance Sheet etc. of last three Financial years.	YES/NO
<b>III.</b>	<b>Documents related to Eligibility criteria-</b>	
	<b>1.</b> Self-attested copy of Partnership Agreement / Memorandum of Association and Article of Association along with Certificate of Incorporation etc. whichever is applicable.	YES/NO
	<b>2.</b> Experience Certificate as per Section II clause 3.6	YES/NO
	<b>3.</b> Certificate of “No near relative”	YES/NO
	<b>4.</b> Copy of EPF Registration certificate	YES/NO
	<b>5.</b> Copy of ESIC Registration certificate	YES/NO
	<b>6.</b> Copy of GST Registration Certificate along with copy of latest filed GST return	YES/NO
	<b>7.</b> Copy of Valid Labour License Certificate	YES/NO
	<b>8.</b> Affidavit of “Blacklisting and Non- Blacklisting” by Government /Semi Government or any other statutory body.	YES/NO

**Signature of the Bidder with Seal**

## ANNEXURE - VIII

### MARKS CALCULATION CHART

#### MARKS CALCULATION CHART AS PER MARKING CRITERIA LAID DOWN IN CLAUSE NO. 11 OF SECTION II

S.No	Criteria	Marks Detail
1	Bidder should have average annual turnover of Placement/ Manpower supply work/ Labour contract of at least Rs.300.00 Crores in the past three completed consecutive financial years i.e. FY 2022-23, FY 2023-24, and FY 2024-25. <b>(Minimum 5 marks for Rs. 300.00 Crores turnover and additional 5 marks for each additional turnover of Rs. 300 Crores.)</b>	Average annual turnover of FYs 2022-23, 2023-24 and 2024-25 1. Rs. 300 Crores - 5 Marks 2. Rs. 600 Crores - 10 Marks 3. Rs. 900 Crores - 15 Marks 4. Rs. 1200 Crores - 20 Marks 5. Rs. 1500 Crores and above - 25 Marks
2	Valid Labour License of minimum 1000 Labourers/ Employees/ Workmen <b>(Minimum 5 Marks for 1000 labours and additional 5 marks for each additional 200 labours)</b>	1. 1000 Labourers - 5 Marks 2. 1200 Labourers - 10 Marks 3. 1400 Labourers - 15 Marks 4. 1600 Labourers - 20 Marks 5. 1800 Labourers and above - 25 Marks
3	The bidder must possess a minimum experience of three (03) years in providing manpower services to Government Departments, Government Institutions, Government Organizations, PSUs, Co-operative Societies, and/or Private Sector Companies. Only the total number of completed years of experience shall be considered for evaluation. Experience gained from multiple clients or firms during the same period shall not be counted separately. <b>(Minimum 5 marks for 3 years of experience and additional 5 marks for each additional 1 year of experience.)</b>	Average of supply of manpower of FYs 2022-23, 2023-24 and 2024-25 1. 3 years of Experience - 5 Marks 2. 4 years of Experience - 10 Marks 3. 5 years of Experience - 15 Marks 4. 6 years of Experience - 20 Marks 5. 7 years of Experience and above - 25 Marks

**ANNEXURE- IX**

**PROFORMA FOR AFFIDAVIT TO BE SUBMITTED BY THE BIDDER**

**(For genuineness of the information submitted with Bid Document and authenticity of the documents Submitted before Tender Committee for verification in support of his/her eligibility)**

**(On Non-Judicial Stamp Paper of requisite value as per Stamp Act value.)**

**AFFIDAVIT**

I/We, -----, authorized representative of M/s-----  
-----  
----- do here by solemnly affirm  
and state on oath as under and declare that:

1. I/We am/are submitting tender for supply/works/services of -----  
against Bid No -----dated -----.
2. All information submitted by me/us in respect of fulfilment of eligibility criteria and qualification information of this Tender is complete, correct, and true.
3. I/We and our facilities is/are not banned/suspended/Black Listed by CSMCL/Any Department of Govt. of Chhattisgarh/Local Authorities/Any other Government Bodies or Any Department of Govt. of India.
4. All Copy of documents, wherever applicable, submitted by me / us in support of the information furnished by me/us towards eligibility are valid and authentic.
5. I/We am/are a Micro/ Small Enterprise covered under the provision of Micro Small and Medium Enterprises Act' 2006 and registered with the authority of the State Government.

Or

I/We am/are not a Micro/ Small Enterprise covered under the provision of Micro Small and Medium Enterprises Act 2006 and registered with the authority of the State Government.

6. Any related party of us as defined in Section 2(77) of Companies Act, 2013 and clause 9 of Section II of the tender document has not participated in this tender in the name of any other Company, LLP, Partnership Firm, Proprietorship Firm or through HUF.

7. I/We will be governed by “CSMCL CODE” and will accept all terms and conditions prescribed in the code in addition to the clauses of the tender document and agreement clauses.

8. If any information submitted by me/us with Tender Document and copy of documents provided in support of the information by me/us towards eligibility is found to be false/ incorrect at any time, CSMCL may cancel my Tender and penal action as deemed fit may be taken against me / us, including termination of the contract, forfeiture of Earnest Money/ Security Deposit and banning/ Blacklisting of our Organization/ Firm and all partners of firm or Director of Company.

### **VERIFICATION**

I, (Full Name \_\_\_\_\_) on solemn affirmation and oath that all the facts stated in paragraphs 1 to 8 are correct to the best of my knowledge and belief and nothing is false or concealed. The contents being true I swear this affidavit.

**Solemnly affirmed at \_\_\_\_\_ on \_\_\_ day of \_\_\_\_\_ 2026.**

**Signature of the Tenderer**

**Signature and Seal of Notary**