

**Clarifications of Queries regarding invited tender for Hiring of HR Agency/Service Provider for supply of quality manpower.**

<b>Points</b>	<b>Clarifications</b>
(i) Regarding document fee and EMD	MSMEs participating in the tender and willing to get exempted from furnishing the tender document fee and EMD, must submit the certificate of registration indicating the details of the particular tendered item with their bid. MSMEs not registered for item for which the tender is relevant, would not be eligible for exemption.
(ii) General Instruction point no.6	Tenderer must submit the bid document along with check list of documents duly signed & stamped under company letter head.
(iii) Point (a) of prequalification criteria	No relaxation with financial statement requirement to 3 financial years i.e. 2017-18, 2018-19 and 2019-20 shall be allowed.
(iv) Format for technical Bid, Point no.4 Page-8	No relaxation shall be allowed regarding registration certificate under "The contract Regulation and Abolition Act 1970"
(v) Technical Evaluation format points no. 2 & 3	Condition mentioned in these points are clear and require no clarification.
(vi) Award Criteria	The Award Criteria will be QCBS.
(vii) Service Tax Registration	Service Tax registration means GST registration.
(viii) Required Manpower	Estimated member of Data Entry Operator is 51 which may increase or decrease according to requirement. Other manpower i.e. Programmer, IT Boy/Girl will be subject to requirement in future.
(ix) Authority of Attestation	Attestation of documents by a gazetted officer will be required.
(x) Contractual amount	Contractual Amount per month in Election department stands for the amount liable to be paid to the persons (HRs) deployed through this tender.
(xi) Whether the bidder needs to submit the CVs of all the resources mentioned at this RFP stage?	No.

  
 Joint Secretary