

## ANNEXURE -II

### **FINANCIAL MATTERS :**

1. The proof of the annual turn-over for the previous years in the form of audited balance sheet or statement of accounts shall be provided, failing which the tender shall be rejected outright.
2. **Bids offering rates which are lower than the Minimum Wages as per Govt. of INDIA minimum wages act for the pertinent category would be rejected.**
3. The proof of remittance of statutory deductions of PF, ESI to the appropriate agency, for those employed at CPRI, must be provided by the selected agency to CPRI every month along with the claim bill, failing which the claim bill shall not be settled. These remittance /payments must be made in a separate challan specifically for the contract personnel deployed at CPRI in the name of CPRI.
4. The rates agreed upon except the Minimum wages and service tax as notified from time to time by the Central Government shall remain unchanged until the expiry of contract period or till they are amended by the institute.
5. The successful bidder will have to deposit a Performance Security Deposit (15% of the contract value for 1 year), subject to the revision at the time of placing the work order, within 15 days of the receipt of the formal order. The performance security will be furnished in the form of an account payee Demand Draft or Bank Guarantee from a nationalized/scheduled bank drawn in favour of The Accounts Officer, CPRI, Bangalore - 560 080, payable at Bangalore, The performance security should remain valid for a period of 60 days beyond the date of completion of all the contractual obligations of the service provider.
6. In case of breach of any terms and conditions attached to this contract, the Performance Security Deposit of the agency will be liable to be forfeited besides annulment of the contract.
7. The agency shall raise the monthly bill, in duplicate, and submit to Joint Director, EMD., along with necessary documents such as Original Invoice, Attendance Register, Delivery Challan, PF & ESI subscription paid challans etc., by 25<sup>th</sup> of the following month. As far as possible the payment will be released within two weeks from the date of submission of bills.
8. **The Tenderer shall give the offer after understanding the above terms and conditions.**

Signature of the Contractor / Agency with seal.

Date:

Place:

Contact No.:

E-Mail: