

UNIQUE IDENTIFICATION AUTHORITY OF INDIA
Ministry of Electronics and Information Technology,
New Delhi - 110001

SUB: Corrigendum I under "Request for Proposal for providing "Manpower Services" in UIDAI

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File No. A-12013/09/RFP/2020-UIDAI/HR

Tender ID : 2020_DIT_564913_1

Based on the pre-bid meeting with prospective bidders held on 18-06-2020 and queries received in writing, following clauses of the RFP have been amended/clarified:

S. No	RFP reference	Existing clause	Modified clause				
1.	RFP Clause 2.11.1 Sl. No. 6, Geographical Presence	The bidder should have experience of providing service of minimum 30 persons with a minimum duration of one year at minimum 6 out of 9 locations mentioned below during past 5 years ending on 31.03.2020: Delhi, Mumbai, Lucknow, Ranchi, Guwahati, Bengaluru, Hyderabad and Chandigarh and Manesar	The bidder should have experience of providing service of minimum 30 persons with a minimum duration of one year at minimum 5 out of 9 locations mentioned below during past 5 years ending on 31.03.2020: Delhi, Mumbai, Lucknow, Ranchi, Guwahati, Bengaluru, Hyderabad and Chandigarh and Manesar				
2.	RFP Clause 3.3 (iii)	The Drivers would be paid an overtime allowance at the rate of Rs.81/- per hour for every extra hour duty performed beyond 9 hours a day. The maximum overtime allowance can be paid for a maximum of 100 hours in a month.	The Drivers would be paid an overtime allowance at the rate of Rs.202/- per hour for every extra hour duty performed beyond 9 hours a day or for more than forty-eight hours in any week. Total working hours including overtime should not exceed 60 in a week and total overtime hours in a quarter should not exceed 50.				
3.	RFP Clause 3.3.2(c)	<div><div>The contracting agency shall provide the medical insurance and the workmen compensation insurance to all its manpower deployed at the UIDAI who are not covered under the ESI Scheme within five working days of the deployment of the individual manpower at UIDAI. The cost of premium of such insurance(s) shall be borne entirely by the contracting agency and shall be subsumed in the service charges quoted by the contracting agency. The minimum coverage to be provided under the medical insurance and the workmen compensation insurance shall be as under:</div><table><tr><td>Medical Insurance</td><td><div><div>i. Coverage- Resource and three family members</div><div>ii. Coverage limit –Rs. 2 lakh</div><div>iii. Corporate buffer for</div></div></td></tr></table></div>	Medical Insurance	<div><div>i. Coverage- Resource and three family members</div><div>ii. Coverage limit –Rs. 2 lakh</div><div>iii. Corporate buffer for</div></div>	<div><div>The contracting agency shall provide the medical insurance and the workmen compensation insurance to all its manpower deployed at the UIDAI who are not covered under the ESI Scheme within fifteen days of the deployment of the individual manpower at UIDAI. The cost of premium of such insurance(s) shall be borne by UIDAI and expenses against such insurances shall be reimbursed on monthly basis on submission of proof of insurances/invoices. The minimum coverage to be provided under the medical insurance and the workmen compensation insurance shall be as under:</div><table><tr><td>Medical Insurance</td><td><div><div>i. Coverage- Resource and three family members, i.e. spouse and two children</div><div>ii. Coverage limit –Rs.</div></div></td></tr></table></div>	Medical Insurance	<div><div>i. Coverage- Resource and three family members, i.e. spouse and two children</div><div>ii. Coverage limit –Rs.</div></div>
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S. No	RFP reference	Existing clause		Modified clause	
			<p>UIDAI staff (to be utilised in consultation with UIDAI) - Rs. 6 lakh</p> <p>iv. Maternity cover</p> <p>v. Coverage of at least 30 days pre hospitalization and 60 days post hospitalization</p> <p>vi. Facility for addition of family members (within the limit of 3 members) without any cost.</p>		<p>2 lakh</p> <p>iii. Corporate buffer for UIDAI staff (to be utilised in consultation with UIDAI) - Rs. 6 lakh</p> <p>iv. Maternity cover</p> <p>v. Coverage of at least 30 days pre hospitalization and 60 days post hospitalization</p> <p>vi. Facility for addition of family members (within the limit of 3 members) without any cost.</p>
		Workman Compensation Insurance	Should provide coverage in line with coverage required to be provided under the Employee Compensation Act, 1923 as prescribed by the Government of India from time to time.	Workman Compensation Insurance	Should provide coverage in line with coverage required to be provided under the Employee Compensation Act, 1923 as prescribed by the Government of India from time to time.
		<p>The coverage of medical insurance and workman compensation insurance indicated above is indicative and may vary in line with the insurance plan provided by the insurance companies. For selection of medical insurance & workman compensation insurance providing agency/agencies, the selected bidder shall provide the quotation of at least five insurances providers whose claim settlement ratio is higher than 75%. Purchaser shall have right to demand quotation from more than five insurances providers. Considering the quotations, UIDAI will select insurance providing agency/agencies.</p> <p>The contracting agency shall obtain an undertaking from its employee that he or she is not covered under medical facilities of his/her spouse or parents. The contracting agency shall give an undertaking that the agency or any of its directors or any of its office bearers has not received any commission from the insurance service provider or agent thereof.</p>			

S. No	RFP reference	Existing clause	Modified clause
4.	RFP Clause 3.5(f)	Where the reserve panel is available, the contracting agency shall replace within five working days if any of its personnel are unacceptable to the Authority because of security risk, incompetence, conflict of interest and breach of confidentiality or frequent absence from duty/misconduct on the part of the manpower supplied by the agency, upon receiving a written notice from Authority.	Where the reserve panel is available, the contracting agency shall replace within five working days if any of its personnel are unacceptable to the Authority because of security risk, conflict of interest and breach of confidentiality or frequent absence from duty/misconduct on the part of the manpower supplied by the agency, upon receiving a written notice from Authority. UIDAI will serve a notice of one month or pay the salary against the notice period in case an employee of the contracting agency is removed for the reasons other than those mentioned herein.
5.	RFP clause 3.5(o)	The contracting agency shall provide Photo Identity Cards to all the outsourced employees and two set of uniforms to all Support Staff and Drivers within 15 days of their deployment. The cost towards providing the identity card and the uniform shall entirely be borne by the contracting agency. The Support Staff and Drivers are required to always wear the uniform while on duty.	The contracting agency shall provide Photo Identity Cards to all the outsourced employees and two sets of uniform to all Support Staff and Drivers within 30 days of their deployment. Uniform shall be provided every year and shall include cotton shirt and trousers for male employees and salwar suit or saree blouse for female support staff and safari suits for drivers. The cost towards providing the identity card and the uniform shall entirely be borne by the contracting agency. The Support Staff and Drivers are required to always wear the uniform while on duty.
6.	RFP Clause 3.7(a) Sl. No. (vi) of table	Clause 3.5 (o) Within 15 days of deployment.	Clause 3.5 (o) Within 30 days of deployment.
7.	RFP Clause 3.7(a) Sl. No. (viii) of table	Clause 3.3.2 (c) Within five working days of deployment.	Clause 3.3.2 (c) Within fifteen days of deployment.
8.	RFP Clause 4.6(e)	Proof of challan/receipt issued by Regional Provident Fund Commissioner etc. for the payment made towards applicable provident fund, ESIC and proof of payment towards other statutory dues for previous months shall be submitted with the bills. Otherwise, a certificate from a Registered CS should be furnished quarterly to the effect that all statutory requirements are complied with in respect of staff outsourced by the Agency to UIDAI. In case of any default, UIDAI will deduct the dues and release the balance amount to the Agency.	Proof of challan/receipt issued by Regional Provident Fund Commissioner etc. for the payment made towards applicable provident fund, ESIC, invoice/proof of medical insurance and the workmen compensation coverage of resources and proof of payment towards other statutory dues for previous months shall be submitted with the bills. Otherwise, a certificate from a Registered CS should be furnished quarterly to the effect that all statutory requirements are complied with in respect of staff outsourced by the Agency to UIDAI. In case of any default, UIDAI will deduct the dues and release the balance amount to the Agency.

S. No	RFP reference	Existing clause	Modified clause
9.	RFP Clause 5.1.2 Form 7: Geographical Presence	Note: (i) Complete details in respect of work of providing service of minimum 30persons with a minimum duration of one year at at least 6 (six) out of 9 (Nine) locations as given above during past 5 years may be provided.	Note: (i) Complete details in respect of work of providing service of minimum 30persons with a minimum duration of one year at at least 5 (five) out of 9 (Nine) locations as given above during past 5 years may be provided.
10.	RFP Clause 5.2.1 FORM COM-2: Commercial Proposal Clause (ii) & (iii)	<p>ii. The service charge quoted by the bidder shall include all the costs associated with the assignment. All costs including those required for fulfilment of scope of work of the contract including but not limited to cost towards providing medical insurance and work compensation insurance to the individual manpower not covered under ESI Scheme, cost towards providing identity card to all persons, cost towards providing uniform to the Support Staff and Drivers etc. are to be built in the service charge component. Similarly, cost towards discharging the liabilities under various labour legislations for which there is no commitment from UIDAI in the contract are to be built within the quotation for service charge.</p> <p>iii. The cost towards testing of candidates during hiring process, reimbursement of bonus and maternity benefits to the eligible employees and all other costs which UIDAI has committed to reimburse the contracting agency shall not be included in the commercial bid.</p>	<p>ii. The service charge quoted by the bidder shall include all the costs associated with the assignment. All costs including those required for fulfilment of scope of work of the contract including but not limited to cost towards providing identity card to all persons, cost towards providing uniform to the Support Staff and Drivers etc. are to be built in the service charge component. Similarly, cost towards discharging the liabilities under various labour legislations for which there is no commitment from UIDAI in the contract are to be built within the quotation for service charge.</p> <p>iii. Cost towards providing medical insurance and workman compensation insurance to the individual manpower not covered under ESI Scheme, reimbursement of bonus and maternity benefits to the eligible employees and all other costs which UIDAI has committed to reimburse the contracting agency shall not be included in the commercial bid. Similarly, testing of candidates during hiring process shall be done by the Purchaser; hence cost towards this may not be included in the service charges.</p>