

Office of the Transport Commissioner -cum- Chairman, State Transport Authority, Odisha, Cuttack.

Notice No: LXVI-12/2023 8005

Date-03/06/2025

Pre-bid Reply cum Corrigendum

Tender Notice No: LXVI-12/2023-7487, Dated:23/05/2025

With reference to the above RFP, "Request for Proposal (RFP) for selection of Service Provider for Supplying Manpower Service with Basic Computer Knowledge on Manhour Basis to the office of the Transport Commissioner and its Subordinate Offices" statement containing reply by the tendering Authority / w.r.t. the pre-bid queries received from the prospective bidders and corrigendum issued for necessary changes in the RFP. Please visit websites www.enivida.odisha.gov.in and www.odishatransport.gov.in for more details.

By the orders of the Transport Commissioner, Odisha

Sd-Addl. Commissioner Transport (Admin.) STA, Odisha, Cuttack

Corrigendum-2

Tender Notice No: LXVI-12/2023-7487, Dated:23/05/2025

Tender Name: Request for Proposal (RFP) for selection of Service Provider for Providing IT Support Services on Manhour Basis to the office of the Transport Commissioner and its Subordinate Offices.

The following clarifications / interpretations / revised clauses are w.r.t. the queries received from the prospective bidders.

SI. No	RFP Clause/ Section No	Page No. of the RFP	Present Clause	Revised clause/Corrigendum/Addendum
1.	22.13	49	Note: The bidder will provide Cost of Manpower service with basic computer knowledge as per following notification / resolution issued by the Govt. of Odisha as may be amended from time to time. The list of notifications and resolutions are enclosed in Annexure- 17 series a) Labour & ESI Department Notification no. 2278-LESI-LLI-III-0081/2017/LESI, Dated.13.03.2024 b) Labour & ESI Department Notification no. 5308-LESI-LLI-III-0081/2017/LESI, Dated.18.07.2024 c) Labour & ESI Department Notification no. 6432-LESI-LLI-III-0081/2017/LESI, Dated.30.09.2024 d) Finance Department, Government of Odisha, Notification no. 19595-FIN-COD-RULE-0001-2018, Dated.11.07.2023 e) All statutory dues will be adhered to as per Govt. guidelines/Notifications issued from time to time. f) Taxes as applicable (extra)	Note: The bidder will provide Cost of Manpower service with basic computer knowledge as per following notification / resolution issued by the Govt. of Odisha as may be amended from time to time. The list of notifications and resolutions are enclosed in Annexure- 17 series a) Labour & ESI Department Notification no. 2278-LESI-LLI-III-0081/2017/LESI, Dated.13.03.2024 b) Labour & ESI Department Notification no. 5308-LESI-LLI-III-0081/2017/LESI, Dated.18.07.2024 c) Labour & ESI Department Notification no. 6432-LESI-LLI-III-0081/2017/LESI, Dated.30.09.2024 d) Labour & ESI Department Notification no. 2602-LESI-LLI-III-0081/2017/LESI, Dated.30.04.2025 e) Finance Department, Government of Odisha, Notification no. 19595-FIN-COD-RULE-0001-2018, Dated.11.07.2023 f) All statutory dues will be adhered to as per Govt. guidelines/Notifications issued from time to time. g) Taxes as applicable (extra)
2.				The BOQ has been revised, and bidders are requested to submit their financial bid offer as per revised BOQ format (copy attached in Exhibit-A of corrigendum - 2)

Format for Price Bid

OFFICE OF THE TRANSPORT COMMISSIONER-CUM-CHAIRMAN STATE TRANSPORT AUTHORITY, ODISHA, CUTTACK			
Name of the Bidder/Bidding Firm/ Company:			
Project Name Project Name Project Name Price bid for Request for Proposal (RFP) for selection of Service Provider for Supplying Manpower Service with Basic Comp Knowledge on Manhour Basis to the Transport Commissioner and Subordinate Offices.			
Tender No:	LXVI-12/2023-7483		
Particulars	Manhour cost per hour to be quoted in terms of rules/notification/resolution issued by Govt. of Odisha. EPF/ESI/service charges to be quoted in terms of rules/notification/resolution should be as per Labour Department/Finance/GA&PG Department, Govt. of Odisha.		
Cost of Manpower service with basic computer knowledge on Manhour Basis			

Note: The bidder will provide Cost of Manpower service with basic computer knowledge as per following notification / resolution issued by the Govt. of Odisha as may be amended from time to time. The list of notifications and resolutions are enclosed in Annexure- 17 series

- a) Labour & ESI Department Notification no. 2278-LESI-LLI-III-0081/2017/LESI, Dated.13.03.2024
- b) Labour & ESI Department Notification no. 5308-LESI-LLI-III-0081/2017/LESI, Dated.18.07.2024
- c) Labour & ESI Department Notification no. 6432-LESI-LLI-III-0081/2017/LESI, Dated.30.09.2024
- d) Labour & ESI Department Notification no. 2602-LESI-LLI-III-0081/2017/LESI, Dated.30.04.2025
- e) Finance Department, Government of Odisha, Notification no. 19595-FIN-COD-RULE-0001-2018, Dated.11.07.2023
- f) All statutory dues will be adhered to as per Govt. guidelines/Notifications issued from time to time.
- g) Taxes as applicable (extra)

OFFICE OF THE LABOUR COMMISSIONER: ODISHA: BHUBANESWAR

No. 2602 /LC, Bhubaneswar, dated 30-04. 205

Whereas the minimum rate of wages for unskilled, semi skilled, skilled and highly skilled categories of employees in 91 scheduled employments were fixed/ revised by the Government in Notification No. 5308— LESI-LL1-III-0081-2017/LESI dtd.18.07.2024 of the Labour & ESI Department, Odisha published in the Extraordinary Issue No. 1367 of the Odisha Gazette dtd. 18.07.2024 read with Notification No.6471 dtd. 20.08.2024 and Notification No.6471 dtd. 20.08.2024 of the Government.

And whereas, the State Minimum Wages Advisory Board in its 53rd Meeting have advised to adopt a system of revision of the special allowance called Variable Dearness Allowances @ Rs. 2.60 paise per point rise in All India Consumer Price Index Number for Industrial Workers (base 2016-100) as may be notified by the Labour Commissioner, Odisha at half yearly interval i.e. on 1st April and 1st October, from the date of notification of the revised wages.

And whereas, the Variable Dearness Allowance for the half year commencing w.e.f. 1st April, 2024 is required to be effected on the basis of the increase in average Consumer Price Index Number for Industrial workers reaching 143.55 from 139.6 as on 31.12.2024 and thereby resulting in an increase of 3.95 points.

Now therefore, I Sri Indramani Tripathy, I.A.S., Labour Commissioner, Odisha in exercise of the powers delegated in the aforesaid Notification do hereby notify that the Variable Dearness Allowance (VDA) @ Rs. 10.00 per day (after rounding off) shall be payable to the unskilled, semi-skilled, skilled and highly skilled categories of employees in all 91 scheduled employments (list enclosed in the Schedule) w.e.f. 1st April, 2025 in addition to the minimum rate of wages notified vide the aforesaid Notification of Government in Labour & ESI Department, Odisha. Accordingly, the present rate of minimum wages including VDA per day w.e.f. 1st April, 2025 shall be as under:

Category of Employee	Minimum Wage per day w.e.f. 18.07.2024	V.D.A. per day w.e.f. 01.04.2025	Total V.D.A. per day w.e.f. 01.04.2025	Minimum Wage with VDA per day w.e.f. 01.04.2025
Unskilled	Rs.450/-	Rs.10/-	Rs.12/-	Rs.462/-
Semi skilled	Rs.500/-	Rs.10/	Rs.12/-	Rs.512/-
Skilled	Rs.550/-	Rs.10/	Rs.12/-	Rs.562/-
Highly Skilled	Rs.600/-	Rs.10/	Rs.12/-	Rs.612/-

Labour Commissioner, Odisha

1/2/1 Memo No. 2603 /dtd. 30.04-2025

Copy forwarded to all Joint Labour Commissioners / all Divisional Labour Commissioners / all District Labour Officers / all Assistant Labour Officers for information and necessary action. They are requested to circulate the same among all concerned immediately.

Labour Commissioner, Odisha

Memo No. 2604 /dtd. 30.04-2025

Copy forwarded to all Heads of Departments of Odisha /All District Collectors of Odisha for kind information.

Labour Commissioner, Odisha

Memo No. 2605 /dtd. 30.04 7025

Copy submitted to the Secretaries to Government of Odisha, all Departments for kind information.

Labour Commissioner, Odisha

Memo No. 2606 /dtd. 30.04.2025

Copy submitted to the Principal Secretary to Government, Labour & ESI Department, Odisha, Bhubaneswar for kind information.

Labour Commissioner, Odisha

Memo No. 2607 /dtd. 30.04-2025

Copy forwarded to the Private Secretary to Hon'ble Minister, Labour & ESI, Odisha for kind information.

Memo No. 2608 /dtd. 30-04-2025

Copy submitted to the Private Secretary to Hon'ble Chief Minister, Odisha for kind information.

Labour Commissioner, Odisha

Copy forwarded to the Director, Printing Stationery and Publication, Odisha, Madhupatna, Cuttack with a request to publish the above notification in the next issue of Odisha Gazette and supply 200 copies to this office.

Labour Commissioner, Odisha

SCHEDULE

	SCHEDULE
Sl.	Name of the Employment
No.	
1	2
1.	Agriculture
2.	Agarbati and Candle making Establishments
3.	Automobile servicing, repairing garages, and workshape
4.	113 di vedic dilu Ullani Pharmacy
5.	Bakeries and Confectionaries including Bisquit making
6.	Daniboo Forest Establishment
7.	Brass and Bell Metal Industry
8.	Carpet Weaving Industry
9.	Cashew processing establishments
10.	Cement pipe making and allied products industry
11.	Ceramic and Pottery Industry
13.	Chemical Industry
14.	Cinema Industry and Film Production
15.	Clay Pottery
16.	Coir Industry
17.	Collection of Sal Seeds
11.	Construction or maintenance of Dams, Embankments, Irrigation Projects
18.	
19.	Construction or maintenance of roads or in building operations
20.	Contingent and Casual Employees in Govt. and other establishments Courier and Cargo Services
20.	Cotton Ginning and Pressing Industry
21.	Dispensary of Medical Prostition
	Dispensary of Medical Practitioner in any establishment of medical consultant or in any Chemical or Pathological Laboratory, Private Nursing
	Homes, Private Medical College Hospitals, Super Specialty Hospitals, clinic,
22.	Distilleries
23.	Domestic Workers (shall be calculated as per hours of work)
24.	Electricity transmission, generation and distribution
25.	Employment in NGO & Voluntary Social Organization
26.	Employment in laying of underground Cables, Floatric 11 W.
	Three data dilder Cable Operators
27.	Finishing Dying of yarn and fabrics, painting knitting and embasides.
28.	1 isheries and Sea lood inquistry
29.	Forest produce such as Genduligum, Mahua making of coal and resin.
30.	- outling industry with or without attached machine chan
31.	Glass industries
33.	Gold and Silver Ornaments and articles of artistic design
34.	Graphite industry including beneficiation
35.	Handloom and Hosiery
36.	Hotels, Eating Houses and Restaurants
37.	Ice Factory and Cold Storage
38.	Jute Industry and Jute Twine Industry
39.	Kendu Leaf Collection
	Khadi Village Industries including manufacture of Khandasari and other products
10.	
777	Laundry including dry-washing Leather Industry
-	1: 10: 1
	Liquified Petroleum Gas manufacture and distribution Local Authority
4.	Manufacture of brush and brooms
	and prooms

45.	Manufacture of Coke and Burning Coals
46.	Manufacture of Cold drinks, Code and July
47.	Manufacture of Cold drinks, Soda and other allied products
48.	Manufacture of Electrical Bulbs and all allied electrical equipments
49.	Manufacture of matches, fireworks and explosives Manufacture of nails and pines
50.	Manufacture of paints and varnishes
51.	Manufacture of plants and varnishes
52.	Manufacture of Plastic products including toys
53.	Manufacture of Radio by assembling with parts Manufacture of ropes
54.	Manufacture of the "I i i i i
55.	Manufacture of Utensils including Aluminum and Hindaliem products
56.	Major or Minor Engineering Industry including C
	Rolling Mills, Ferro Alloys, Metal Industries (employment less than 5
57.	Motor body building
58.	Non-teaching staff of all minut Di
	Non-teaching staff of all private Educational Institutions including IT & Training Institute Coaching Centre.
59.	Oil Mill
60.	Paper and Cardboard Industry
61.	Petrol and Diesel Oil pumps
62.	Pharmaceutical Industry
63.	Powerloom Industry
64.	Printing Press DYP centre and 66
65.	Printing Press, DTP centre and off set printing press Private Road Transport
66.	Private Security Associated and Private Security Associated an
67.	Private Security Agencies and Private Security Services
68.	Public Health Engineering Public Motor Transport
69.	Readymade
05.	Readymade Garments Industries including Mechanized Trade of Readymade Garment Industry
70.	Refractory Industry
71.	Regulated morkets Marketing and and
72.	Regulated markets, Marketing Societies, Co-operative Societies and Banks.
73.	Rice Mill, Flour Mill or Dal Mill, Chuda mill and Masala Mill Rubber and Rubber Products Industry
74.	Salt Pans
75.	Saw Mills
76.	Share C
	Shops, Commercial Establishments, saloon, beauty parlour, Spa,
	massaging centre, Xerox shop, STD booth, tent house, newspaper hawkers and newspaper establishments.
77.	Siali leaf pluckers & Sal leaf pluckers
78.	Soap and Detergent Manufactory
79.	Social Forestry
80.	Spinning Mills
81.	Stone breaking or Stone 1:
	Stone breaking or Stone crushing Tamarind collection
THE REAL PROPERTY.	Tile and Brick Making
	Timber Trading (avaluation c. W.
	Timber Trading (excluding felling and sawing)
	Timber Trading (including felling and sawing) Tobacco(including Piding Including And Including Piding Pidin
	Tobacco(including Bidi making)Manufactory
_	Trunks, Suit case and Bucket manufactory
	Wood works and furniture making industries Minor Ports
	Sericulture Activities (A
1.	Sericulture Activities (As per Notification No.6471 dtd.20.08.2024 of Govt.) Swachha Karmi (As per Notification No.6477 dtd.20.08.2024 of Govt.)
	waching Karilli (As per Notification No 6477 dtd 20 08 2024 - 50

Reply to Queries

Tender Notice No: LXVI-12/2023-7487, Dated:23/05/2025

Tender Name: Request for Proposal (RFP) for selection of Service Provider for Supplying Manpower Service with Basic Computer Knowledge on Manhour Basis to the office of the Transport Commissioner and its Subordinate Offices.

The following clarifications / interpretations / revised clauses are w.r.t. the queries received from the prospective bidders.

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SL	RFP	Relevant	Relevant Content from RFP	Bidder's Query/Comment	Clarification of	
No	Page No	Section/			Authority	
		Form/Annexure				
		of RFP				
1.	07	Tender Fee	Non-refundable Rs.11,800/- {Rs.10,000/-+18% GST (Rs. 1,800/-)} in form of Demand Draft issued by any Nationalized/Scheduled Commercial Bank drawn in favour of Transport Commissioner, Odisha payable at Cuttack. The tender fee shall be submitted by all the bidders participating in this tender.	As STA is a Government body of Odisha and plays a significant role within the state, we respectfully request you to kindly consider granting an exemption from the tender fee for companies registered under MSME.	Tender conditions prevail	
2.	08	Earnest Money Deposit (EMD)	The bidder is required to submit EMD of Rs. 13,00,000/- (Rs. Thirteen Lakh) only valid for 180 days from the date of issue of tender. The EMD in the form of Demand Draft issued by any Nationalized/Scheduled Commercial Bank in India and drawn in favour of the "Transport Commissioner, Odisha" and payable at "Cuttack", must be submitted along with the Tender Fees. The e-Nivida Portal is showing an option of paying this fee in BG form. Bidder shall select this option and enter DD details instead of BG details. The bidder shall submit two DDs in original (towards tender fee and EMD) in the office of Transport Commissioner,	As STA is a Government body of Odisha and plays a significant role within the state, we respectfully request you to kindly consider granting an exemption from the Earnest Money Deposit (EMD) for companies registered under MSME.	Tender conditions prevail	

SL. No	RFP Page No	Relevant Section/ Form/Annexure of RFP	Relevant Content from RFP	Bidder's Query/Comment	Clarification of Authority
			Odisha as mentioned in the bid data sheet.		
3.	26	Experience of bidder	 The bidder must have provided at least average 30,000 man hours per month in Manpower services with basic computer knowledge to various Central/ State Government and/or PSUs during the last 3 (Three) years The bidder should have three years experience of supplying Manpower services with basic computer knowledge to Central/State Government and/or PSUs as on 31st March 2025. Copy of the EPF register with the Certificate from HR Head on the company letter head Copy of work orders /completion certificate / performance certificate from concerned authority/ ongoing projects showing years of experience. 	We are empaneled with NICSI (Tier 3) and OCAC (Tier 1) for providing manpower services. In manpower services the contracts are entered into with the individuals on a project basis and therefore the statutory deductions pertaining to EPF is not applicable. We hereby request you to remove the requirement of providing EPF certificate and rather seek from the bidders proof in the form of work orders /completion certificate / performance certificate from concerned authority/ ongoing projects to determine the experience and employee hours. We understand that the requirement of 30,000 man-hours per month for manpower services pertains to multiple assignments and the bidder can provide work orders /completion certificate / performance certificate from concerned authority/ ongoing projects showing this experience.	Tender conditions prevail
4.	27	Professional Tax & Labor License	The bidder should have professional tax registration number, Labour License in Odisha and ESI registration number. The bidder must have labour License in providing Manpower service. The bidder should have Professional Tax Registration No. in their name. Valid Labour License Certificate in Odisha 10. Authorized Representative from Bidder	We respectfully request the department to kindly consider accepting the Labour Identification Number (LIN) in place of the Labour License Certificate for compliance purposes in Odisha. The LIN is issued under the Shram Suvidha Portal by the Ministry of Labour and Employment, Government of India, and	Tender conditions prevail

SL No	RFP Page No	Relevant Section/ Form/Annexure of RFP	Relevant Content from RFP	Bidder's Query/Comment	Clarification of Authority
			The bidder	serves as a unique identification for establishments under various labour laws.	
5.	28	Company Competency	Minimum 3 years of Experience of the bidder in supplying manpower services with basic computer knowledge with for any Central/State Government or Public Sector Undertakings (PSUs) Organization in India / Odisha. • >= 3 year and <= 5 years : 2 Marks • >= 5 years and <= 7 years: 5 Marks • >= 7 years and <= 10 years: 7 Marks • More than 10 Years: 10 Marks	We respectfully request you to kindly consider the following experience-based marking criteria in the evaluation process: □ Experience ≥ 3 years: 5 Marks □ Experience ≥ 5 years: 10 Marks	Tender conditions prevail
6.	29	Supplying Manpower Service with Basic Computer Knowledge on Manhour basis	 Supplying Manpower service with basic computer knowledge on Manhour Basis for more than 30,000 man hours: 10 marks Supplying Manpower service with basic computer knowledge on Manhour Basis for more than 50,000 man hours: 15 marks Supplying Manpower service with basic computer knowledge on Manhour Basis for more than 60,000 man hours: 20 marks 	We respectfully request you to kindly consider the following marking criteria in the evaluation process: 30,000 man hours: 10 marks 50,000 man hours & above: 20 marks	Tender conditions prevail
7.	30	Average Annual Turnover	Average Annual Turnover of the Bidder generated from providing manpower support services with basis computer knowledge during the last three Financial Years-FY/2021-22, 2022-23, 2023-24 • >= 5 Cr- 5 Marks • >=10 Cr -10 Marks • >=15 Cr-15 Marks • >= 20 Cr-20 marks	We respectfully request you to kindly consider the following turnover-based marking criteria in the evaluation process: Turnover ≥ ₹5 Cr and ≤ ₹10 Cr – 10 Marks Turnover ≥ ₹10 Cr and ≤ ₹15 Cr – 20 Marks Turnover ≥ ₹15 Cr – 30 Marks	Tender conditions prevail

SL No	RFP Page No	Relevant Section/ Form/Annexure of RFP	Relevant Content from RFP	Bidder's Query/Comment	Clarification of Authority
			• >= 25 Cr:25 marks • >= 30 Cr:30 marks		
8.	33	16	Payment Term	Weather the attendance will be given on manhour basis by all the offices? How many holidays/leave will be allowed in a month to each resource? If required resources will be work on Sunday/holiday? Will there be any additional remuneration for working in holidays?	As per rule / notification / resolution issued by Govt. of Odisha from time to time.
9.	49	Annexure 13	Format for Price bid	Weather the price bid will be including PF/ESIC of the employees & employer both or only employee share will be included? Weather the quoted price will be including 18% GST? Please Clarify	Please refer to corrigendum-2.
10.	18	5.8	EMD	Is there any relaxation for MSME UNIT for EMD/PBG?	Tender conditions prevail
11.	22	8.1	Penal Clauses	Definition is required for non-performance of any kind?	Tender conditions prevail
12.	25	Part 2 Financial proposal	Pre bid template	The successful bidders needs to provide bid documents with proper binding and index. As this is online tender please clarify us about binding and index process.	Tender conditions prevail
13.	1. Bid Datasheet Page No. 9 (Earnest Money Deposit)		The bidder is required to submit EMD of Rs. 13,00,000/- (Rs. Thirteen Lakh) only valid for 180 days from the date of issue of tender. The EMD in the form of Demand Draft issued by any Nationalized/Scheduled Commercial Bank in India and drawn in favour of the	Kindly Clarify the amount of EMD as the amount of EMD seems to be on very higher side i.e. around 10% of the contract value.	Tender conditions prevail

SL No	RFP Page No	Relevant Section/ Form/Annexure of RFP		Bidder's Query/Comment	Clarification of Authority
			"Transport Commissioner, Odisha" and payable at "Cuttack", must be submitted along with the Tender Fees. The e-Nivida Portal is showing an option of paying this fee in BG form. Bidder shall select this option and enter DD details instead of BG details. The bidder shall submit two DDs in original (towards tender fee and EMD) in the office of Transport Commissioner, Odisha as mentioned in the bid data sheet.		
14.	18	5.8 Instructions to Bidders	Earnest Money Deposit (EMD)	Is EMD exempted for MSME registered Firm?	Tender conditions prevail
15.	26	9.1 Pre- Qualification Criteria	Certification	Is Only ISO 9001:2015 Certification is enough for Qualifying?	Tender conditions prevail
16.	63	Annexure-17 Notification Labour & ESI Department, Odisha	Wages	At which wage the bidder will provide cost of Manpower service with basis computer knowledge as per Notification No-6432-LESI-LLI-III-0081/2017/LESI, dated.30.09.2024 Or with the Revised Notification no 2602-LESI-LLI-III-0081-2017/LESI dtd.30/04/2025?	Please refer corrigendum-2.
17.				What does it mean by working hours. As we have 200 Data entry operators in our payroll working for 8 hours a day so it will be 200*8 =1,600 hours a day. Pls clarify	Working hour will be decided as per rule / notification / resolution issued by Govt. of Odisha from time to time.

SL No	RFP Page No	Relevant Section/ Form/Annexure of RFP	Relevant Content from RFP	Bidder's Query/Comment	Clarification of Authority
18.				Govt of India and Govt. Of Odisha is promoting MSME but agencies registered under MSME are not getting benefits like exemption in EMD. Can we get it? Pls clarify.	Tender conditions prevail
19.				What will be the total volume of work and duration pls clarify.	Tender conditions prevail
20.				The labour wages have been revised on 30.04.2025. Will it be applicable? Pls clarify	Please refer corrigendum-2.