



नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड
(भारत सरकार का उद्यम)



NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED

भारत सरकार का उद्यम A Govt. of India Enterprise

मिनीरत्न : श्रेणी-I Miniratna : Category-I

एनटीपीसी लिमिटेड की पूर्ण स्वामित्व वाली सहायक कंपनी A wholly owned subsidiary of NTPC

Website: www.neepco.co.in, E-mail: contract@neepco.co.in

OFFICE OF THE EXECUTIVE DIRECTOR (CONTRACTS & PROCUREMENT)

Brookland Compound :: Lower New Colony, Shillong-793 003

Corporate Identity Number (CIN): U40101ML1976GOI001658

ISO:9001, 14001 &
45001

No. NEEPCO/QP/ED/C&P/F/C/Security/618/Vol-I/2024-25/ 2281

Dated 11-02-2025

To

M/S 6601 Ashutosh Tripathi SA
66, NH-37, Near Sports Complex
Stadium, Sarusajai, Guwahati
Assam-781034
Email: ats.agency.org@gmail.com

Sub:- Detailed Work Order for "Engagement of additional Security personnel (Unarmed-15 nos and Supervisor – 4 nos) at Assam Gas Based Power Station, Dibrugarh, Assam through DGR approved Security Agencies"

- Ref: 1. NIB No.458 Dated 07-11-2024.
2. DGR Sponsorship Letter No. No 2112/SA/NEEPCC Dibrugarh/2024/ASSAM/5601/9723/9057/9875/9866/Emp 08 Aug 2024 including its extension.
3. Email dated 27-12-24 of DRZ (East), Kolkata

Dear Sir(s),

With reference to the above, the North Eastern Electric Power Corporation Limited (NEEPCO) (hereinafter referred to as the "**Corporation**") is pleased to place this Detailed Work Order for the above-mentioned service with **M/S 6601 Ashutosh Tripathi SA**, at DGR rates as per the Bill of Quantities (BOQ) enclosed at **Annexure-A**, Scope, Terms & Conditions stipulated in the Detailed Bid Document of NIB No.458 dated 07-11-2024.

Few of the salient Terms and Conditions are mentioned below for reference.

1. Scope of Work:

The overall scope of work covered under this Contract shall be as per clause 2 of Section-II, ITB of bid document.

Details of the manpower to be engaged are given hereunder:

SL. No.	Name of Plant/Establishment	No. Security Personnel to be deployed	
		JCO(Supervisor)	NCO(Un-Armed)
1.	Assam Gas Based Power Station (291 MW), Bokuloni, Assam.	04	15

2. Contract Price:

The Contract Price is **Rs.2,23,69,927.00 (Rupees Two Crore twenty three lakh sixty-nine thousand nine hundred & twenty seven) only inclusive of 18% GST** as per DGR Minimum Wage Notification w.e.f 1st October,2024 as indicated in the BOQ enclosed at **Annexure-A**.



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3. Commencement of Service:

The date of commencement of the service shall be with effect from 01-01-2025.

4. Completion Time:

The time of completion/ period of engagement shall be 24(Twenty- four) months to be reckoned from the date of engagement of security personnel i.e. with effect from 01-01-2025

5. Taxes, Duties, Levies etc.:

The rates as indicated against various items of works in the Bill of Quantities are inclusive of all applicable Taxes that may be leviable by Government or any other agency.

Any variation (increase/decrease) in the above-mentioned taxes, duties, etc. including introduction of new taxes, duties, etc. that may arise during the currency of the Contract shall be adjusted in the Contract Price on production of documentary evidence.

6. Terms of Payment:

The payment to the Contractor for the performance of the works under the Contract shall be governed by the provisions of Clause 17, Section-V, Special Conditions of Contract and other relevant provisions in the Bid Document.

Wages and allowances as admissible under the relevant laws have to be paid to the engaged personnel by the 7th day of each month. The contractor must ensure that the wages to the security person are paid in due time failing which the contract will automatically stand cancelled.

7. Price Adjustment/ Variation:

Price adjustment in respect of the work shall be governed by the provisions of Clause 18, Section-V, Special Conditions of Contract and other relevant provisions in the Bid Document.

The Contractor shall pay wages to the personnel employed by him at the rate, which shall not be less than the minimum wages of Government's notifications under relevant Acts and Rules from time to time. The above minimum wages (i.e. basic + VDA) shall be as per DGR Minimum Wage Notification during the period of consideration.

8. Paying Authority:

Payment shall be released by the Head of Finance, F&A, AGBPS, NEEPCO Ltd., who shall release the payment based on certification by the Officer-in-Charge for Security of AGBPS, Bokuloni, Dibrugarh.



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9. Contract Performance Guarantee

Performance Security shall be 10% of the First Month's wage bill of the Security agency which shall be deducted in the first month.

The Contract Performance Guarantee shall be released to the Contractor without interest, after he duly performs and completes the contract in all respects but not later than 60 (sixty) days of completion of all such obligations under the contract. No interest shall be payable to the Contractor by the Corporation against the Contract Performance Guarantee.

10. Signing of Agreement:

- i) The Contract Agreement shall be signed by the Corporation and the Contractor following the issue of Detailed Work Order along with acceptance thereof. The Contractor shall submit 3(three) Nos. of Non-Judicial Stamp Papers of Rs.100.00 (Rupees one hundred only) each to be purchased by the Contractor in the State of Meghalaya for signing the Contract Agreement.
- ii) Until a formal Contract Agreement is executed, DWO read in conjunction with Bid Document of NIB No.458 Dated 07-11-2024 shall constitute a binding Contract between the Contractor and the Corporation.

You are requested to kindly acknowledge the receipt of this Detailed Work Order and convey your unconditional acceptance of the same within 5(five) days from the date of issue of this DWO to enable signing of the Contract Agreement as early as possible.

Enclo: Annexure-A

Thanking you,

Yours sincerely,

Chief General Manager(C)
O/o ED(C&P)

Name of the Bidder/ Bidding Firm / Company : M/s Ashutosh Tripathi Security Agency						Annexure-A
PRICE SCHEDULE						
Sl. No.	Item Description	Quantity	Units	Monthly RATE In Figures & Percentage (Service Charge) To be entered by the Bidder Rs.	TOTAL AMOUNT In Figures Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	6	7
1	Supervisor					
1.01	Basic + VDA (26 days to be considered for 1 month) (To be quoted in figures)	4.000	Person	25554.62	102218.48	INR One Lakh Two Thousand Two Hundred Eighteen & Paise Forty Eight Only
1.02	EPF 12% on Basic+VDA (Basic+DA is Limited to 15000/- per month) (To be quoted in figures)	4.000	Person	1800.00	7200.00	INR Seven Thousand Two Hundred & Paise Zero Only
1.03	EDLI @ 0.5% of Basic + VDA (Basic+DA is Limited to 15000/- per month) (To be quoted in figures)	4.000	Person	75.00	300.00	INR Three Hundred & Paise Zero Only
1.04	Administrative Charges @ 0.5% of Basic + VDA (Basic+DA is Limited to 15000/- per month) (To be quoted in figures)	4.000	Person	75.00	300.00	INR Three Hundred & Paise Zero Only
1.05	HRA 8% on Basic+VDA or Rs. 1800/- whichever is higher (To be quoted in figures)	4.000	Person	2044.37	8177.48	INR Eight Thousand One Hundred Seventy Seven & Paise Forty Eight Only
1.06	Uniform Allowance @5% on Basic +VDA (To be quoted in figures)	4.000	Person	1277.73	5110.92	INR Five Thousand One Hundred Ten & Paise Ninety Two Only
1.07	Uniform Washing Allowance @ 3% Basic+VDA (To be quoted in figures)	4.000	Person	766.64	3066.56	INR Three Thousand Sixty Six & Paise Fifty Six Only
1.08	NE Allowance @ 25% on Basic+VDA (To be quoted in figures)	4.000	Person	6388.66	25554.64	INR Twenty Five Thousand Five Hundred Fifty Four & Paise Sixty Four Only
1.09	Relieving Charge @ 1/6 of the Summation of Sl. No. 1.01 to 1.08 (To be quoted in figures)	4.000	Person	6330.34	25321.36	INR Twenty Five Thousand Three Hundred Twenty One & Paise Thirty Six Only
1.10	Service Charge (To be quoted in percentage) (Amt = Nos x Percentage X Summation of Sl. 1.01 to 1.09)	4.000	Person	10.00	17724.94	INR Seventeen Thousand Seven Hundred Twenty Four & Paise Ninety Four Only
2	Unarmed Security Guard					
2.01	Basic + VDA (26 days to be considered for 1 month) (To be quoted in figures)	15.000	Person	19214.00	288210.00	INR Two Lakh Eighty Eight Thousand Two Hundred Ten & Paise Zero Only
2.02	EPF 12% on Basic+VDA (Basic+DA is Limited to 15000/- per month) (To be quoted in figures)	15.000	Person	1800.00	27000.00	INR Twenty Seven Thousand & Paise Zero Only
2.03	ESI @3.25% on Basic+VDA (To be quoted in figures)	15.000	Person	0.00	0.00	INR Zero Only

2.04	EDLI @ 0.5% of Basic + VDA (Basic+DA is Limited to 15000/- per month) (To be quoted in figures)	15.000	Person	75.00	1125.00	INR One Thousand One Hundred Twenty Five & Paise Zero Only
2.05	Administrative Charges @ 0.5% of Basic + VDA (Basic+DA is Limited to 15000/- per month) (To be quoted in figures)	15.000	Person	75.00	1125.00	INR One Thousand One Hundred Twenty Five & Paise Zero Only
2.06	HRA 8% on Basic+VDA or Rs. 1800/- whichever is higher (To be quoted in figures)	15.000	Person	1800.00	27000.00	INR Twenty Seven Thousand & Paise Zero Only
2.07	ESI @3.25% on HRA (To be quoted in figures)	15.000	Person	0.00	0.00	INR Zero Only
2.08	Bonus 8.33% on Basic+VDA (To be quoted in figures)	15.000	Person	1600.53	24007.95	INR Twenty Four Thousand Seven & Paise Ninety Five Only
2.09	Uniform Allowance @5% on Basic +VDA (To be quoted in figures)	15.000	Person	960.70	14410.50	INR Fourteen Thousand Four Hundred Ten & Paise Fifty Only
2.10	Uniform Washing Allowance @ 3% Basic+VDA (To be quoted in figures)	15.000	Person	576.42	8646.30	INR Eight Thousand Six Hundred Forty Six & Paise Thirty Only
2.11	NE Allowance @ 25% on Basic+VDA (To be quoted in figures)	15.000	Person	4803.50	72052.50	INR Seventy Two Thousand Fifty Two & Paise Fifty Only
2.12	Relieving Charge @ 1/6 of the Summation of Sl. No. 2.01 to 2.11 (To be quoted in figures)	15.000	Person	5150.86	77262.90	INR Seventy Seven Thousand Two Hundred Sixty Two & Paise Ninety Only
2.13	Service Charge (To be quoted in percentage) (Amt = Nos x Percentage X Summation of Sl. 2.01 to 2.12)	15.000	Person	10.00	54084.02	INR Fifty Four Thousand Eighty Four & Paise Twenty Two Only
Total in Figures	For 2 years, i.e. 24 months (GST@ 18% is added to the total Sum) in Rs.				22369926.94	INR Two Crore Twenty Three Lakh Sixty Nine Thousand Nine Hundred Twenty Six & Paise
	Rs. 9,32,080.29 (Monthly)					

