

**GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE  
ISRO PROPULSION COMPLEX (IPRC)  
MAHENDRAGIRI**

**Tender for Sporadic Work Outsourcing Contract for Operation and  
Maintenance of Safety Systems at IPRC**

**Bids to be submitted online**

**Tender No.: IPRC/PURGP2/IP202400068201 dated 10-06-2024**

## A. Tender Details

Tender No : **IPRC/PURGP2/IP202400068201**

Tender Date : **10-06-2024**

Tender Classification: **SERVICES**

Purchase Entity : **PURGP2**

Centre : **ISRO PROPULSION COMPLEX (IPRC)**

### **Sporadic Work Outsourcing Contract for Operation and Maintenance of Safety Systems at IPRC**

1. Foreign vendors are not permitted to quote.
2. MSE preference is applicable only against the claim of the manufacturer and production of documentary evidence by the manufacturer for the registration of particular item under MSE.
3. Last minute clarification on tenders will not be entertained.
4. This is an E Tender. Hence Postal/Fax/Email tenders will not be accepted.
5. Acceptance for Workers Insurance policy as stated in the tender enquiry, Submission of Security Deposit and acceptance of LD Clause shall be specified in your Offer.

#### **A.1 Tender Schedule**

Bid Submission Start Date : **10-06-2024 18:21**

Bid Clarification Due Date : **01-07-2024 14:00**

Bid Submission Due Date : **08-07-2024 14:00**

Bid Opening Date : **08-07-2024 14:30**

## **B. Tender Attachments**

### **Technical Write-up/Drawings**

**Document : Annexure-3**

**Document : Annexure-2**

**Document : Annexure-1**

### **Instructions To Vendors**

#### **4. INSURANCE TO WORKERS**

1. The Vendor shall arrange for a comprehensive insurance policy to all their workers/ human resources for the Sum assured as follows:

2. (i) In the event of death or permanent disablement/ disability resulting from loss of limbs - Rs. 10.00 Lakh

(ii) In the event of other permanent disablement/ disability - Rs. 7.00 Lakh

3. The number of workers covered under the insurance shall be as per the scope defined in the Purchase order. The Vendor, at their expense, shall arrange insurance policy from any Insurance company as approved of by Insurance Regulatory and Development Authority (IRDA) to all their workers as above within 15 days from the date of Purchase order. The Purchaser will not be obliged/ liable to pay or reimburse any premium or expenditure incurred by the Vendor on this account.

4. In case of substitution of any worker, the substituted worker shall also have insurance coverage. The Purchaser will not be obliged/ liable to pay or reimburse any premium or expenditure incurred by the Vendor on this account.

5. In case of death of or permanent disablement/disability to any worker while at work inside the Purchasers premise, the Purchaser will disburse compensation equal to the aforementioned Sum assured to the dependent of the victim (in case of death) or the victim directly (in case of permanent disablement/ disability) duly observing the procedure. The Vendor shall make necessary arrangements to refund the above compensation amount to the Purchaser (i) within 2 weeks from the date of settlement of claim by the Insurance company or (ii) within 3 months from the date of disbursement of compensation amount by the Purchaser to the victim or dependent of victim or (iii) 1 week before expiry of validity period of the Purchase order, whichever is earlier. In case of any delay in refunding the compensation amount as aforesaid, the Purchaser shall have the right to recover the compensation

amount from the payment(s) due to the Vendor or Security deposit(s) submitted by the Vendor either under the subject Purchase order or any other Purchase order(s)/ Work order(s)/ Contract(s) awarded by the Purchaser to the Vendor. It is onus on the part of the Vendor to get settlement of compensation claim from the Insurance company upon due procedure.

6. Some of the key terminologies involved are defined below:

7. Accident: Any death or permanent disablement/ disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the maintenance, operations and other supporting/ outsourced services rendered by the Vendors/ Service Providers [Private Companies, Firms & Contractors] engaged by the Purchaser within the premises of its work-site.

8. Dependent: As defined in the Employees Compensation Act, 1923

9. Victim: Any person who suffers permanent disablement/ disability or dies in an accident that occurred within the premises of the Purchasers work-site and during the discharge of duties, as defined in these Guidelines.

10. Permanent Disablement/ disability: A disablement/ disability that is classified as a permanent total disablement/ disability under the proviso to Section 2(l) of the Employees Compensation Act, 1923.

## **5. GENERAL TERMS AND CONDITIONS SWOP**

### **1. GENERAL TERMS AND CONDITIONS SWOP**

2. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, amount quoted in words shall prevail.

3. GST where legally leviable and intended to be claimed should be distinctly shown separately in the tender.

4. In case the vendor falls in the category of Small Scale Industries(SSIs), who are registered with NSI, Public Sector Undertakings (PSUs) and Micro & Small Enterprises (MSEs) the same shall be mentioned in their quote for evaluation.

5. IPRC reserves the right to accept or reject any quotation in full or part thereof by recording the reasons.

6. IPRC shall not be responsible for failure of vendors in submitting bids online caused due to technical reasons at vendor end such as network or power failures, computer failure, internet-browser, mistakes

/ errors in filling the bids on line by vendor etc.

7. Last minute request for the extension of the due date w.r.t. any technical issue at Vendors/Suppliers side will not be considered. You may submit your quotation online well in advance instead of waiting till the last date to ensure that Internet problem and network condition does not cause problem

8. LIQUIDATED DAMAGES: Delivery is the essence of the contract. Items shall be delivered within stipulated period. If delivery is delayed beyond the stipulated delivery period mentioned in the purchase order or any extension thereof, an amount equal to 0.5% per week shall be recovered, subject to a maximum of 10% of the order value shall be deducted from your bills due.

9. Offers sent through post, telegram, fax, e-mail, courier will not be considered. Partially completed / incomplete tenders shall not be considered.

10. Only authorized dealers/agents or their accredited representatives for original manufacturers have to submit the quotation with documentary evidence.

11. SECURITY DEPOSIT : The Vendor shall guarantee faithful execution of the Work order in accordance with the terms and conditions specified. As a performance security, the Vendor shall furnish Security deposit for 5% of the total Work order price in the form of Demand draft/ Fixed deposit receipt/ Bankers cheque/ Bank guarantee issued by a Nationalized/ Scheduled Bank approved by Reserve Bank of India valid till expiry of the Work order with additional claim period of 6 months. The Security deposit shall not carry any interest and shall be returned on completion of all the contractual obligations. The Security deposit has to be executed within 15 days from the date of Work order as per the prescribed format.

Medium, Small & Micro Enterprises (MSMEs) and Startup companies are also required to submit Security deposit in the form of Demand draft/ Fixed deposit receipt/ Banker's cheque/ Bank guarantee.

In case of breach of any of the terms and conditions under the Work order, the Vendor shall forfeit the Security deposit to the Purchaser. In addition, the Work order is also liable to be terminated and any amount due to the Vendor against any other Work order from the Purchaser is also liable to be appropriated.

12. The goods or material offered should be strictly as per our specifications. Change(s) in specifications, if any, should be clearly indicated by the supplier in his quotation. The supplier should also indicate make/type No. of the materials or equipment offered. Vague terms such as Best Indian, Best Indigenous and Imported make should not be used.

13. The offer should be valid for a minimum period of 120 days from the date of opening of the bids

(Technical bid in case of 2-part tender).

14. The purchaser shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portions of the quantity offered and the tenderer shall supply the same at the rates quoted.

15. Wherever the tenderer is asked to submit sample for evaluation of tenders, the same shall be submitted along with your quote.

## **C. Bid Templates**

### **C.1 Technical Bid - Sporadic Work Outsourcing Contract for Operation and Maintenance of Safety Systems at IPRC**

- 1. Sporadic Work Outsourcing Contract - Operation and maintenance of safety Detection systems and fire protection systems and maintain log books for 2 years.**
  
- 2. Sporadic Work Outsourcing Contract - Preparation of stock item and segregating pipe and fitting and consumable item in store rack and maintaining the stock register for 2 years.**
  
- 3. Sporadic Work Outsourcing Contract - Preparation of bill of materials for Fire Protection Systems and Receipt of materials, maintaining logbook for activities for Establishment of Fire Protection Systems for 2 years.**
  
- 4. Sporadic Work Outsourcing Contract - Mounting & dismantling of flange joints:- Mounting refers to aligning of pipe flanges (2 nos.) & positioning of gasket properly and tightening the flanges with proper torque with the given bolts & studs for 2 years.**
  
- 5. Sporadic Work Outsourcing Contract - Assembly & removal of flanged manual / EP valves/ safety relief valves / deluge valves for 2 years.**
  
- 6. Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Calibration of H2/O2, flame detectors and ensuring its fitness, service, dismantling/mounting and changing for 2 years.**
  
- 7. Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Fabrication of safety barricades & sign boards (size: 75x75mm, 75x300mm, 400x600mm) for 2 years.**
  
- 8. Sporadic Work Outsourcing Contract - Installation of safety equipments - Mounting /dismounting safety shower, Anemometer, Road mirror, Wind socks, Siren. Installation/positioning of safety barricade during hazardous operations for 2 years.**
  
- 9. Sporadic Work Outsourcing Contract - Taking measurement of piping, Equipment, components at site for Fire Protection Systems. Including support activities for general**

equipment maintenance works for 2 years.

**10. Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Charging of GN2 cylinders with GN2 during test operations at cryo test stand for 2 years.**

**11. Sporadic Work Outsourcing Contract - Setting of pressure regulator involving opening of discharge valves of high pressure GN2 cylinders and associated manual valves and setting the regulator to the required pressure value 2 years.**

**12. Sporadic Work Outsourcing Contract - Shifting of structural materials like angles, channels, I-beams, pipes, fittings, etc., for 2 years**

**13. Sporadic Work Outsourcing Contract - Collecting inputs on safety Inspection, surveillance, support in worksite/test activities for cryo and earth storable test facilities & storage areas for 2 years.**

**14. Sporadic Work Outsourcing Contract - Mounting and removal of pumps and motors of remote control water monitor and other general pumps & motors for 2 years.**

**15. Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Mounting and removal of RO pumps and motors: Trouble shooting and servicing for 2 years.**

**16. Sporadic Work Outsourcing Contract - Maintenance of RO plant: Cleaning, checking, refitting, topping-up, filling anti scalant, handling chemicals as per approved procedures etc., for 2 years.**

**17. Sporadic Work Outsourcing Contract - Scrubber Charging at PTS, RCS, LUS-TF, STTF: Dismantling, cleaning process, solution preparation etc., for 2 years.**

**18. Sporadic Work Outsourcing Contract - Air compressor operation for charging of (SCABA): servicing, assembling and charging for 2 years.**

**19. Sporadic Work Outsourcing Contract - Air compressor periodic maintenance (preventative maintenance, oil filling, gaskets changing, belt changing etc) 03 months once for 2 years.**



- 20. Sporadic Work Outsourcing Contract - Servicing and maintenance of Outdoor weather monitoring board and Automatic weather station maintenance and ensuring its fitness at various locations (once in 03 months approx) 2 years.**
- 21. Sporadic Work Outsourcing Contract - Cleaning and mounting/dismantling of deluge nozzles in nos., Servicing of water strainers (sizes 50 NB to 200 NB) in nos., for 2 years**
- 22. Sporadic Work Outsourcing Contract - Operation of RO Plant in Cubic meter: From operation of Feed Pump to Operation of permeate supply (to DM plant) pump for 2 years**
- 23. Sporadic Work Outsourcing Contract - Drilling of holes in MS/SS components and in structure shall be carried out either by portable hand drilling machine or in drilling machine for 2 years.**
- 24. Sporadic Work Outsourcing Contract - Painting of pipelines, equipment, fixtures and structure etc., for 2 years.**
- 25. Sporadic Work Outsourcing Contract - Mounting and dismantling of spring loaded regulator & filter assembly for 2 years.**
- 26. Sporadic Work Outsourcing Contract - Preparation/Editing of Auto Cad drawings, Making fabrication /Isometric drawing, layout drawing and correction of drawing for 2 years.**
- 27. Sporadic Work Outsourcing Contract - General housekeeping in the form of removing all unwanted materials lying in and around the work place regularly once in a week or more depending upon the need for 2 years.**
- 28. Sporadic Work Outsourcing Contract - Mounting of detectors and other electronic equipments and storing. For the weight given below: a. Weight $\leq$ 10 kgs, b. Weight  $>$ 10 kgs  $\leq$  25 kgs is only indicative for 2 years.**
- 29. Sporadic Work Outsourcing Contract - DEO Work : Typing of Technical Checklist (100 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**
- 30. Sporadic Work Outsourcing Contract - Typing of Technical Specifications for (200 pages per**

month, approx) the above is only indicative numbers for the duration of 2 years.

**31. Sporadic Work Outsourcing Contract - Typing of Monthly Report for (10 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**32. Sporadic Work Outsourcing Contract - Typing of Leave / Tour Report for (50 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**33. Sporadic Work Outsourcing Contract - Typing of indent documentation for (90 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**34. Sporadic Work Outsourcing Contract - Typing of Letters / Fax messages / Email's / Logistic request for (200 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**35. Sporadic Work Outsourcing Contract - Typing of procedure documents and manuals for (250 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**36. Sporadic Work Outsourcing Contract - Typing of Minutes of meeting for (100 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**37. Sporadic Work Outsourcing Contract - Up-keeping Inward / Outward records entries for (310 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**38. Sporadic Work Outsourcing Contract - Photocopy of documents and records for (1300 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**39. Sporadic Work Outsourcing Contract - Scanning of documents and records for (540 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

**40. Sporadic Work Outsourcing Contract - Filing and organising of records and documents for (310 pages per month, approx) the above is only indicative numbers for the duration of 2 years.**

#### **Supporting Documents required from Vendor**

5 additional documents can be uploaded by the vendor

## C.2 Commercial Terms / Bid

Sl. No.	Description	Compliance	Vendor Terms
1	Taxes and other costs (Specify)	Yes / No / Explain	
2	Validity of Offer (specify)	Yes / No / Explain	
3	Delivery Period (specify)	Yes / No / Explain	
4	Delivery Terms: Normal delivery terms - FOR Destination (i.e., IPRC, Mahendragiri)	Yes / No / Explain	
5	PAYMENT TERMS - The Purchaser shall make payment on monthly pro-rata basis only for the actual quantity of service rendered in the preceding month. The Vendor shall submit the Bill duly certified by the Focal Point to the Accounts Officer.	Yes / No / Explain	
6	Security Deposit: The Vendor shall guarantee faithful execution of the Work order in accordance with the terms and conditions specified. As a performance security, the Vendor shall furnish Security deposit for 5% of the total Work order price in the form of Demand draft/ Fixed deposit receipt/ Bankers cheque/ Bank guarantee issued by a Nationalized/ Scheduled Bank approved by Reserve Bank of India valid till expiry of the Work order with additional claim period of 6 months. The Security deposit shall not carry any interest and shall be returned on completion of all the contractual obligations. The Security deposit has to be executed within 15 days from the date of Work order as per the prescribed format	Yes / No / Explain	
7	Confirm: Conditions for BIDDER FROM A COUNTRY WHICH SHARES LAND BORDER WITH INDIA	Yes / No / Explain	
8	MSE preference is applicable only against the claim of the manufacturer and production of documentary evidence by the manufacturer for the registration of particular item under MSE.	Yes / No / Explain	

9	<p>LIQUIDATED DAMAGE/ DOWNTIME COMPENSATION - In case of delay in rendering of service or non-deployment of the requisite quantity of human resources, the Purchaser shall recover Liquidated Damage/ Downtime compensation @ 0.5% of the price of the uncompleted part of the Sporadic work outsourcing package per week or part thereof from the Vendor outstanding bill or Security deposit. The total amount of recovery shall not exceed 10 % of the total price of the Work order. The quantum of Liquidated damage/ Downtime compensation to be recovered shall be decided by the Purchaser after assessing the quantum of work delayed and the Purchaser decision shall be final and binding on the Vendor.</p>	Yes / No / Explain	
10	<p>Insurance Policy compliance - The number of workers covered under the insurance shall be as per the scope defined in the Purchase Order. The Vendor, at their expense, shall arrange insurance policy from any insurance company approved by Insurance Regulatory and Development authority (IRDA) to all their workers as per the terms and conditions specified, within 15 days from the date of Purchase Order. The Purchaser will not be obliged / liable to pay or reimburse any premium or expenditure incurred by the Vendor on this account. In addition to the submission of Order acknowledgement and Security Deposit, Vendor shall also furnish copy of valid insurance policy after receipt and acceptance of the Purchase Order.</p>	Yes / No / Explain	
11	Any other terms	Yes / No / Explain	

### C.3 Price Bid

Sl. No.	Item	Quantity	Unit Price	Currency	Total Price	Remark
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1	Sporadic Work Outsourcing Contract - Operation and maintenance of safety Detection systems and fire protection systems and maintain log books for 2 years.	250.00 Nos.		-		
2	Sporadic Work Outsourcing Contract - Preparation of stock item and segregating pipe and fitting and consumable item in store rack and maintaining the stock register for 2 years.	200.00 Nos.		-		
3	Sporadic Work Outsourcing Contract - Preparation of bill of materials for Fire Protection Systems and Receipt of materials, maintaining logbook for activities for Establishment of Fire Protection Systems for 2 years.	200.00 Nos.		-		

4	Sporadic Work Outsourcing Contract - Mounting & dismantling of flange joints:- Mounting refers to aligning of pipe flanges (2 nos.) & positioning of gasket properly and tightening the flanges with proper torque with the given bolts & studs for 2 years.	660.00 Nos.		-		
5	Sporadic Work Outsourcing Contract - Assembly & removal of flanged manual / EP valves/ safety relief valves / deluge valves for 2 years.	230.00 Nos.		-		
6	Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Calibration of H2/O2, flame detectors and ensuring its fitness, service, dismantling/mounting and changing for 2 years.	600.00 Nos.		-		

7	Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Fabrication of safety barricades & sign boards (size: 75x75mm, 75x300mm, 400x600mm) for 2 years.	440.00 Nos.		-		
8	Sporadic Work Outsourcing Contract - Installation of safety equipments - Mounting /dismounting safety shower, Anemometer, Road mirror, Wind socks, Siren. Installation/positioning of safety barricade during hazardous operations for 2 years.	350.00 Nos.		-		
9	Sporadic Work Outsourcing Contract - Taking measurement of piping, Equipment, components at site for Fire Protection Systems. Including support activities for general equipment maintenance works for 2 years.	500.00 Nos.		-		



10	Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Charging of GN2 cylinders with GN2 during test operations at cryo test stand for 2 years.	200.00 Nos.		-		
11	Sporadic Work Outsourcing Contract - Setting of pressure regulator involving opening of discharge valves of high pressure GN2 cylinders and associated manual valves and setting the regulator to the required pressure value 2 years.	200.00 Nos.		-		
12	Sporadic Work Outsourcing Contract - Shifting of structural materials like angles, channels, I-beams, pipes, fittings, etc., for 2 years	1250.00 Nos.		-		

13	Sporadic Work Outsourcing Contract - Collecting inputs on safety Inspection, surveillance, support in worksite/test activities for cryo and earth storable test facilities & storage areas for 2 years.	900.00 Nos.		-		
14	Sporadic Work Outsourcing Contract - Mounting and removal of pumps and motors of remote control water monitor and other general pumps & motors for 2 years.	24.00 Nos.		-		
15	Sporadic Work Outsourcing Contract - Sporadic Work Outsourcing Contract: Mounting and removal of RO pumps and motors: Trouble shooting and servicing for 2 years.	24.00 Nos.		-		

16	Sporadic Work Outsourcing Contract - Maintenance of RO plant: Cleaning, checking, refitting, topping-up, filling anti scalant, handling chemicals as per approved procedures etc., for 2 years.	1465.00 Nos.		-		
17	Sporadic Work Outsourcing Contract - Scrubber Charging at PTS, RCS, LUS-TF, STTF: Dismantling, cleaning process, solution preparation etc., for 2 years.	30.00 Nos.		-		
18	Sporadic Work Outsourcing Contract - Air compressor operation for charging of (SCABA): servicing, assembling and charging for 2 years.	30.00 Nos.		-		

19	Sporadic Work Outsourcing Contract - Air compressor periodic maintenance (preventative maintenance, oil filling, gaskets changing, belt changing etc) 03 months once for 2 years.	8.00 Nos.		-		
20	Sporadic Work Outsourcing Contract - Servicing and maintenance of Outdoor weather monitoring board and Automatic weather station maintenance and ensuring its fitness at various locations (once in 03 months approx) 2 years.	8.00 Nos.		-		
21	Sporadic Work Outsourcing Contract - Cleaning and mounting/dismantling of deluge nozzles in nos., Servicing of water strainers (sizes 50 NB to 200 NB) in nos., for 2 years	1100.00 Nos.		-		

22	Sporadic Work Outsourcing Contract - Operation of RO Plant in Cubic meter: From operation of Feed Pump to Operation of permeate supply (to DM plant) pump for 2 years	8500.00 Nos.				
23	Sporadic Work Outsourcing Contract - Drilling of holes in MS/SS components and in structure shall be carried out either by portable hand drilling machine or in drilling machine for 2 years.	1100.00 Nos.				
24	Sporadic Work Outsourcing Contract - Painting of pipelines, equipment, fixtures and structure etc., for 2 years.	75.00 Nos.				
25	Sporadic Work Outsourcing Contract - Mounting and dismantling of spring loaded regulator & filter assembly for 2 years.	8.00 Nos.				

26	Sporadic Work Outsourcing Contract - Preparation/Editing of Auto Cad drawings, Making fabrication /Isometric drawing, layout drawing and correction of drawing for 2 years.	1250.00 Nos.		-		
27	Sporadic Work Outsourcing Contract - General housekeeping in the form of removing all unwanted materials lying in and around the work place regularly once in a week or more depending upon the need for 2 years.	52.00 Nos.		-		
28	Sporadic Work Outsourcing Contract - Mounting of detectors and other electronic equipments and storing. For the weight given below: a. Weight <=10 kgs, b. Weight >10 kgs <= 25 kgs is only indicative for 2 years.	450.00 Nos.		-		

29	Sporadic Work Outsourcing Contract - DEO Work : Typing of Technical Checklist (100 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	4800.00 Nos.		-		
30	Sporadic Work Outsourcing Contract - Typing of Technical Specifications for (200 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	9600.00 Nos.		-		
31	Sporadic Work Outsourcing Contract - Typing of Monthly Report for (10 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	484.00 Nos.		-		

32	Sporadic Work Outsourcing Contract - Typing of Leave / Tour Report for (50 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	2400.00 Nos.		-		
33	Sporadic Work Outsourcing Contract - Typing of indent documentation for (90 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	4320.00 Nos.		-		
34	Sporadic Work Outsourcing Contract - Typing of Letters / Fax messages / Email's / Logistic request for (200 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	9600.00 Nos.		-		



35	Sporadic Work Outsourcing Contract - Typing of procedure documents and manuals for (250 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	12000.00 Nos.		-		
36	Sporadic Work Outsourcing Contract - Typing of Minutes of meeting for (100 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	4800.00 Nos.		-		
37	Sporadic Work Outsourcing Contract - Up-keeping Inward / Outward records entries for (310 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	14880.00 Nos.		-		

38	Sporadic Work Outsourcing Contract - Photocopy of documents and records for (1300 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	62400.00 Nos.		-		
39	Sporadic Work Outsourcing Contract - Scanning of documents and records for (540 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	25924.00 Nos.		-		
40	Sporadic Work Outsourcing Contract - Filing and organising of records and documents for (310 pages per month, approx) the above is only indicative numbers for the duration of 2 years.	14880.00 Nos.		-		