

**No. 3/8/2008-09/NHHM
Government of India
Ministry of Textiles
National Handicraft and Handlooms Museum**

**Pragati Maidan, New Delhi
Dated 21st February, 2012**

TENDER NOTICE

Tender Notice inviting bids from agencies outsourcing of one Gallery Attendant (unskilled worker) on contract basis for a period of one year w.e.f. 01.04.2012 to 31.03.2013 in the office of National Handicraft and Handlooms Museum, New Delhi as per terms & conditions given below:-

Terms & Conditions:-

1. Validity of the contract will be for a period of one year.
2. The agency will properly verify the character & antecedents of the personnel provided by you before their deployment & a certificate to this effect may be provided.
3. The agency will provide photo identity card to the person employed.
4. The manpower supplied by you shall have no right, whatsoever, for any benefit/compensation/appointment in this office on temporary/ad-hoc/daily wages regular capacity as on date, or in future, on the basis of their contractual work done in this office.
5. Working hours would be from 9.30 am to 5.00 pm on all days (excluding Sunday & holiday).
6. The agency will be responsible for payment of wages in respect of manpower provided by you to this office. The agency will submit a proper bill to this office in triplicate at the end of the month for claim for service rendered. The bill submitted by the agency must include copy of attendance of the present month, proof, of payment of wages to the personnel in the preceding month including depositing of PF, ESI, etc. The payment would be made after certification by the officer with whom the person is attached confirming his/her services were satisfactory and attendance as per the bill submitted by the agency.
7. The personnel may be called on any gazetted holiday. They may be paid extra in accordance with the rates approved by the office.
8. The manpower should be supplied within 5 days of awards of contract.
9. The last date of submission of tender from is 02.03.2012 by 4.00 pm and the same will be opened as per availability of officials/officers.

**(Som Dutt Sharma)
Administrative Officer**