

Work Order		(GSTIN No. of NICSI: 07AAAQN2185J1ZE)	
Work Order No.:-	M190536	Date:	15-APR-2019
Project No.:-	S180199MPJH	PI Number:	
Project Name :-	Jharkhand State Pollution Control Board		
Issued to:	Name: Veloci Systems Pvt. Ltd. Address: A-25, Sector-67, Noida Contact Person: Mr. Rahul Rajput Phone No.: 9990886802 Email ID: rahul.rajput@veloci.in		

Subject: Work Order for providing the support services under the project as mentioned above.

Sir

In reference to your Empanelment No:10(35)/2015-NICSI-Veloci-Rev3 Valid Till: 30/09/2019 with NICSI, Issued with the approval of the Competent Authority, I have been directed to place an order for Providing the support services as per the details and Terms & Conditions given below:-

S. No	HSN/SAC Code	Description	No of Person's Required	Required Period (No. of Months/days)	Unit Rate per Month (excluding Taxes)	Date of Deployment (From/To)	Total Amount (AxBxC)	CGST (%) /Amount	SGST (%) /Amount	IGST (%) /Amount
		(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	
1	998313	Database Administration Support - Level 2 for Region-1	1	Four Month(s)	39,383.88	01/04/2019 To 31/07/2019	1,57,535.52	0.00% 0.00	0.00% 0.00	18.00% 28,356.3
Total Amount in Rs.									1,57,536	0.00
Grand Total (in Rs.):-									1,57,536	0.00
1,57,536									9	9

(A) Deployment of manpower:

1. The services of Manpower are to be provided at the office of Jharkhand State Pollution Control Board . Location:
Jharkhand State Pollution Control Board
T.A Building, HEC Campus, Dhurwa
Dhurwa-534004 Jharkhand

- The contact person is Mr/Ms Anil Kumar, TD (Contact-nos: 9810224894 and email-id: anil.kumar@nic.in, bl.agrawal@nic.in, sio-jhr@nic.in).
2. The details of multi-location deployment of Manpower, if any are attached in Annexure-I.
3. The details of the Manpower deployed at client/ user-department shall be sent to NICSI-New Delhi within one week of such deployment.
4. The vendor has to deploy the Manpower with proper verification and as per the eligibility criteria defined in the empanelment and also as per the skill-set required by the concerned client/user-department.
5. For the manpower deployed, the vendor will keep with them, their Aadhaar Number, Permanent Account Number (PAN), present and permanent address, educational and qualification details, character verification certificates, specimen signature and two passport size photographs and furnish these details/information to NICSI, as and when required. On NICSI projects only character verified resources would be deployed and it will be the responsibility of the vendor to verify the details of its deployed manpower.
6. Joining Report/Leaving-Report of the deployed/hired Manpower will be issued by the concerned client/user-department to the vendor for disbursing their salary based on that.
7. The vendor has to immediately provide the replacement of the deployed Manpower if the client/user-department is not satisfied with their performance or whenever the Manpower leaves in between before the expiry of the term.
8. It is the binding duty of the agency empanelled to regularly pay (before 10th of every month) the deployed manpower their entitlements like monthly salaries/wages. NICSI does not expect any employee related complaints to escalate to the organization where the support services are provided or NICSI. A monthly penalty of 1% of agency's billed value shall be applicable for the month in which such instance is brought to the notice of NICSI.
9. It is the binding duty of the empanelled agency to regularly pay the deployed manpower their entitlements like monthly salaries/wages and the documentary proof of the salary paid as per the terms and conditions of the empanelment may be asked to be submitted to NICSI whenever deemed necessary for the processing of the bills.

(B) Invoicing and Payment:

1. A pre-receipted bill (incapable having details of concerned WO-Number, Date and Project-Number of NICSI) has to be submitted on monthly basis in the name of "National Informatics Centre Services Incorporated (NICSI)-New Delhi" to our office at Hall No 2 & 3, 6th Floor, NBCC Tower, 15-Bhikaji Cama Place, New Delhi-110066 by the 5th day of the succeeding month along with individuals Monthly-Performance-Report(s) by client/user-department and other necessary annexed documents and after deducting the applicable penalty etc.
2. The penal interest and penalty as per GST Act against reversal of input tax credit will be deducted from vendor payment if invoices are not submitted to NICSI within 10 Days from the date of issue of invoice by vendor.
3. Payment will be made within 30 days on receipt of bills with complete document subject to availability/receipt of fund from User Department.
4. In case any Tax liability comes on NIC/NICSI because of the late submission of bills by the vendor, the same will be recovered from the respective vendor.
5. All the Payments to the vendors will be subject to deductions of any amount for which the empanelled vendor is liable under the empanelment and subject to deduction of TDS (Tax deduction at Source) as per the Income-Tax Act, 1961 and any other taxes, if any as per the Government of India rules.
6. All payments will be made to vendor through RTGS only and subject to 100% realization of advance from concerned user-department.
7. Any taxation, over and above factored in PO, applicable at time of invoicing will be paid by NICSI.
8. The payment to the agency will be made on monthly basis depending upon the actual duration of the support services rendered at NICSI/Client office after availing service.
9. In case of a milestone based assignment, the payment to the agency shall be made after completion of the milestone on the basis of actual man-month of services rendered for achieving the particular milestone.

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