

Vendor Name: AlphaSecure Workforce Solutions Pvt. Ltd.

Proposal For: *Providing Manpower Services to MARKFED Odisha*



1. BID COVERING LETTER

To
The Managing Director
MARKFED, Odisha
Bhubaneswar

Subject: Submission of Proposal for Tender No. 3415 / EG / 08 / 2018-19 (Part)

Sir,

We hereby submit our Technical Proposal for providing outsourced manpower services to MARKFED, Odisha. We confirm that we have carefully read, understood, and accepted all terms and conditions of the tender document. We undertake to provide skilled, compliant, and professionally managed manpower across all MARKFED offices and procurement units.

We possess extensive experience in supplying manpower to Government Departments, PSUs, and Cooperative Organizations. If selected, we shall deploy personnel within the stipulated timeframe and maintain full compliance with statutory and contractual obligations.

Authorized Signatory
AlphaSecure Workforce Solutions Pvt. Ltd.

2. COMPANY PROFILE

AlphaSecure Workforce Solutions Pvt. Ltd. is a nationally recognized manpower services firm specializing in **government-sector workforce outsourcing**.

Key Highlights:

- 10+ years of experience in Government manpower deployment
- Annual Turnover (Avg. last 3 years): ₹6.8 Crores
- Active workforce deployed: 2,400+ personnel
- Clients include State PSUs, Cooperative Federations, District Offices
- ISO 9001:2015 Certified
- Registered under GST, EPF, ESI, Labour License, PSARA

3. UNDERSTANDING OF MARKFED REQUIREMENT

MARKFED requires reliable manpower for:

- Head Office
- Area Offices
- Paddy Procurement Units
- Godowns
- Cold Storage & Processing Units

Personnel categories include:

- Data Entry Operators
- Security Personnel
- Junior Engineers
- Agricultural Extension Personnel

We understand the need for **accuracy, discipline, availability, statutory compliance, and rapid replacement mechanisms.**

4. TECHNICAL APPROACH & METHODOLOGY

Our manpower management system operates on **4 pillars**:

4.1 Recruitment & Verification

- Multi-stage screening
- Police verification
- Skill testing
- Qualification validation

4.2 Deployment Model

- 48-hour deployment commitment
- District-wise manpower pool
- Standby resources

4.3 Attendance & Monitoring

- Biometric / digital attendance tracking
- Monthly performance reports
- Surprise inspections

4.4 Compliance Automation

- Automated EPF, ESI, GST filing
- Digital payslip system
- Statutory audit support

5. TEAM STRUCTURE (FOR TECHNICAL MARKS)

Role	Responsibility
Project Director	Overall contract management
State Operations Manager	Odisha-wide coordination
HR Compliance Officer	EPF/ESI/GST compliance
Field Supervisors	On-site monitoring
Payroll Manager	Wage disbursement

6. EXPERIENCE (AS PER TENDER SCORING)

- 5+ years supplying manpower to Govt./PSU
- Supplied 1,800+ manpower in FY 2019–20
- Experience in cooperative procurement operations

7. RISK MITIGATION PLAN

Risk	Mitigation
Absenteeism	Backup manpower pool
Statutory penalty risk	Automated compliance system
Performance issues	Replacement within 24 hrs

Risk	Mitigation
Seasonal workload spike	Temporary manpower bank

8. QUALITY CONTROL MECHANISM

- Monthly performance evaluation
 - Feedback system with MARKFED officers
 - Corrective training
 - Replacement for non-performance
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9. COMPLIANCE DECLARATION

We confirm:

- Not blacklisted
 - Valid GST, PAN, EPF, ESI
 - Labour License & PSARA valid
 - Financially stable
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10. VALUE ADDITIONS (WHY THIS IS TOP RANKED)

- ✓ AI-based attendance analytics
 - ✓ SMS salary alerts to staff
 - ✓ Grievance redressal helpline
 - ✓ Insurance coverage support
 - ✓ Digital documentation
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11. CONCLUSION

AlphaSecure offers a high-capacity, compliant, technology-enabled manpower solution ensuring uninterrupted service, regulatory adherence, and operational efficiency for MARKFED.