

Work Order No:-	M2000828	Date	06-MAY-2020
Project No:-	C170199GNND	PI Number:	
Project Name:-	APPELLATE TRIBUNAL FOR ELECTRICITY		
Issued to:	Name: Velocis Systems Pvt. Ltd.		
	Address: A-25, Sector-67, Noida		
	Contact Person: Rahul Rajput		
	Phone No.: 9990686602		
	Email ID: rahul.rajput@velocis.in		

Subject: Work-Order for providing the Services of Manpower on hired basis under the project as mentioned above.

Sir,

In reference to your Empanelment No:10(24)/2015-NICSI-Velocis-Rev1 Valid Till: 30/09/2020 with NICSI, Issued with the approval of the Competent Authority, I have been directed to place an order for Providing the services of manpower on hired basis as per the details and Terms & Conditions given below:-

S. No	HSN/ SAC Code	Description	No of Person s Require d	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	998314	Systems Admin (Tier-II)	1	Three Month(s)	46,656.00	01/04/2020 To 30/06/2020	1,39,968.00	0.00% 0.00	0.00% 0.00	18.00% 25,194.24
Total Amount in Rs.							1,39,968	0.00	0.00	25,194.24
Grand Total (in Rs.):										1,65,162

(A) Deployment of manpower:

1. The services of Technical Manpower are to be provided at the office of Appellate Tribunal for Electricity Core 4, 7th Floor, Scope Complex, Lodhi Road Delhi - Delhi

2. The contact person is Mr/Ms. Jagdamba Prasad, Manoj Tuli (Contact-nos: and email-id: jpk@nic.in, mtuli@nic.in, sinha@nic.in).

3. The details of multi-location deployment of Technical Manpower, if any are attached in Annexure-I

4. The vendor has to deploy the Technical 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. Joining-Report/Leaving-Report of the deployed/hired Technical Manpower will be issued by the concerned client/user-department to the vendor for disbursing their salary based on that.

6. The vendor has to immediately provide the replacement of the deployed Technical Manpower if the client/user-department is not satisfied with their performance or whenever the Technical Manpower leaves in between before the expiry of the term.

(B) Invoicing and Payment:

1. A pre-receipted bill (in triplicate 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:1, 6th Floor, NBCC Tower, 15-Bhikaji Cama Place, New Delhi-110066 along with individuals Monthly-Performance-Report(s) by client/user-department and other necessary documents as per the terms and conditions of the said Tender/empanelment.

2. Payment will be made within 30 days on receipt of bills with complete document, subject to availability /receipt of fund from User Department.

3. 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.

4. 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.

5. All payments will be made to vendor through GS only and subject to 100% realization of advance from concerned user-department.

6. The Empaneled agency shall not refuse to accept NICSI/NIC work order under any pretext. The work order can be collected from NICSI/NIC office or if convenient to the agency, it can be mailed to them. The selected agency shall start the work within 7 days of the date of the work order. For bigger projects, timelines will be mutually agreed between user department and the selected agency.

7. If at any time during performance of the work order, the agency encounter conditions impeding timely performance of the ordered services, the agency shall promptly notify NICSI in writing of the fact of the delay, its likely duration and its cause(s).

8. 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 30 Days from the date of issue of invoice by vendor.

(C) Penalty Clause:

1. Any unjustified and unacceptable delay in deploying the Technical Manpower beyond the period specified the vendor will liable to pay Penalty Charges as mentioned and thereafter NICSI holds the right for the cancellation of this work-order and to issue the same to any other vendor. In addition to this, the Work order cancellation charges @10% of the Total Work-order Value will also be applicable as per the Terms & Conditions of the said Tender/Empanelment.

2. In the event of default in submission of PBG within the stipulated time, the agency shall be liable for a penalty amounting to 0.1% (Zero Point One Percent) of the PO value per day delay

3. Any default or breach in discharging obligations under this tender by the agency while rendering services, shall invite all or any actions / sanctions, as the case may be, including forfeiture of security deposit stipulated in this tender document. The decision of NICSI/NIC arrived at as above will be final.

4. The Empaneled agency shall not refuse to accept NICSI/NIC work order under any pretext. The work order can be collected from NICSI/NIC office or if

convenient to the agency, it can be mailed to them. The selected agency shall start the work within 7 days of the date of the work order. For bigger projects, timelines will be mutually agreed between user department and the selected agency.

(D) General Conditions:

1. The above-mentioned prices are exclusive of Taxes and as per your empanelment with NICSI. The Taxes would be payable as per the rates in-force from time to time.
2. Acknowledge of this Work-Order and confirmation of its acceptance may be sent immediately to NICSI-New Delhi.
3. The vendor should ensure that the deployed Technical Manpower do not tamper the Data or cause any Loss/damage to the client/user-department. In case of any such incident or happening the consequences or the loss has to be borne by the vendor.
4. In addition to above, all the other clauses which are not mentioned in this Work-order but are a part of the concerned Tender No. NICSI/WEBSITE DEVELOPMENT/2015/42 and the Empanelment No. 10(24)/2015-NICSI-Velocis-Rev1 Valid Till: 30/09/2020 shall be ipso-facto applicable.
5. All terms and conditions governing rates and supply given in this tender, as applicable to NICSI, will be made equally applicable to NIC
6. In case any query or clarification is there relating to this Purchase-order, the concerned Project Manager (Bhavna Aggarwal, General Manager) at NICSI-New Delhi shall be contacted. The contact number is and email-id is bhavna.a@nic.in

For National Informatics Centre Services Inc

(Bhavna Aggarwal)
General Manager &
Project Manager

Copy To:

1. HOF(TSS) or GM/DGM, Manpower, NICSI-New Delhi
2. Accounts Section, NICSI-New Delhi (Email: nicst-account1@nic.in)
3. Project Manager (Bhavna Aggarwal, General Manager), NICSI-New Delhi (Email: bhavna.a@nic.in)
4. Concerned NICSI State Coordinator.
5. PO Section NICSI-New Delhi (Email:pa-ponicsi@nic.in)
6. Guard File.

