

**Estate Section
Lal Bahadur Shastri National Academy of Administration
Mussoorie**

Date: 14.09.2026

Corrigendum

Outsourcing of Manpower for providing Cleaning and Other Housekeeping Services at Lal Bahadur Shastri National Academy of Administration was floated on GeM portal vide Bid Number **GEM/2026/B/7969496** dated **27.08.2026**.

This corrigendum amends the original NIT/Tender document for the above-mentioned tender. The amendments to the original tender document/Tender floated on GeM Portal are as follows:

1. Minimum Average Annual Turnover: (Ref: Section- I:–Basic Tender Information : Approximate Cost of work, Eligibility Criteria, Sl. No. 13; and Appendix to Information and Instructions to Bidders (A/ITB), Section-II, Eligibility Criteria, Sl. No. 13)

The minimum average annual turnover requirement specified in the uploaded tender document as ₹22 Crore is hereby revised to ₹19 Crore.

Therefore, Section-II, Eligibility Criteria, Sl. No. 13 and wherever in tender document should be read as:

“ A Chartered Accountant certified certificate (with UDIN) that turnover for the last year from cleaning/housekeeping work /manpower supply in similar service of Housekeeping and Cleaning services of Hostels and Office Premises was at least Rs. 19 crore along with documentary evidence (as per Annexure-IX) .”

2. Minimum Unskilled Manpower: *There was an inconsistency in the minimum unskilled manpower between the tender document and GeM portal. (Ref: Clause 5.6 – Tentative Deployment Schedule of Cleaners, Skill Category: Un-Skilled, Section-V: Scope of Work and Schedule of Housekeeping Services)*

The minimum unskilled manpower requirement specified in the uploaded tender document as 119 personnel and in GeM Portal as 116 personnel is hereby revised to 112 personnel. The qualification requirement shall remain the same as prescribed in the tender document.

Therefore, Clause 5.6 and wherever in the tender document should be read as:

“ The deployment of a minimum of 112 personnel is in the unskilled category.”

3. Minimum Highly-Skilled Manpower: *There was an inconsistency in the minimum unskilled manpower between the tender document and GeM portal. (Ref: Clause 5.9 – Tentative Deployment Schedule of Facility Manager, Skill Category: Highly Skilled, Section-V: Scope of Work and Schedule of Housekeeping Services)*

The minimum highly-skilled manpower requirement specified in the uploaded tender document and GeM Portal as 4 personnel is hereby revised to 1 personnel. The qualification requirement shall remain the same as prescribed in the tender document.

Therefore, Clause 5.9 and wherever in the tender document should be read as:

“ The deployment of a minimum of 1 personnel is in the highly-skilled category.”

4. Change in Manpower Variation: *There was an inconsistency in the minimum unskilled manpower between the tender document and GeM portal. (Ref: Clause 2.1.2, Section-II: Information and Instructions to*

the Bidders; and Clause 4.6 – Changes in Manpower Requirement, Section-IV: General Terms and Conditions to the Tenderer)

The permissible variation in manpower requirement specified in the uploaded tender document as $\pm 15\%$ is hereby revised to $\pm 25\%$.

Therefore, clause 2.1.2. and Clause 4.6 and wherever in the tender document should be read as:

“The Tender for Manpower Outsourcing for Cleaning and other housekeeping services is for deployment of Human Resources numbering between 160 and 191) month wise details as mentioned in Section-V : Scope of work and Schedule of Housekeeping Services of the Tender Document (, including cleaners, room attendants, supervisors and facility managers for performing cleaning, housekeeping, supervisory duties and other building operations in Offices/Hostels/Sports Complex and outer areas of the Lal Bahadur Shastri National Academy of Administration . The demand is tentative and can vary by 25% plus or minus) as mentioned in Section-V : Scope of work and Schedule of Housekeeping Services of the Tender Document (based on the number of courses running at a time, the number of trainees/participants undergoing training in the campus at any point of time, major events, visits by dignitaries/guests, or due to other circumstances . No compensation shall be payable to the successful bidder /contractor in case of decrease in demand due to such administrative reasons . The skill categories of various personnel to be deployed building wise and month wise are given in Section-V : Scope of work and Schedule of Housekeeping Services of the Tender Document . ”

5. Base Financial Value – Inclusion/Exclusion of Service Charge: (Ref: Clause 2.2(B) – Definitions: Base Financial Value, Section-II: Information and Instructions to the Bidders)

The provision in the uploaded tender document stating that the Base Financial Value includes EPF @ 13%, ESI @ 3.25% and Service Charge @ 3.85% is hereby revised. The revised Base Financial Value shall include EPF @ 13% and ESI @ 3.25% only. Service Charge @ 3.85% shall be excluded from the Base Financial Value and shall be considered separately.

Therefore, Clause 2.2.(B). should be read as:

“Base Financial Value : Tentative Base Financial Value to be considered for financial bid evaluation is the approximate value (Rs. 407 Lakh) of the total cost of deployment of personnel as contained in Section-V : Scope of work and Schedule of Housekeeping Services for the year which includes the EPF @ 13% and the ESI @ 3.25% and excludes service charge @ 3.85%. It is calculated by multiplying the number of total mandays by minimum wages and adding the EPF & ESI as mentioned above . ”

6. Revision in Base Financial Value and Total Tender Value: (Ref: Clause 5.10 – Annual Expenditure on Wages, Section-V: Scope of Work and Schedule of Housekeeping Services and annexure-VI)

The Base Financial Value specified in the uploaded tender document and GeM Portal as ₹477 Lakh is hereby revised to ₹407 Lakh. The total tender value, inclusive of EPF @13% and ESI @3.25% is revised as shown in the following table:

Category	No. of Employee	Daily wages per employee	Total daily wages	Total wages/year	EPF @13%	ESI @ 3.25%	Total/ Base Value
Highly skilled	1	918.00	918.00	3,35,070.00	43,559.10	10,889.78	3,89,518.88
Skilled	18	781.00	14,058.00	51,31,170.00	6,67,052.10	1,66,763.03	59,64,985.13
Semi- skilled	29	650.00	18,850.00	68,80,250.00	8,94,432.50	2,23,608.13	79,98,290.63
Un-skilled	112	556.00	62,272.00	2,27,29,280.00	29,54,806.40	7,38,701.60	2,64,22,788.00
Total							4,07,75,582.63

Therefore, Clause 5.10, Annexure-VI and wherever in the tender document should be read as:

“Estimated Total Wages of all categories including only EPF and ESI is Rs. 4,07,75,582.63 and excluding service charge and GST”

7. Qualification of Carpenter and Painter: (Ref: Clause 5.11 – Qualification of Personnel Deployed, Section-V: Scope of Work and Schedule of Housekeeping Services and GeM Portal)

The qualification requirement for Carpenter and Painter is hereby revised. The minimum qualification shall be 10th Standard Pass with 3–5 years of relevant experience.

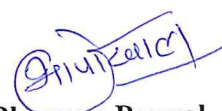
Therefore, point regarding Criteria for appointment of Carpenter and painter should be read as:

“Minimum Xstandard passed with 3-5 years of experience in similar field.”

Note:

1. All other terms and conditions of the original bid document remain unchanged.
2. This corrigendum shall be read as an integral part of the tender document and shall be applicable to GeM Bid No. GEM/2026/B/7969496 dated 27.08.2026.
3. In case of any discrepancy between the provisions of the originally uploaded tender document and this corrigendum, the revised provisions contained herein shall prevail to the extent of the amendments mentioned above.
4. For any queries related to this corrigendum, bidders may refer to the GeM portal and the tender document.
5. In the event of any discrepancy, contradiction or variation between the provisions contained in the uploaded Tender Document or displayed on the GeM Portal, and the provisions of this Corrigendum, the provisions of this Corrigendum shall prevail and supersede the corresponding provisions of the Tender Document and the GeM Portal, to the extent of such discrepancy, inconsistency, contradiction or variation.

Email: estate.lbsnaa@nic.in


Dr. Bhawana Porwal
 Associate In-charge, Estate