

ವಾಯವ್ಯ ಕರ್ನಾಟಕ ರಸ್ತೆ ಸಾರಿಗೆ ಸಂಸ್ಥೆ  
ಉಗ್ರಾಣ ಮತ್ತು ಖರೀದಿ ಇಲಾಖೆ  
ಕೇಂದ್ರ ಕಛೇರಿ, ವಿಭಾಗೀಯ ಕಾರ್ಯಾಗಾರದ ಆವರಣ,  
ಗೋಕುಲ ರಸ್ತೆ, ಹುಬ್ಬಳ್ಳಿ-580 030.



**NORTH WESTERN KARNATAKA ROAD  
TRANSPORT CORPORATION**  
Controller of Stores and Purchases  
Central Office, Divisional Workshop Premises  
Gokul Road, HUBBALLI - 580 030.

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No. NWKT/CO/HBL/COSP/949

Date: 23/01/2024.

To,  
M/s.

Enquiry No: 21 Date: 23/01/2024.  
Closing Date: 29-01-2024 up to 17.30 Hrs.  
Opening Date: 30-01-2024 @ 12.00 Hrs.

Sir,

Sub: Offer for providing of 02 Application Developers and 01 Software Engineers to  
NWKRTC.

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We request you to quote your lowest rates of Service charges in the Percentage and amount (in Rs. Ps. per month) for Providing 02 Application Developers and 01 Software Engineer to NWKRTC Central Office Hubballi for a period of 03 months commencing from 01-02-2024 the terms & conditions mentioned below.

The sealed quotations duly superscribed with Enquiry No. & Date may be sent to the Office of the Controller of Stores and Purchases, NWKRTC Stores and Purchase Department, NWKRTC Hubballi Workshop Premises, Gokul Road, Hubballi-580030 on or before 29-01-2024 up to 17.30 Hrs.

The Billing Amount to the NWKRTC by the successful bidders as well as the specimen Copy of format for submission of quotation is as follows:

A. Billing Amount to the agency, excluding the service charges.

Sl. No.	Description	Application Developers Rs. Ps	Software Engineer Rs. Ps.
1	Gross to the Candidate	41500.00	21000.00
2	(Plus) PF Employee Contribution @ 12% on Gross	1800.00	1800.00
3	(Plus) Professional Tax	200.00	200.00
4	Net take home to candidate	39500.00	19000.00
5	(plus) PF Employee Contribution @ 13% on Gross	1950.00	1950.00
6	Total Amount	43450.00	22950.00

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Controller of Stores & Purchases

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B. specimen Copy of format for submission of quotation:

Sl. No.	Description	Application Developer Rs. Ps	Software Engineers Rs. Ps.
7	(Plus)___ % *of Service Charges over the total amount at Sl. No.6 above	Service charge amount to be quoted by the bidder*	Service charge amount to be quoted by the bidder*
8	GST@18% or applicable as per Govt. Amendment		
9	Total Billing Amount Per Candidate		

Note: \* are to be quoted by the bidders. In case of difference between the percentage of service charges and the amount of service charges, the % will be considered.

C. The details of basic pay, Allowances, Total Remuneration, EPF Employer Share, ESI Employer share & Total Amount per person per month:-

Sl. No.	Description of Service	Gross to Candidate	PF Employee Contribution @ 12% on Gross	ESI Employee Contribution @ 0.75% on Gross	Professional Tax	Net Take Home to Candidate
1	Software Engineer	21000.00	1800.00	NIL	200.00	19000.00
2	Application Developer	41500.00	1800.00	NIL	200.00	39500.00

TERMS AND CONDITIONS :-

The Agency should have competent, well-qualified and experienced manpower to handle and manage Hardware & Networks, databases (Oracle/MySQL/MS-SQL Server etc.), front end (dot net, oracle forms and reports, php and java) Operating Systems like Windows & Linux and other software of NWKRTC.

NWKRTC will pay total remuneration to the agency including employer's share of EPF on Basic pay, EST on the total remuneration. The Agency shall deduct at source towards employee's share of EPF on Basic pay, ESI on the total remuneration, Professional tax applicable and shall remit the home salary to the individual bank account in the name of the concerned personnel through e-payment.

The Engineers deputed by the agency should be under the establishment rolls of the agency itself and the leaves, payment of salaries should be regulated by the agency itself.

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The contract engineers provided by the agency shall not have any right to claim appointment in NWKRTC or its sister organization.

1)	Prices	Prices are net inclusive of all taxes & charges.
2)	GST	18% on total remuneration+EPF+ESI or applicable as per Govt. amendments.
3)	Scope of work, Educational & Technical qualification, General terms & conditions	As per enclosed ANNEXURE-A.
4)	Distribution List	The above mentioned different categories of Software Engineers are to be provided to NWKRTC/Distribution List furnished by the Systems Department.
5)	Payment Terms	100% payment during 1 <sup>st</sup> week of the month on the satisfactory service of the previous month and Satisfactory Certification from Chief Systems Manager, NWKRTC.
6)	Period of Contract	The Contract will be for period of 03 months i.e. from 01-02-2024 to 30-04-2024.

The Chief Systems Manager, NWKRTC Central Offices, Hubballi for information & necessary action.

Enclosure : Annexure-A.

## ANNEXURE-A

### 1) SPECIFICATIONS AND REQUIREMENTS

NWKRTC is a passenger transport Corporation is operating 4505 schedules with a fleet strength of 4783 with manpower of 22351. NWKRTC has 9 Divisions, 55 Depots, 174 Bus stations, 1 Regional Workshop, 1 Hospital and a 1 training centre located at different places within Karnataka State.

In order to improve its operational efficiency for providing better service facilities to the commuters and to have a hi-tech working system at its offices like, Corporate Office, Divisional office, Depot, Bus Station, Workshops etc., NWKRTC has computerized the following activities.

- a) Depot Computerization System
- b) Electronic Ticketing Machines
- c) Leave Management System.
- d) Online Recruitment System
- e) Driving Test Automation
- f) Pay Roll, PF and VPF
- g) Default software
- h) Material Management and Inventory Control
- i) Profit Plus
- j) Depreciation software.
- k) Form-4 software
- l) Duty Allocation software.
- m) Development of New application.
- n) Hardware maintains
- o) LAN and Networking

In order to maintain the computerized activities efficiently, NWKRTC requires skilled personnel in the following areas.

- a) Software Engineer
- b) Senior Database Administrator
- c) Application Developer

### 2) Educational and Technical qualifications:

- a) Software Engineer
  - MCA or MSc in Computer Science or Bachelor of Engineering in Computer Science/Information Science/Electronics and Communications/ Instrumentation technologies/B.Sc. in Computer Science or BCA or Diploma in Computer Science/electronics with sufficient knowledge in software development /maintenance / support.
  - Through knowledge on Windows and Linux environment.

- Knowledge in installation, configuration, up gradation and maintenance of Oracle/MySQL/ MS SQL Server
- Capable of planning, processing and performing all jobs in an efficient manner.
- 1 year experience in IT activities and Hardware's.

b) Application Developer

- MCA or MSc in Computer Science or Bachelor of Engineering in Computer Science/Information Science/Electronics and Communications/Instrumentation technologies/BCA with Sufficient knowledge in software development/ maintenance / support.
- Developing software solutions to meet NWKRTC needs.
- Creating and implementing the source code of new applications.
- Testing source code and debugging code.
- Evaluating existing applications and performing updates and modifications.
- Developing technical handbooks to represent the design and code of new applications.
- Experience in Applications design & software development.
- Thorough knowledge on Windows and Linux environment.
- Should have experience in developing related to projects using Oracle forms and reports/.NET frame work/php/HTML5/Java/CSS etc for Windows.
- Capable of documentation throughout the development process.
- Good communication and team-working skills.
- Should have a minimum of 5 years experience in above field.

3) DUTIES & RESPONSIBILITIES OF THE CONTRACT EMPLOYEES:-

a. Software Engineer

- Installation of Operating System, RDBMS and any other utility software.
- Installation and maintenance of DCS/concerned application software,
- Taking backups regularly of all applications.
- Offer guidance to the data-entry staff in respect of data entry and proper usage of Computers and application software.
- Collecting the required information (IT related) from depots/divisions.
- Hardware and networking maintenance.
- Any other work assigned by higher officers / officials of NWKRTC.

b. Application Developer

- Installation and maintenance of applications.
- Development of adhoc Forms/Reports as per the requirement,
- Understand NWKRTC requirements and how they translate in application features.

- Write high quality source code to program complete applications within deadlines.
- Perform unit and integration testing before launch.
- Conduct functional and non-functional testing.
- Troubleshoot and debug applications.
- Evaluate existing applications to reprogram, update and add new features
- Tuning the application during development.
- Documenting code consistently throughout the development process by listing a description of the program, special instructions, and any changes made in database tables on procedural, modular and database level.
- Responding promptly and professionally to debug forms/reports.
- Assisting units in deployment of the software updates.
- Training the Systems Personnel at various units on the usage of the application software.
- Any other work assigned by higher officers / officials of NWKRTC.

#### 4) GENERAL TERMS AND CONDITIONS:-

1. NWKRTC will pay total remuneration including employer's share of EPF on Basic pay, ESI on the total remuneration, GST @ 18% on total remuneration + EPF+ ESI and the service charges quoted by the Agency per month per personnel. (Applicable as per Government rules).
2. The rates of wages and the consequential revision in the statutory contribution on person's wages will be revised by NWKRTC from the date of statutory revision in minimum wages of the persons and in case of revision in the rate of GST, EPF, ESI by the Government, whatsoever may be the case. (Applicable as per Government rules).
3. The agency shall deduct at source towards employee's share of EPF @12% on Basic pay, ESI @ 0.75% on the total remuneration, I.T & Professional tax applicable and shall remit the take home salary to the individual's Bank account in time through e-payment based on No. of days worked in the particular month. (Applicable as per Government rules)
4. EPF and ESI contributed by NWKRTC as employer's share, EPF and ESI deducted from the employee's salary as employee's contribution, Service Tax (GST) and Professional Tax, Income Tax (TDS) shall be remitted by the agency to the concerned authorities.
5. Agency shall be incorporated under the Companies Act of 1956 adhering to all State / Central Government laws / Acts under contract Labor Laws
6. Agency will obtain necessary specific License from the Labor Department / Inspector of Factories / Shops for undertaking service Contracts.
7. Agency shall comply with all terms / obligations including record maintenance as per Contract Labour (Regulation and Abolition) Act, 1970 and Employees Compensation Act, 1923 and applicable laws relating to the activities of the Second Party.

8. Agency shall furnish a copy of the license issued by the Labour Department under the Contract Labour (Regulation and Abolition) Act, 1970.
9. Agency shall be liable to the Orders / Notifications / Circulars with regard to contract labours under the different Labour Acts which have been notified by the Government.
10. Agency alone will be responsible for payment of contribution towards ESI/PF and other benefits as per Labour laws and the NWKRTC shall not be liable for any claims or disputes arising between Agency & its employees.
11. The personnel deployed by the Agency shall be covered under the Minimum Wages Act, ESI, PF and applicable Acts and Rules.
12. Agency shall be liable for action for any kind of violations in applicable laws.
13. The Agency will not do or permit to be done anything, which might cause any breach or infringement of the laws and regulations.
14. The Agency should supply the manpower within a fortnight time after the receipt of the Purchase Order.
15. Agency should provide skilled, sincere and dedicated staff with clear antecedents and ensure that the staffs possess prescribed qualification and experiences. It is the sole responsibility of the Agency to provide adequately skilled candidates required for discharging the expected duties. At any point of time, if NWKRTC concludes that the candidate is failing below the standards, NWKRTC reserves the right to insist for replacement of those personnel, failing which penalty will be levied as per Penalty clause.
16. The NWKRTC will give a list of duties and responsibilities to the persons taken on contract through the agency, which may change according to the needs as and when arise.
17. The candidate should be of 21 years or above and be well versed in Kannada and English.
18. The Agency shall conduct a preliminary interview and submit the shortlisted resumes to NWKRTC and NWKRTC will conduct skill test at its Corporate Office.
19. The result of the interview of the resource conducted by NWKRTC will be intimated to the Agency.
20. This appointment through Agency shall not be considered as an appointment in any regular scale of pay or shall not be intended to give rise to any claims whatsoever as to appointment on permanent basis etc., in NWKRTC.
21. The Agency shall submit to NWKRTC the personal details such as names of parents, address (temporary and permanent), telephone number, Aadhaar number, e-mail of the deployed candidate along with xerox copies of educational qualifications(duly verified) and offer letter for record.

22. The Agency shall maintain personal register of each employee. It will be the sole responsibility of the Agency to verify the antecedents of the manpower engaged by them.
23. The Agency or employees engaged by them shall not carry any hazardous explosives, ammunition or engage in any anti-social activities and NWKRTC shall not assume any responsibility or liability for violations of the Law.
24. The staff engaged by the Agency should be courteous, well mannered and with clear antecedents. The staff deployed should strictly adhere to NWKRTC protocols. If any deviations noticed in this regard, NWKRTC has the right to insist for replacement of those personnel.
25. Staff deployed by Agency is required to work beyond office hours in case of exigencies. They are required to work on general holidays also, if situation so demands. The staff deployed should be accessible all the time and provide 24X7 supports.
26. In the event of default on part of the Agency to provide requisite number of staff during the period of contract, the contract will be terminated and entrusted to another agency/ firm at the risk and cost of the defaulting Second Party.
27. The Agency shall not change the staff frequently. If any change happens without NWKRTC's consent, attendance will not be given and no payment will be made to the Agency towards the salary of that resource.
28. If any person deputed by the Agency wants to quit the job, he/she should intimate NWKRTC and the agency 30 days in advance. It is the sole responsibility of the Agency to arrange alternate personnel in his/her place for knowledge transfer before he/she leaves the job. Agency shall ensure that existing personnel will however continue till new resource is provided.
29. Any unauthorized absence of any resource beyond 7 days without bringing to the notice of NWKRTC will be deemed to be a resignation of the resource from the services and no payment will be made to the agency towards the salary of the resource for that month.
30. NWKRTC shall have the right to instruct in writing to the Agency to remove / replace any person engaged for rendering services on account of misconduct or not found co-operative or found not suitable to the work or does not turnout the expected quality work or unfit otherwise. Such persons cannot be re-deployed by the Agency for any other work of NWKRTC without the specific permission of NWKRTC.
31. If at any point of time during the currency of contract, NWKRTC finds that the services rendered by the agency are found unsatisfactory, it will be at liberty to obtain the services from alternative source at the risk and cost of Agency.
32. NWKRTC will not provide any residential or transport facility to the resources deployed by the firm.



33. NWKRTC would decide on deputing the outsourced personnel to any of the places for attending to the duties. In such cases, NWKRTC will issue duty pass / movement order to travel in specified class of services operated by NWKRTC and they are not eligible to claim any expenses from NWKRTC.

34. In case of any accidents/injury to their engineers of the Agency during the contract, NWKRTC is not liable for any sort of compensation.

35. The personnel are employees of Agency and will be subject to their overall control and superintendence and they are not subjected to any rules, regulations and service conditions of the NWKRTC.

36. The Agency shall be liable for any loss / damage, delay or acceptance of whatsoever nature whether direct or indirect or which have occurred / resulted solely from the negligence, gross negligence or wilful default of the agency or their employees employed by them in connection with the contract.

37. The Agency shall be responsible for any act of theft / fraud committed by their staff, during the currency of contract.

38. If the Agency fails to meet the obligations under any reasons within the control of Agency, the NWKRTC may give notice to Agency requiring them to rectify/ remedy it as soon as practically possible. In the event that the Agency fails to rectify/remedy within two days, to the satisfaction of the NWKRTC, then NWKRTC shall be entitled to terminate the order with immediate effect by notice in writing at risk and cost of the Agency besides recovering from payable service charges.

39. Any notice to be given by either party to the other party shall be in writing may be sent by e-mail, Fax, registered post or by personnel service with due acknowledgment.

40. The Agency shall ensure that none of its internal issues with its employees affects the smooth running of the contract and the Agency shall be liable to indemnify all such losses/inconvenience caused to NWKRTC due to internal issues of the Second Party.

41. The employees engaged by the Agency will be entitled for only Gazetted Holidays declared by NWKRTC and a casual leave of one day for every month, totalling to 12 days per annum. No casual leave shall be accumulated beyond one year. Any other types of leaves will not be applicable to these employees and shall be subject to exigencies.

42. The staff supplied by the Agency shall perform their duties diligently and maintain due secrecy in respect of confidential information which he may come to know in the course of their duties.

43. The manpower engaged by the Agency shall at all time take steps to ensure and protect the interest of NWKRTC and render professional services with utmost integrity, interest, honesty, devotion and diligence.

44. The Agency shall provide the following details along with the invoice claiming manpower charges for the month on or before 3rd of succeeding month:

- (1) Attendance sheet and work dairy of all the resources duly signed by their reporting officer in NWKRTC.
- (2) Statement showing the salary to be paid for each of the resources based on attendance, duly indicating the Basic, Allowance, EPF and ESI, Service Charges, GST, Amount to be paid to the agency, PT, TDS and net amount to be paid to the resource.
- (3) Documentary proof of previous month salary remittance i.e. copy of bank statement certified by the concerned bank.
- (4) Proof of having deposited the PF and ESI (both employer and employee contribution) for the previous month to the appropriate authorities. Copies of ECR & Form 12A submitted to the Employees Provident Fund Organization.
- (5) Proof of having paid the Professional Tax deducted from the salary of employees for the previous month to the concerned department.
- (6) Proof of having credited the GST claimed in the Invoice for previous month and paid by the Client to the Government.
- (7) Proof of having credited the TDS amount if any deducted from the salary of employees for the previous month to the Income Tax Department. Documents must include names of only those employees deployed in NWKRTC under the contract. Non-submission of above documents shall lead to disallowing of further payments to the agency.

45. The Agency should disburse the take home remuneration to the resource deployed to NWKRTC on or before 7th of succeeding month without fail, through electronic clearing system (ECS) only as per the payment of Wages Act 1936 and shall enclose copy of Bank statement along with the bill. This is mandatory. Non disbursement of salary to the resource before 7th of the succeeding month due will attract a penalty of 2% of the total bill amount submitted for payment. If the defect of non-payment of salary within the stipulated time is not rectified by the end of the particular month, then the bills for the succeeding month will be withheld unless the Agency produces proof of payment of salary for the preceding month. If the defect is still not rectified before 7<sup>th</sup> of succeeding month (2<sup>nd</sup> month), then NWKRTC reserves liberty to terminate the contract with immediate effect besides recovering from the payable Service charges.

46. The Agency shall be liable to make payment to all the deployed personnel and shall comply with the labour laws. If NWKRTC is held liable as principal employer to pay compensations / contributions / less payment of wages etc, under any Act or court decision in respect of the employees deputed by the Second Party, then the Agency shall reimburse such amounts to NWKRTC besides compensating for the loss / damage cost to NWKRTC.

47. The Agency shall solely responsible for payment of salary, contribution to Provident Fund, ESI, GI, PT, GST etc. within the prescribed time period as per relevant laws. NWKRTC will not be responsible for non-payment of any of the amount to the personnel deployed by the agency. Proof of such payment to be furnished to the CAO-FA, NWKRTC for records, failing which the invoice of the Agency will be withheld.

48. Every effort would be made to ensure that the payment to the Agency is made within 15 days of the submission of the Invoice which should be complete in all respects and supported by the documents as detailed above. Incomplete invoice and those not supported by stipulated documents will be returned for compliance before payment. Under such circumstances, the Agency shall be solely responsible for any delay. Any delay in payment of the invoice provided by the Agency shall not be an excuse for making delayed payment to the staff regularly by the stipulated time. The Agency should have ample financial resources to meet such exigency for a period of at least two months.

49. The total remuneration will be calculated on the basis of the number of days of actual deployment.

50. Accounts department of NWKRTC to deduct income tax and other taxes as applicable and as per the existing rules, Act(s) and notification from time to time while making payment to the agency.

51. The Agency shall pay the monthly remuneration to the deployed staff as per the pay structure indicated in the Work Order/Agreement, after deducting the statutory deductions like PF & ESI (employee contribution), Professional tax etc.

52. The Agency shall furnish pay slips to all its employees every month indicating the take home remuneration and statutory deductions.

53. The Agency must provide EPF numbers and ESI Cards, duly activated, to all the deployed manpower. The Agency should also ensure that EPF statements to the deployed manpower are provided immediately after the financial year closing.

54. The Agency shall issue a Service Certificate to every employee whose services have been terminated for any reason.

55. The Annual statement of accounts in respect of each personnel as issued by the Regional Provident Fund Commissioner and ESI shall be furnished to each of the personnel with copy to NWKRTC.

56. The Agency agrees that the Contract employees provided by the Agency shall not in any way be considered First Party Employees and shall not be eligible for any of the benefits that are available to First Party employees such as maternity leave, medical reimbursements, accident benefits, benefits under Workmen Compensation Act etc. at any additional cost to First Party.

57. The Agency shall be liable to the Orders/Notifications/Circulars with regard to contract employees under the different labour Acts which have been notified by the

Government.

5) PERIOD OF CONTRACT:-

- a) The contract will be period 03 months from 01-02-2024.
- b) The contract can be terminated by either party on three month notice.

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Controller of Stores & Purchases