

Annexure A – Commercial Rate of Outsourced Manpower

Sr. No	Category	Designation	Manpower with Qualification	Basic (p.m)	DA (p.m)	Allowances (p.m)	Total	Statutory benefits (Rs.)	Total Rate	Service Charge (0.10%)	Final Bill
							p.m.	(on H)	(p.m)	(p.m)	
A	B	C	D	E	F	G	H (E+F+G)	I	J (H+I)	K	L (J+K)
1	NA	Clerk/ Accountant/ Executive Assistant	Post Graduate in Commerce with First Class from recognized University having knowledge of computer & Correspondence with at least 1 Year of experience in Accounts/ Office Work	7888	0	2340	10228	2197	12425	12.42	12437
2	NA	Office Assistant	BCA / Diploma in Computer / IT with First Class with at least 1 Year experience	7888	0	1300	9188	2147	11336	11.33	11347
3	Skilled	Data Entry Operator	Computer Operator – Graduate with First Class having Typing Certificate from Recognized Institute/ ITI	7618	770	0	8388	2218	10605	10.61	10,616
4	Semi-Skilled	Helper/ Peon	10+2 pass having knowledge of operating Office Equipment	7384	770	0	8154	2156	10309	10.31	10,320
5	Unskilled	Security Guard	Security Guard	7176	770	0	7946	2101	10046	10.05	10057
6	Semi-Skilled	Driver	Driver (minimum 10 th pass)	7384	770	0	8154	2156	10309	10.31	10,320

* Service tax at applicable rates would be paid extra

P.F.	13.36%
Bonus	8.33%
ESIC	4.75%

Seal of the Company: w.e.f : 01.04.2017



(Signature)
Authorized Signatory – GIL: