



National Highways Authority of India
(Ministry of Road Transport & Highways, Government of India)
Project Implementation Unit, Myanmar
67th street, between 105th street and 106th street,
Chan Mya Thar Si Township, Mandalay Region, Myanmar
Tel. No. +95- 7130478 Email Id: piumyanmar@nhai.org



NHAI /PIU-Myan/NIQ/2025/2608

Date: 14.02.2025

Subject: -Upgradation of Yagyi -Kalewa section (Milepost 40/0 to Milepost 115/5) in Myanmar to two-lane with Earthen Shoulders- Engagement of Manpower supply agency- reg.

The NIQ for the subject project work is hereby invited with terms and conditions for experienced firms/organizations. Only, scanned copies of documents are required to submit through email or physically. The last date for submission of the Quotation is 25th Feb 2025 (up to 1500 hrs.). The submitted quotation shall be opened 15:30 hrs on 25th Feb 2025.

Scope of Work

Facilitator shall provide qualified, trained, and disciplined manpower as per the table given below as per terms and conditions and Annexure -I enclosed. The employment of these manpower will be with the facilitator as he is a service provider.

| SI No. | Category | No of Post | Minimum Educational Qualification | Maximum Salary (INR) |
|--------|-----------------------------|------------|---|----------------------|
| 1 | Accountant | 01 Nos. | Graduate in Accounting/Business or Graduate cum LCCI (London Chamber of Commerce) Min. Level 2 Certification. 3 Years' Experience in Accounting. | 40000/- |
| 2 | Stenographer Cum Translator | 02 Nos. | Graduate or 10+2 with 5 years' experience. Translator Burmese to English. Stenograph Certificate Good working knowledge of MS office. | 45000/- |
| 3 | Peon | 02 Nos. | 10 th Standard Qualified. | 18000/- |
| 4. | Sweeper | 01 No. | No Education Qualification required. | 8000/- |
| 5 | Chowkidar/ Security Guard | 3 Nos | No Education Qualification required. | 18000/- |

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For any clarification, the PIU Myanmar office may be contacted.

PIU Myanmar


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67th street, between 105th street and 106th street,

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Thanking You,
Yours Sincerely,


(Gulam Qadir)
-Project Director
PIU - Myanmar

National Highways Authority of India

Copy to:

- (i) CGI, Mandalay, it is requested to please upload the NIQ on CGI Mandalay, web portal.
- (ii) DG, MOC, it is requested to please upload on web portal.
- (iii) RO-Guwahati.
- (iv) NHAI, Web admin, requested to please upload on web portal.

GENERAL TERMS & CONDITIONS

1. Scope of Services:

- (a) The scope of services includes the following:

The provision for manpower is mentioned under Scope of Works for NHAI (Representative Office), Mandalay. The agency will provide additional manpower as and when requested.

2. Contract Terms and conditions:

- (a) The contract term shall be two (02) years starting from the date as agreed and signed in the contract. There will be no cost escalation during the next year's contract period unless there is a change in tax structure or government policy on minimum salary.
- (b) The manpower should possess minimum education qualification as mentioned the scope of work.
- (c) The security company would furnish information about its other clients including period and type of service rendered in broad terms.
- (d) The Company should agree to provide details of salary, gratuity, allowances, leave etc., its registration, licence etc. The Company, who is providing better service conditions to the manpower, would be preferred.
- (e) The service provider should agree and be able to provide a choice of persons three times our requirement to interview and choose from.
- (f) The Service Provider is to note that security agencies/companies must have proper licenses to provide manpower and paid wages that are in line with the prescribed wages under local laws.
- (g) The service provider is required to exercise firm control over the conduct of his personnel at the NHAI. The provider shall immediately dismiss any person whose continued employment thereon is undesirable in the opinion of NHAI. The service provider should have a system of undertaking supervisory checks of the functioning of manpower.
- (h) The NHAI (Representative office) shall make payment to the service provider on satisfactory completion of services for a particular month. The bill for the services shall be submitted in the first week of the following month along with a copy of the attendance sheet and receipt of payment of wages to manpower deployed by the Servicer Provider. The payment will be made through bank transfer/ cash.
- (i) The service provider shall pay the full wages to the manpower quoted in their bid. In case of any deviation to this, the contract will be terminated with immediate effect.
- (j) The agency, at its own expense, arrange for safety provisions as per rules, regulations, and laws as applicable in respect of all manpower provided by the agency.


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- (k) The personnel deployed by the Service Provider shall not be treated as employees of the NHAI in any manner whatsoever or under any condition whatsoever.
- (l) The Service Provider shall be responsible for all acts of commission, and omission on the parts of its personnel deployed and it shall take such preventive measures and precautions as may be deemed necessary for the safety of the personnel/property/materials contained in above mentioned premises.
- (m) The Service Provider hereby indemnifies and shall keep NHAI indemnified against all acts of omission or negligence, dishonesty, or misconduct of the manpower engaged by the company at PIU Myanmar office. NHAI shall not be liable to pay for any damages or compensation to such person or to a third party. The Service Provider shall at all times indemnify NHAI against any claim whatsoever that would arise under any statutory notification thereof or otherwise in respect of any damages or compensation payable as a consequence of any accident, death, or injury sustained to personnel/employees engaged by Service Provider, which may arise out and in the course of their duties in NHAI nor shall be liable to pay damages or compensation to such persons or to third parties.
- (n) The successful Bidder should not sub-contract any part of the Scope of work to be undertaken by them without written permission from the NHAI. The bidder to whom the contract is awarded is solely responsible to the NHAI for the completion of the awarded contract.
- (o) In case of any dispute, the decisions of the NHAI shall be final.



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Annexure- I

Financial Quotation for engagement of Manpower supply agency in Myanmar.

| Sl. No. | Description of work | % Services Charges excluding commercial tax and taxes |
|---------|--|---|
| (1) | Facility Services of PIU Myanmar office, Mandalay. (Providing Manpower viz. Stenographers cum translator, Accountant/ Peon/ Chowkidar/ Security Guards, Sweepers) for two years. | |

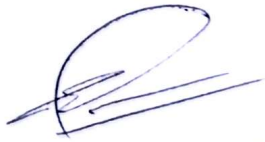
I, the undersigned do hereby undertake that our firm is agree to abide by this quotation.

(Signed by an Authorized Representative of the Firm)

Name of the Representative

Name of Firm

DATE


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