

भारतीय खेल प्राधिकरण
SPORTS AUTHORITY OF INDIA
बिशेष क्षेत्र खेल केन्द्र
sag.gidhaur@gmail.com
SPECIAL AREA GAMES CENTRE
गिद्धौर, जमुई, (बिहार)
GIDHAUR, JAMUI, BIHAR



दुरभाषा/ फ़ैक्स :- 06348-251172
Telephone/ Fax:-06348-251172
Email no:-

NOTICE INVITING TENDER

Sealed tenders are invited for “Providing comprehensive Security services at SAI (Sports Authority of India, Special Area Games Centre, Gidhaur of SAG Centre, Gidhaur)”. Tender document will be available for Sale between 10.00 hrs to 13.00 hrs on all working days from 17-07-2017 to 07-08-2017 For further details, please visit our website www.sportsauthorityofindia.nic.in.

(NAND KISHOR PRASAD)
CENTRE IN-CHARGE
SAI SAG CENTRE, GIDHAUR

भारतीय खेल प्राधिकरण
२५११७२
SPORTS AUTHORITY OF INDIA
बिषेख क्षेत्र खेल केन्द्र
sag.gidhaur@gmail.com
SPECIAL AREA GAMES CENTRE
गिद्धौर, जमुई, (बिहार)
GIDHAUR, JAMUI, BIHAR



दुरभाश/ फ़ैक्स :- ०६३४८.

Telephone/ Fax:-06348-251172

Email no:-

SAI / SAG/ Gidhaur / Security Tender /2017-18/ 99

Date: - 12/ 07/ 2017

To,
The Assistant Director (Media Division & ICC)
Sports Authority of India
J.N. Stadium Complex
East Gate, Lodhi Road,
New Delhi:- 110003

Sub: - Out sourcing of Security service Tender of SAI SAG Centre Gidhaur for the year-2017-18.

Sir,

With reference to the above, I inform to you that, tender for Out sourcing of Security service of this centre through the Notice and our Regional Email ID saieccal@rediffmail.com in the following procedure.

1. Purchase of Tendered document from this office -17-07-2017 to 07-08-2017
2. Last date for submission of tender by the Tenders - 08-08-2017 (Up to 15.00 Hrs)
3. Opening of tender (Technical and Financial Bid) – 08-08-2017 at 15.30 Hrs

This is for your kind information and necessary action please.

Yours faithfully

(NAND KISHOR PRASAD)
CENTRE IN-CHARGE
SAI, SAG Centre, Gidhaur
Jamui (Bihar)

Copy to: - The Director SAI, NSEC, Salt Lake City, Kolkata-98

----- This is for your kind information please.

(NAND KISHOR PRASAD)
CENTRE IN-CHARGE
SAI, SAG Centre, Gidhaur
Jamui (Bihar)



SPORTS AUTHORITY OF INDIA
SPECIAL AREA GAMES CENTRE
GIDHAUR, JAMUI, BIHAR – 811305.

Cost of Tender form Rs. 500/-(Five Hundred only)

***TENDER DOCUMENT FOR SECURITY SERVICE AT SAI SAG CENTRE
GIDHAUR, JAMUI, BIHAR***

Tender No.

Last date & Time of Sale of Tenders:- 07-08-2017 at 1300hrs.

Last date of Receipt of Tenders:- 08-08-2017 at 1500hrs

Date & Time for Opening Tender:- 08-08-2017 at 1530 hrs

1. Invitation of Bids.

1.1 Sports Authority of India, Special Area Games Centre, Gidhaur, Jamui, Bihar-811305, on behalf of Director, SAI, NSEC, Kolkata invites sealed Tenders from reputed and registered agencies / firms with minimum three years experience in the field preferably in Government Organization/PSUs/Large industries/Corporate Houses for providing comprehensive security cover to two numbers of sensitive points identified sensitive points **as per appendix-I** including monitoring of incoming and outgoing movement of staff, outsiders and suppliers of goods/equipment, vehicles and safety of Land & Building including furniture fixture & equipment etc. for a period of 1 (one) year commencing from/**date of issue of work order .**

1.2 The bidders are required to accept all terms & conditions mentioned in the Tender Document. **SAI reserves the right to reject any or all offers without assigning any reason.**

1.3 It is the responsibility of the bidders to read all terms & conditions of the Tender Document before filling the tender. **Incomplete Tender Documents or bids are liable to be rejected.**

1.4 The **Security Agency should have necessary certificate from private Security Regulatory Authority under the Home Department, State/Central Government.**

1.5 Tenders received after the due date and time will not be entertained.

1.6 SAI also reserves the right not to accept the lowest tender, for its functioning.

1.7 Bid once made cannot be withdrawn/ altered. SAI also reserves its right to modify /amend/add the contract and issue notification from time to time which shall be binding.

2. EARNEST MONEY DEPOSIT (EMD).

Offer for Security contract must be accompanied by a **Bank draft of the Nationalized Bank for Rs. 25,000/- (Rupees twenty five thousand only) drawn in favour of the SAI SAG Centre** payable at **Gidhaur** as Earnest Money, which will be refundable in due course to the unsuccessful bidder, however , the same will not carry any interest.

OFFERS NOT ACCOMPANED BY THE REQUIRED EMD WILL BE REJECTED. Offer submitted with in- complete information will not be considered under any circumstances.

The earnest money of the successful bidder is liable to be forfeited if the bidder does not fulfill the following terms and conditions:-

- i) The successful bidder shall take over the security arrangements within fifteen days from the date of receipt of letter conveying the acceptance of offer.
- ii) An agreement will be executed within fifteen days from the receipt of draft contract along with a **Bank Guarantee of Rs...../- (Rupees.....only).**
- iii) **Deposit interest free security money (10% of contract value) within stipulated timeframe,** which will be refunded after expiry of the contract, subject to any necessary and valid deductions as per tender documents.

If the tendered commits any breach of terms & conditions as laid down in tender documents the EMD/Security Deposit shall be forfeited without prejudice to other rights and legal remedies as available under law.

If the allotment is found to be obtained by any misrepresentation, obtained by any misrepresentation, concealment, suppression of any material facts by the tenderer, the allotment shall be canceled. In addition the entire money deposited by the tenderer shall be forfeited and legal action for such misrepresentation, concealment and suppression of materials facts shall be taken.

The earnest money of the successful tenders will be refundable after completion of the above mentioned formalities/tender process.

The EMD/ Security would be forfeited in case the information furnished is found to be incorrect / misleading with regard to any fact.

3. Schedules of Tender

3.1 The Tender Document will be available for sale on & from..... to..... between **11.00 hrs to 13.00 hrs** on all working days from **Cash section** of Sports Authority of India, Special Area Games Centre, Gidhaur, Jmaui, Bihar .The intended bidders may purchase the same from the Office of Sports Authority of India, Special Area Games Centre, Gidhaur, Jmaui,Bihar – 811305 by making payment of **Rs. 500/-(Rupees Five hundred only)** through A/C Payee Dement Draft/Pay Order drawn in favour SAI SAG Centre, GIDHAUR

Bidders who downloads the tender documents from our website are also required to pay Rs. 500/- (Rupees Five hundred only) in the form of Separate Demand Draft/Pay Order in Favour of SAI SAG Centre, GIDHAUR ,as cost of tender documents, In case the bid is received without the cost of tender documents , the same would not be considered.

3.2 Technical & Financial bids shall be received up toBy 1500 hrs. The technical bids will be opened onat 15.30 hrs.

3.3 The Financial Bid of only those bidders will be opened whose Technical bid are Accepted by the Communicated Authority. The date time and venue for opening of Financial Bids shall be communicated to the qualified bidders at a later date. **However, SAI reserves the right for not inviting the unqualified bidders while opening the financial bids.**

3.4 **Any tender received after the date and time given above will not be entertained under any circumstances.**

3.5 **The competent authority reserves the right to reject any or all tender without assigning any reason and shall not bind it self to accept any tender and reserve the right to call for fresh tender.**

4. PROCEDURE FOR SUBMISSION OF BIDS.

4.1 The Bids shall be submitted in four separate sealed envelopes as under:-

- a) Envelop A – Should contain the Bank Drafts (s) for the EMD along with details in (Annexure-I)
- b) Envelope B- Should contain the Technical Bid Document, (Annexure-II). Tender Document duly signed by the bidder on each page and all necessary documents to be submitted along with the Technical Bid.
- c) Envelope C- should contain the Financial Bid Documents (Annexure – III)
- d) Envelope D- Certified true copies of following documents to be annexed along with submission of bid documents.
 - Valid subsisting license.
 - Registration certificate of proprietorship concern/ incorporation certificates of partnership concers/company, dully registered copy of partnership deed /MOA of company.

- Authorization letter /Board resolution authorizing the person to make the application.
 - General Information of the Tenderer.
 - Details of work experience including security services certificate highlighting the necessary experience from the respective clients for the last 3 Years. Successful bidder should also submit all the above documents in original without fail within seven days of dispatch of notification otherwise SAI may cancel the bid and the bid security would stand forfeited.
- 4.2 All the four envelopes (i.e., envelopes A, B,C& D) should be submitted in one single envelope duly sealed, addressed to the Centre In-charge SAI SAG Centre,Gidhaur, Jamui. Bihar-811305, and **super scribed “Tender for Security Services at SAI Special Area Games Centre, GidhaurJamui, Bihar – 811305** The cover should also bear the name and address of the bidder including telephone number.
- 4.3 The bidder must put his seal and signatures on each page of the bid and also attest all cuttings or corrections etc., if any under his seal and signatures.
- 4.3 The bid duly completed in all respect should be inserted in a sealed box placed in the Office of Centre In-charge SAI Special Area Games Centre, Gidhaur Jamui, Bihar – 811305.**
- 4.4 The bidder who wish to submit bid duly completed in all respect by post will ensure that the same reaches to this office on or before due date and time given for submission of same . Bid received after due date and time as result of postal delay will not be considered under any circumstances.**

1. BIDDER QUALIFICATION

The bidder should have minimum **three years experience of providing comprehensive security cover in Govt. Organizations / PSUs/ Large Indusrties/Corporate Houses**. This includes Monitoring of incoming and outgoing of staff, outsider, suppliers, Vehicles, safety of grounds, building , furniture & fixtures and equipment etc. **The bidder should enclose satisfactory Security services certificate from the clients to whom security services have been provided during the last three years in support the experience.**

The minimum **annual turn over** of the agency should be **Rs. 5 lakhs** per annum during the last three preceding years.

The bidder should be competent to contract.

6. SCOPE OF WORKS

To provide comprehensive security cover to entire SAI , SAG Centre, Gidhaur, Jamui, Bihar -811305 Complex having two (2) identified sensitive points with monitoring of incoming and outgoing movement of staff, outsiders and suppliers of goods, equipment, Vehicles and safety of land, Building including furniture fixture equipment etc. at Sports Authority of India. Also to provide Security personnel in ceremonial dress during VIP visit and during any special event as may be required by the Dy. Director/Asstt. Director/ Centre In-charge or his representative from within the deployed security personnel.

7. Terms & Conditions of contract

- 7.1 The security Agency should have qualified and experienced Security Guard, having experience in security & fire fighting and fire fighting and fire prevention as per central Fire service rules preferably from Ex- servicemen category , specifying the number of security personnel on their rolls.
- 7.2 The agency **has to deploy at least 25% ex-servicemen as security personnel and the personnel so deployed both ex-servicemen and civilians should be below 50 years of age and medically fit.**
- 7.3 After award of security Contract, the security agency shall provide a list of staff along with police verification deputed by the agency at Sports Authority of India, Centre In-charge SAI Special Area Games Centre, Gidhaur, Jamui, Bihar – 811305 to the Centre In-charge in following format for records. The security agency will issue its own photo identity cards to its employees deployed in SAI offices for security purposes.
- i) Expanded Names**
 - ii) Father's Name (Expanded)**
 - iii) Educational Qualification**
 - iv) Ex-servicemen/civilian**
 - v) Age with date of birth(enclose proff)**
 - vi) Permanent Address (with authenticated proof)**
 - vii) Local Address (with authenticated proof).**
- 7.4 The security agency will provide comprehensive security cover in the complex round the clock. If required the security agency should be able to provide security personnel as per minimum wages act (within the said State) basis for SAI Centre located at Various State under Eastern Region.
- 7.5 The security staff shall check the identity cards of various officials, sports persons issued by the competent Authorities, and will not allow any unauthorized person to enter the premises covered under contact or any restricted areas. A visitor's register will be maintained near the reception/ Main gates for this purpose.
- 7.6 The security agency has not provide specially trained staff in uniform preferably ex-serviceman for protecting the senior executives/functionaries of the SAI from any unauthorized/objectionable activity or any untoward incident either from any SAI employees or outsider.
- 7.7 The security agency will cooperate with the watchman/chowkidars on the regular rolls of SAI for ensuring the complete safety of the SAI property equipment and belongings (including the property, equipment and belongings brought inside the stadium premises by any outsider or sport person).
- 7.8 The security agency will check and verify any isolated or any accompanied bag or package or article lying at any place in or immediately near/around the stadium premises, for ensuring that there is no damage or loss or property by any terrorist or disruptive activity.
- 7.9 For the purposes of clause No. 7.7& 7.8 above, the security agency will ensure that all gates and all doors and windows are properly closed after office hours and on all holidays so that no untoward activity can be carried out by anyone resulting in any loss to property or persons by any lapse and security.

- 7.10 In case of incoming outgoing stores at the Gate, the same will be checked for quantity or corroborated with challan /valid gate pass issued by the competent officer. A store register both incoming/ outgoing will be maintained at the gate and submitted to the Centre In-Charge SAI Special Area Games Centre, Gidhaur, Jamui, Bihar – 811305 at such intervals as may be directed.
- 7.11 To bring to the notice of Regional Director / Deputy Director/ Assistant Director /Centre In-charge SAI Special Area Games Centre, Gidhaur, Jamui, Bihar – 811305 or any other authorized person suspicious activity of any person noted during or after office hours on working and non-working day(s).
- 7.12 To report unusual happening, if any to the Deputy Director/Assistant Director/Centre In-charge SAI Special Area Games Centre, Gidhaur, Jamui, Bihar – 811305 or any other authorized person.
- 7.13 Beside security duties, the agency has to deploy security personnel in all the shifts who should have basic knowledge of fire prevention and handling fire fighting Appliances as per requirement of central fire services.
- 7.14 Security personnel deployed at the swimming pool must Know swimming.
- 7.15 The competent Authority reserves the right to direct security agency to remove any security staff for unsatisfactory performance and to provide substitute.
- 7.16 In case of theft, pilferage and otherwise loss or damage to stores and property in the premises covered under contract, the security agency will be fully responsible and shall make the losses /damages goods in financial terms as may be decided by the Director, Sports Authority of India , Netaji subhas Eastern Centre, Salt Lake City, Kolkata- 700098. The decision of Director in this regard shall be final.
- 7.17 The security staff deployed by the security agency shall ensure that the vehicles of the employees of SAI and visitors/players etc. enter the SAI Complex only after getting taken and are parked in the area marked for parking and ensure their safety and there should be no blockage. For this purpose reserved parking area for vehicles of SAI employees shall be marked and stickers may be issued for such vehicles by Centre In-charge SAI Special Area Games Centre, Gidhaur, Jamui, Bihar – 811305.
- 7.18 The security agency will familiarize itself with all the rules and regulations regarding the permission for use of sports facilities and sports grounds at different times of the day, and eligibility of sports persons/outsideers to use the same, and will ensure the same are carried out in an orderly manner.
- 7.19 The security agency will be responsible for preserving good order, discipline and decorum in and around the SAI Complex, on day to day basis, and also at the time of any special functions/events.
- 7.20 25% Security Guards including supervisory staff are to be rotated after three month to avoid claim of permanency.

- 7.21 The successful bidder should submit all documents in original without fail within a week of dispatch of notification, otherwise SAI may cancel the bid and bid Security shall Stand forfeited. shall furnish **security Deposit equivalent to 10% total value of the contract** within a week from the date of receipt of the letter awarding the contract. The security deposited shall not carry any interest. Failure to deposit on time, the allotment will be cancelled and EMD would be forfeited.
- 7.22 The security deposit can be forfeited by the Sports Authority of India in whole or in part if the services rendered are not up to the required standard as specified by the competent authority in case of breach of any terms and conditions of the bidding documents, without prejudice to other rights and remedies of SAI.

TERMS AND CONDITIONS PERTAINING TO SECURITY PERSONNEL

- 7.23 The Security personnel should be properly turned out during duty hours. The security staff deployed by the agency shall be provided proper uniform and kit by the security agency with name plates. The agency shall be responsible for providing rain coat, torch, whistle, beam light and other appliances required for maintaining the security of the Campus.
- 7.24 The security agency shall be solely responsible for observing and complying with all employment regulations, labour laws as applicable from time to time and laid down in the behalf in respect of all its employees (Ex-serviceman and civil Man) during the period of security contract including any additional obligations that may arise on account of the contract being performed at SAI premises.
- 7.25 The agency shall maintain all the details such as attendance register with timing, duty rosters, work sheets, consumable materials supplied and issued etc. and will submit to the centre In-charge SAI Special Area Games Centre, Gidhaur, Jamui, Bihar – 811305 or his designated officers as and when demanded.
- 7.26 The agency shall remain the only and principal employer of all the staff recruited and appointed by it. The SAI shall not be responsible for loss of job to any employees of the agency in case of expiry/ termination of the contract and employee/Staff/representative shall be the sole responsibility and borne by the contractor including any unforeseen accident/ incident /death etc.
- 7.27 Personal deployed for security service will no point of time discuss, convey their grievances or agitate in any manner with SAI Authority in or at the gates of the premises of Sports Authority of India, Special Area Games Centre, Gidhaur, Jamui, Bihar – 811305 in case of non-compliance an amount equivalent to their wages shall be deducted from the bill.
- 7.28 The agency will submit the bill for security services to the complex by the 5th of every month for the preceding month. The SAI will make the payment of the bill within 10 days from the date of receipt of the bill through a crossed cheque in favour of the agency after deducting TDS or any other applicable levies/ duties etc. as per rules.
- 7.29 **Further if any time of checking, any security staff is not found alert and attentive and/ or missing then by way of penalty the payment in respect of such number of persons for the day (calculated on the basis of minimum wages Act.) shall not be paid to the agency.**

- 7.30 The contract shall initially **for a period of One years** from the date of its commencement. The contract may at the sole discretion of SAI Authority be further extended for another one year on the basis of satisfactory performance of the agency on the same terms and conditions or by way of fresh Agreement as specified by SAI. **The contract shall be terminated by either side on one month's notice or payment in lieu there of without assigning any reasons.**
- 7.31 **The validity of the rate quoted by the security agency would be for the entire period of the contract . The agency shall not be entitled to claim additional amount for whatsoever reasons during the currency of the contract.**
- 7.32 As and when there is a change of security personnel deployed in SAI, it should be informed by the Agency to the Director at least one day in advance along with the reasons thereof and the substitute should be duly verified by the police for his character antecedents etc.
- 7.33 In case any security point is found to be not properly covered or any staff or personnel of security agency is found to be neglecting duty or showing improper demeanor and / or bearing, or found indulging in misbehavior or unruly improper conduct or is found to be not dressed in uniform or of poor quality , or shabby performance of duty, then for each such incident there will be a deduction of 5% on the first occasion, 10% on the second occasion and 15% on the third occasion out of the monthly payment which will be without prejudice to the right of the SAI. Thereafter SAI reserves the right to terminate the contract or imposition of penalty as deemed fit for unsatisfactory services.
- 7.34 The successful bidder shall enter into a contract with the Sports Authority of India. The above terms and conditions are illustrative in nature and not exhaustive. In other words. SAI reserves the right to issue Notification from time to time and make further additions, alterations or modifications in the above terms & conditions.
- 7.35 The contractor /successful tenderer will submit proof in support of monthly payment/ payment of ESI, PF and other statutory requirements of the staff deployed for this purpose every month with the bill to the Administrator.
- 7.36 On special functions the agency will provide additional security services as per the requirement of Administrator at a short notice and ensure that the additional manpower thus deployed is properly briefed and turned out as required by SAI. The payment of the additional deployment will be paid on pro-rate basis. For special functions security personal will turnout in ceremonial uniform at no additional cost to SAI.
- 7.37 Any disputes between the parties whether relating to or arising out of this proposed contract deed or connected therewith shall be adjudicated by the arbitrator to be appointed/ nominated by Director, SAI NSEC and the decision of the said sole arbitrator shall be final and binding on both the parties.

- 7.38 These are not exhaustive terms and conditions and can be modified/ changed or added to at the time of finally concluding and signing the agreements. These terms shall be followed by a detailed agreement and SAI reserves its right to add and amend any of its clauses and /or conditions.
- 7.39 Services for a period of 014 year extendable to one year on satisfactory performance on terms and conditions as may be specified at the sole discretion of SAI.
- 7.40 SAI also reserves its right to modify/ amend /add the contract and issue notifications from time to time , which shall be binding.
- 7.41 TDS shall be deducted at source as applicable. Any additional levies, charges, duties as applicable shall be payable by the contractor.
- 7.42 The contractor warrants that it shall undertake and provide the service with reasonable care and skill, and in accordance with Good Industry practice, the provisions of applicable Laws and the provisions of the Bidding Documents.
- 7.43 The Bidder/Contractor shall at all times ensure that the contract is undertaken and the services are provided, at all times, as specified by SAI and other performance parameters, standard, service levels and requirements prescribed or may be Prescribed by SAI from time to time.
- 7.44 Bidder/Contractor shall execute necessary instruments and documents required by SAI in relation to the bidding Documents and Shall adhere to all notification/ amendments as may be issued by SAI from time to time. All costs (including taxes, Stamp duties and registration charges, if any) shall be born by the Contractor/Bidder.
- 7.45 Contractor to provide desired comprehensive security services (Day and Night) through specific Security personnel (Specify number of Personnels- Males/Females) with their due bonafides, integrity, good character, politeness and sound health (free from any contagious and chronic diseases etc.).
- 7.46 Contractor has obtained /procured/complied with all applicable permissions, insurance of the Security personnel, licenses, clearances and /or no objections etc, if any as required for providing desired Security services.
- 7.47 Contractor will comply with and fully observe all applicable rules, regulations. Norms as well as directions issued by SAI from time to time for its due performance and obligations.
- 7.48 Contractor will ensure that its Security personnel duty and spiritedly adhere to the due discipline and dress codes, timings and directions etc. as prescribed by SAI from time to time.

- 7.49 It will ensure all and timely compliance of payments, facilitations and benefits etc. to its Security personnel and statutory Authorities etc. as applicable such as salary, wages, perks, allowances. E.S.I, P.F, Insurance premium etc. This agreement shall in no manner create/confer any employer employee relationship between SAI and the Security personnel provided by the contractor.
- 7.50 The Contractor also agrees to provide any additional Security Personnel (at the same prevailing rates) or reduce the existing strength of Security personnel as and when SAI desires the Contractor to do so SAI will decide the strength and duties of Security personnel according to its needs from time to time in its sole discretion.
- 7.51 The contractor shall undertake to ensure that all its Security personnel placed in the SAI premises must perform their duties dedicatedly, diligently and efficiently in order to ensure proper safety and Security of the Staff, Guests, Premises, Materials, assets etc, and that the Contractor shall keep SAI indemnified including with out limitation from any omission and /or commission on its part or on part of its Security personnel causing/ threatening to cause any loss ,damage, annoyance, inconvenience etc, including any cost of defence etc.
- 7.52 The relationship between SAI and the contractor shall be of principal to principal only and nothing contained here in would be construed to mean any employee-employer or partnership or joint venture or agency relationship between them or their representatives.
- 7.53 The Security personnels shall at all times shall be deemed to be the employees of contractors , and in no circumstances whatsoever shall the relationship of master and servant shall be deemed to arise between the SAI and shall and the personnel appointed, or engaged by the contractor, In case of death, or bodily injury to any such staff, or personnel appointed /engaged by the contractor in the course of carrying out the service, SAI shall not be liable, or bound to pay any monetary compensation, or otherwise be responsible in any way whatsoever.

8. INSTRUCTIONS FOR BIDDER

- 8.1 The intended bidders should visit the complex before bidding to inspect the Sensitive points located in the premises to be given security coverage (refer Appendix-I) so as to submit the deployment chart of personnel with full justification along with the TECHNICAL BID and also familiarized itself with “incoming and outgoing movements of staff, outsiders and supplies of goods, parking of vehicles, safety of SAI equipment & belongings and monitoring of play grounds, sports facilities and fire fighting system etc. **Offer without detailed security cover plan/deployment chart will not be considered.**
- 8.2 The intended bidder is required to submit an undertaking that “**staff deployed at the centre in terms of this contract at all time will remain the employees of the agency exclusively and they shall not be entitled to claim employment or permanency of job in the Sports Authority of India or any other direct or indirect claim on SAI on the non – judicial paper duly attested by the concerned authority along with TECHNICAL BID**”. **Offer without the said undertaking will not be considered.**

8.3 The intended bidder is also required to **submit solvency certificate of minimum of Rs. 5 lakhs** issued by the Nationalized Bank or Collector along with TECHNICAL BID. **Offer without said certificate will not be considered.**

Certified that I/We have gone through the contents of the Tender form point wise and thereby convey our acceptance to abide by all the terms and conditions mentioned in the tender documents.

Signature.....

Name (In block letters).....

Designation.....

Name of the firm.....

Address.....

Tele No.

Date :-

Enelop 'A'
ANNEXURE-I

DETAILS OF EMD /COST OF TENDER DOCUMENT DOENLOADED FROM WEBSITE

- a. Name of Agency/Tender
- b. Last date and time of receipt of Tenders
- c. Time and date of opening of Tenders
- d. Place of opening of bids

Sr.No. Name of Centre Amount Pay/Draft No. & Date Name of Bank

Signature.....

Name : (In block letter).....

Name of the firm.....

TECHNICAL BID/DETAILS

1. Name of the firm
2. Full postal Address with Telephone Number
3. Name address and telephone number of the Director/Proprietors and Chief Executive of The firm.
4. Valid certificate from private Security Regulatory Authority under the home department, Govt. of India.
5. Registration No. of firm as Security Agency With photocopy of the same)
6. Licence No. and date to engage in the business of private security agency with photo copy of the same.
7. Valid Contract Labour Licence of the Firm obtained From the Competent licensing Office for Executing any work through contract Labour in an establishment (enclose photocopy).
8. Total turn over of Rs. 1.50 crore during the last three proceeding financial year duly Certified by C.A. and annual turn over of Rs. 50.00 lacks each for last three year from Security work (enclosed photocopy of balance sheet for the last three financial year .i.e year ending 31-03-2015 to 31-03-2017.
9. Latest Solvency certificate of minimum Rs.50 lakh (Fifty lakhs only) issued by the Nationalized Bank or collector.
10. PAN No. and I.T.Assessment order /Income Tax Return or last3 years (copy enclosed)
11. Registration No. with Employees State Insurance authorities. Enclose return for the period ending Last month) for at least 100 persons. (Copy enclosed)
12. Registration No. with Provident Fund authorities Enclose PF return for the period ending Last month) for at least 100 persons. (Copy enclosed)

13. Certificate or Registration of Service Tax (Copy enclosed)
14. Undertaking that the staff deployed for the purpose at SAI Netaji Subhas Eastern Centre, Kolkata in terms of this contract at all time will exclusively remain the employees of the agency for all purposes.
15. Deployment chart of the personnel with justification.
16. Total number of Security personnel on muster roll of the firm in the following categories:
 - a. Ex-Serviceman (Army/Navy/Air Force) JCO's/NCO's
 - b. Civilian
 - c. Ex-Para-Military Organization.
17. Additional Number of Security personal which the firm is capable of providing at one time immediately in case of special occasions if the contract accepted.
18. Details indicating Name of the client and the period of contract and no. of persons deployed with each client during the last 3 years.(A certificate of Satisfactory performance from each client may be enclosed fro refere3nce)

Signature.....

Name: (In block letter).....

Name of the firm.....

Date :

FINANCIAL BID DOCUMENTS FOR SECURITY SERVICES

1. Name of bidder.....
 2. Address of bidder.....
.....
 3. Telephone number of Bidder.....
 4. Name of representative of the firm/Company.....
.....
 5. Price quoted per annum in India currency.....
.....
 6. An additional amount if any, to be claimed/ added other then the amount quoted in column no.5 above.
 7. Total Amount quoted (Including column No- 5 &6)
- Indian currency.....

Justification for quoted price:-

SINo	DESCRIPTION	Security Guard	Security Supervisor
1	Minimum Wage		
2	ESI - 4.75% Subject to submission of proffer of Deposit		
3	PF- 13.61 % Subject to submission of proffer of Deposit		
4	Bonus-8.33%		
5	National Holidays		
6	Total		
7	Service Charge		
8	Total 6&7		
9	Service Tax		

I have through the terms & conditions of the contract and offer my rate as above for providing Comprehensive Security at SAI Special Area Games Centre, Gidhaur, Jamui, Bihar-8113305

Signature.....

Name : (In block letter).....

Name of the firm.....

Date : -

APPENDIX-I

SI No	SENTIVE POINTS	Proposed Man power for round the clock security.

