

Sports Authority of India
Training Centre
Kabiguru Krirangan
Bolpur, Birbhum , 731204,WB
GST No.:19AACTS4979C1Z4



Telephone No : 03463-258464
Fax No : 03463-258464
Email : saisagbolpur@gmail.com
Mobile No.: 8017951011

No: SAI/STC/Bol/20-21/59(E)

Date: - 25-08-2020

Notice Inviting Tender

Tender No.- 05/2020-21

Sports Authority Of India, Training Centre Bolpur, Birbhum invites sealed tenders in two bid(Technical & Financial) system from reputed and registered Security Agency preferably in Govt. Organization for the following works.

Sl No	Name of the Work	Price of Tender	Last Date & Time of issue tender	Last Date & Time of submission tender	Date and Time of Opening of Tender
1.	Supply of Security Personnel at SAI Training Centre, Kabiguru Krirangan, Bolpur, Birbhum	Rs. 500.00	04.09.2020 To 25.09.2020	26.09.2020 01.00 p.m	26.09.2020 At 03.00 p.m

Tender documents may be purchased from Centre In Charge, Sports Authority Of India, Training Centre Bolpur, Birbhum from 04-09-20 to 25-09-20 on all working days between 10.00 hrs to 14.00 hrs on payment of cost of Tender documents in cash or by pay order/ demand draft drawn in favour of In Charge, Sports Authority Of India, SAG Centre Bolpur.

SAI reserves the right to accept or reject all tender without assigning any reason there.

Sd/-
Centre In Charge
Sports Authority Of India
Training Centre
Bolpur, Birbhum

SPORTS AUTHORITY OF INDIA
TRAINING CENTRE
KABIGURU KRIRANGAN:BOLPUR
BIRBHUM, PIN : 731204 , W.B

Cost of Tender Form Rs. 500/-(Rupees five hundred only)

TENDER DOCUMENT FOR SECURITY SERVICE FOR SAI TRAINING CENTRE,BOLPUR

Date of issuing Tenders : 04.09.2020 to 25.09.2020,

Date of Submission of Tenders : 26.09.2020, 01:00 p.m

Date & Time for Opening Tenders : 26.09.2020 at 03:00 p.m.

1. Invitation of Bids :

1.1 Sports Authority Of India, Training Centre Bolpur, Birbhum invites sealed tenders from reputed and registered Security Agency having minimum three years experience in the field of Security in Educational Hostel/Sports Institute/Centre/Govt Office with minimum annual turn over Rs.2,00,000/- (Rupees Two Lacs Only) from the Security business only. The bidders having experience of providing security service to SAI Centre shall be given preference.

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 thereof.

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

1.5 SAI also reserves the right not to accept the lowest bid.

2.EARNEST MONEY DEPOSIT:

Offer for contract of Security Service for SAI Training Centre Bolpur must be accompanied by a bank draft of the Nationalized / Schedule Bank for Rs. 25,000/-(Rupees twenty five thousand only) drawn in favour of SAI , SAG Centre, Bolpur as earnest money, which will be refundable in due course to the unsuccessful bidder without any interest.

PLEASE NOTE THAT OFFERS NOT ACCOMPAINED BY THE REQUIRED EMD WILL BE DECLARED REJECTED.

Offer submitted with incomplete information will not be considered.

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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 start Security services for STC Centre Bolpur within fifteen days from the date of receipt of letter conveying the acceptance of offer.
- ii. Successful bidder has to execute an agreement within fifteen days from the date of receipt of draft contract and also deposit security money within the stipulated period, which will be released on expiry of the contract.

The earnest money of the successful bidder will be refundable after completion of the above mentioned formalities without any interest thereon.

3.Schedules of Tender

3.1 The Tender document will be available for sale between 10.00 hrs to 13.00 hrs. on all working days from 04.09.2020 to 25.09.20(13.00hrs).The intended bidders may purchase the same from Sports Authority Of India, SAG Centre Bolpur by making payment of Rs 500/-(Rupees five hundred only) in cash or through A/c payee Demand Draft/ Pay Order drawn in favour of Sports Authority of India, SAG Centre Bolpur.

3.2 Technical & Financial bids shall be received up to 26.09.20 By 13.00 hrs. The technical& Financial bids will be opened on 26.09.20 at 15.00 hrs.

3.3 The financial bid of only those bidders will be opened whose technical bid are accepted by the competent Authority. The date time and venue for opening of financial bids shall be communicated to the technically qualified bidders at a later date. However, SAI reserves the right for not inviting the unqualified bidders while opening the financial bids.

4. SCOPE OF WORKS

4.1 To provide absolute security of SAI Training Centre Bolpur by well groomed/ gadgets. At no point of time the sensitive point of security will be left blank.

4.2 SAI requires monitoring of incoming and out-going movements of staff, outsiders and suppliers of goods, equipment and safety and monitoring of guards at SAI Training Centre Bolpur which cannot be carried out except the specialized experience.

4.3 To operate existing **Generator & the Fire Extinguisher set** SAI Training Centre Bolpur only on emergency/ urgent demand/ timings.

5. TERMS AND CONDITION

5.1 The bids must be accompanied with a Bank Draft/ Pay Order issued by any Nationalized / Scheduled bank for Rs. 25,000/- (Rupees Twenty five thousand only) in favour of Sports Authority Of India, SAG Centre, Bolpur.

5.2 The technical bids shall be opened at Sports Authority Of India, Training Centre, Bolpur by a duly constituted Committee in the presence of such bidders or their authorized representatives who may desire to be present at the time of opening of bids.

5.3 It is the responsibility of the bidders to read all terms & conditions of this document carefully before filling the bid. Incomplete bid documents or bids not responsive enough to the terms & conditions are liable to be rejected. The bidder should sign undertaking along with the bid document that he has read the complete tender document and will abide by its terms & condition.

5.4 The financial bids shall be opened at Sports Authority Of India, Training Centre Bolpur and shall be evaluated on the basis of acceptance of performances as per schedule of requirements attaches with Financial Bid. A negotiation with the bidders is strictly prohibited.

5.5 The bid shall contain no erasures or overwriting except as necessary to correct errors made by the bidder in which case such corrections shall be authenticated by the person or persons signing the bid.

5.6 Bid documents are neither transferable nor cost of the bid documents is refundable under any circumstances.

5.7 The issuing of bid document shall not constitute that the bidders are automatically qualified.

5.8 If even after award of contract, information/facts submitted by the bidders are found misleading /incorrect/false etc., Director, Sports Authority Of India, Netaji Subhas Eastern Centre, Salt Lake City, Kolkata reserves the right to terminate the contract.

5.9 The successful bidder has to furnish interest free security deposit of an amount of Rs. 50,000/ (Rupees fifty thousand only) in the form of Account Payee Demand Draft, drawn in favour of the SAI SAG Centre Bolpur payable at State Bank Of India, Bolpur Branch/ Fixed Deposit Receipt /Bank Guarantee. This has to be given within stipulated period as mentioned in the letter of award of security contract. The Security deposit will cover entire period of the contract and will be released after 3 months from the date of conclusion of contract.

5.10 The Earnest Money Deposit will be refunded to the unsuccessful bidders within one month of the date of approval of the successful bidder without any interest.

5.11 However, the earnest money of the successful bidders will be liable to be forfeited, if he/she does not fulfill any of the following condition:

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- a) The successful bidder shall have to deposit Security deposit within a period of 15 days of the award letter. The security so deposited with Sports Authority Of India, Training Centre Bolpur shall not carry any interest.
- b) Execution of the agreement on Rs 100/-(Rupees one hundred only) on non-judicial paper within stipulated period on receipt of award letter.
- c) To undertake the work from the specified date mentioned in the award letter.

5.12 In case of any dispute between the successful bidder and its employee, Sports Authority Of India, Training Centre, Kabiguru Krirangan Bolpur, Pin: 731204, will have no responsibility and shall not be responsible for any compensation in any form to such employment to any of such employees during the currency of and/or after the expiry of this agreement.

5.13 The furniture (if any) issued will be on a one-time basis and it should be returned in good condition after expiry of the contract. Its maintenance will be responsibility of the bidder who will be responsible for any breakage and damage of these furniture.

5.14 The successful bidder will ensure compliance of all the relevant provisions of the laws including the labour Laws towards its obligations as applicable to its employee's which may arise out of the contract. The validity of the rate quoted by the Agency would be minimum wages is applicable as and when revised.

5.15 That the successful bidder shall not do anything in or outside the allotted premises which may create nuisance or any cause of annoyance to the neighbors to the Director and or to the visitors and sports person living/visiting the premises.

5.16 The successful bidder shall be responsible for ensuring the safety of the SAI Trainees and his own employees. In case of any injury to any SAI Trainee, any persons or damages caused to the property of Sports Authority Of India, Kabiguru Krirangan, Bolpur, Birbhum,731204 as result of this contract activities , the successful bidder shall be solely responsible to pay compensation for such injury and /or damages as may be required under the law. In case of any court case or challan by the police or any local authority or any other party competent to take such action, successful bidder shall be sole responsible for defending the case before the court of law and / or to ensure compliance with the summons/challan served in this behalf.

5.17 These are only proposed draft, terms & conditions and can be modified/changed or added at the time of finalization and signing the agreement.

5.18 The Earnest Money of the successful bidder will be refunded after depositing of the security money against the contract, however, the same will not carry any interest.

5.19 Conditional/ incomplete/ offers not confirming to tender document will be rejected.

5.20 Arbitration clause to be inserted at the time of final agreement.

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6. INSTRUCTIONS FOR BIDDER

6.1 The intended bidders should visit the premises to be given in the complex of Sports Authority Of India, Training Centre, Kabiguru Krirangan, Bolpur, Birbhum, 731204, before bidding to quote responsible license fee.

6.2 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, the bid will not be considered.

6.3 The intend bidder is also required to submit solvency certificate of minimum of Rs 2 lakh (Rupees two lakhs only) issued by the Nationalized Bank or collector along with TECHNICAL BID. Offer without the said certificate will not be considered.

6.4 It is mandatory on the part of prospective bidder to submit offer for providing Security as per requirement.

6.5 The contract shall be awarded initially for a period of one year from the date of its commencement. The contract may be further extended for basis of performance and work satisfaction of the Agency and mutually agreed by both parties on the same terms and condition. The contract shall be terminated by either side on one month’s notice or payment in lieu thereof without assigning any reasons.

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 their documents.

Signature.....

Name (In block letters).....

Designation.....

Name of the firm.....

Address.....

Telephone No.....

Mobile No.....

Date.....

ANNEXURE-I

SPORTS AUTHORITY OF INDIA
TRAINING CENTRE
KABIGURU KRIRANGAN:BOLPUR
BIRBHUM,Pin : 731204 , W.B

BIDDING DOCUMENT FOR SUPPLY OF SECURITY AT SAI, TRAINING CENTRE, BOLPUR

7.PARTICULAR OF EMD

7.1 Name of agency :.....

7.2 Period of sale of tender document :

7.3 Last date & time for receipt of tender :

7.4 Time & date of opening of tender :

7.5 Place of opening of tender(Technical Bid) : SAI Training Centre, Bolpur, Birbhum

7.6 Details of EMD:

a) Amount :.....

b) Name of the Bank :.....

c) Pay order/Bank draft No & date :.....

**(SIGNATURE OF BIDDER OR HIS AUTHORISED
SIGNATORY AGENCY ALONG WITH SEAL)**

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ANNEXURE-II

**SPORTS AUTHORITY OF INDIA
TRAINING CENTRE
KABIGURU KRIRANGAN:BOLPUR
BIRBHUM,Pin : 731204 , W.B**

TECHNICAL BIDDING DOCUMENT FOR SUPPLY OF SECURITY AT SAI, TRAINING CENTRE, KABIGURU KRIRANGAN,BOLPUR, BIRBHUM

1. NAME OF BIDDER :

2. ADDRESS OF BIDDER :

3. DETAILS OF DOCUMENTS TO BE SUBMITTED

i) Permanent Account No (PAN) :
(Attach documentary proof)

ii) Forwarding Letter :

iii) GST, Professional Tax
Clearance certificate :

iv) Non convicted certificate :

v) Three years experience of security
business(Attach documentary proof) :

vi) The tender credentials in carrying out similar
type of work to govt. must accompany 5 lakhs (Rs. Five lakhs only) :

vii) Registration . No of the Firm :

(Attach documentary proof)

viii) Total turn over during last 3 preceding
years duly certified by CA (Audit Report.....
\ (Attach documentary proof)

ix) Income Tax return for the last 3 preceding years :

x) Solvency Certificate for Rs 2 lakhs

xi) Provident Fund A/c Registration No with last chalan.....

Telex :

Telephone

Fax No

E-Mail

Website

SIGNATURE OF BIDDER WITH SEAL.

SPORTS AUTHORITY OF INDIA
TRAINING CENTRE
KABIGURU KRIRANGAN:BOLPUR
BIRBHUM, Pin : 731204 , W.B

FINANCIAL BID DOCUMENTS FOR SECURITY SERVICES

- 1.Name of the Bider :
- 2.Address of the Bidder :
- 3.Telephone Number of Bidder :
4. Name of the representative of Firm/Company :
5. Rate per Security per month in Indian Currency :
6. Any other charges if so details :

Sl No	Name of the centre	Amount
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Signature.....

Name in Block Letters.....

Name of the Firm.....

Date.....