

कार्यालय प्राचार्य, भोपाल राव पवार शासकीय पॉलीटेक्निक, धमतरी
छत्तीसगढ़ - 493773
OFFICE OF THE PRINCIPAL, BHOPAL RAO PAWAR, GOVT. POLYTECHNIC, DHAMTARI
(C.G.) PIN NO. 493773
Phone: 07722-299247 Email: polydmt@rediffmail.com Web site: www.polydmt.ac.in

Tender
For
Providing round the clock
contractual
Security Services for the Campus

Rs. 1000/-

**OFFICE OF THE PRINCIPAL,
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**Notice Inviting Tender (NIT) for Providing round the clock contractual Security Services
for the Campus**

Tender No.: /STORE/2022/

Dhamtari, Dated /07/2022

Sealed Tenders in prescribed format are invited from reputed registered firms for "Providing round the clock contractual security services for the B.R.P. Government Polytechnic, Dhamtari (CG) 493773.

Eligible bidders can purchase the tender form (complete set of bidding documents) available at institute @ Rs. 1000.00. The Eligible bidders can also download complete set of bidding documents (Including terms & conditions) from the institute website www.polydmt.ac.in and the payment for which through DD of Rs 1000.00 in favor of Principal, B.R.P. Government Polytechnic, Dhamtari payable at Dhamtari has to be submitted along with the bid at the time of bid submission.

The bidder should submit Technical Bid and Price Bid in separate sealed covers.

- (i) Technical Bid containing information regarding business turnover, experience and other details of the firm to judge the suitability of the service provider.
- (ii) Price bid containing price of Security Guard /Gun Man & Supervisor.

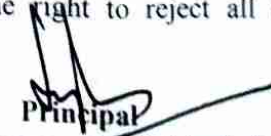
The Technical bid will be opened on 26.07.2022 in the B.R.P. Govt. Polytechnic, Dhamtari in the presence of the bidders who are present at the time. Price bids of only those bidders will be opened whose technical bids are found suitable by the Committee appointed for the purpose.

IMPORTANT EVENTS & DEADLINE

- | | | | |
|------|---|---|-----------------------------|
| i. | Issue of Tender documents | : | 06.07.2022 |
| ii. | Last date of Sale of Tender documents | : | 26.07.2022 (2:00 PM) |
| iii. | Dead line for submission of Tender bids
at the Polytechnic, Dhamtari | : | 26.07.2022 (3:00 PM) |
| iv. | Time for opening of bids received by
the Polytechnic, Dhamtari | : | 26.07.2022 (4:00 PM) |
| v. | Venue | : | B.R.P. Govt. Poly. Dhamtari |

Contract will be awarded initially for a period of one year to the successful bidder (extendable to another year). This period may be extended on satisfactory performance. The successful bidder shall be bound to execute an agreement on non-judicial stamp paper of Rs.100/-. In the event of bidder backing out before actual award or execution of agreement, Principal, B.R.P. Government Polytechnic, Dhamtari (CG) 493773. Will have right to forfeit the earnest money in full.

Principal, B.R.P. Government Polytechnic, Dhamtari (CG) reserves the right to reject all the applications without assigning any reasons whatever.


Principal
B.R.P Government Polytechnic
Dhamtari (C.G.)



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GENERAL INSTRUCTIONS TO TENDERERS

1. Eligibility Criteria:

The Agencies that fulfill the following requirements shall be eligible to apply.

1. Registered under Company Act./Shops & Establishment Act 1958 issued by Chhattisgarh State Govt.
2. Registration under Labour Laws, EPF, ESI & Service Tax.
3. Have valid licence issued by competent state Govt. authority under the Private Security Agencies (regulation) act. 2005
4. Minimum Three Years Experience in contractual security business,
5. Income Tax, PAN & GST No.
6. At least three year experience in the field of Security Services of value not less than Rs. 25 Lakhs for each year.
7. The Security Guards trained under C.G. Mukhya Mantri Kaushal Vikas Yojana will be preferred.

2. Earnest Money Deposit:

The Tenderer shall deposit Earnest Money of Rs. 50,000 /- (Rupees Fifty Thousand only) by way of demand draft drawn in favour of **"Principal, B.R.P. Government Polytechnic, Dhamtari"**. The earnest money deposit will be refunded to the tenderers whose offers have not been accepted within 30 days of opening of tenders. Earnest Money Deposit of the tenderer whose offer is accepted will be kept as interest free security deposit till successful completion of the contract.

3. Tender Procedure:

(i) Tenders must be submitted in a cover superscribed as **"Tender for Security Services in B.R.P. Government Polytechnic, Dhamtari (CG)"** The outer cover should contain two inner covers containing technical bid and price bid in the prescribed forms superscribed as **"Tender for Security Services in B.R.P. Government Polytechnic, Dhamtari (CG) Technical Bid"** and **"Tender for Security Services in B.R.P. Government Polytechnic, Dhamtari (CG) – Price Bid"** respectively.

(ii) Technical Bid:

However, tenderers must produce the originals of the copies of the documents submitted for verification when required. The technical bids, which are not accompanied with documents prescribed above and EMD are liable for rejection forthwith. The technical bid consisting of the following documents shall be submitted by the tenderer:

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(a) Technical Bid Form

- (i) Details of experience, copies of experience certificates i.e. only completion certificates of the experience issued by the Employer as specified in the eligibility criteria supporting their claim of experience.
- (ii) Signed Tender Document
- (iii) EMD as specified
- (iv) Latest Balance sheet photocopy duly verified by CA showing annual turnover not less than Rs 25 lakh.
- (v) Agency having experience of single work order showing deployment of 20 persons in Government/ Semi Government organization will be preferred.

(iii) Price Bid:

The price bid enclosed to the tender shows charges payable month for each Security Guard/Gunman per 8 hours shift. The tenderers shall quote their rates in the relevant column. The tenderers will be responsible for all other obligations like **PF, ESI, Gratuity, Training & Supervision, Bonus, Uniform, Leaves, Reliever Cost, Any Special Allowances, Any other Statutory obligations, Administrative Charges if any, Overheads & Profits.**

Principal, B.R.P. Government Polytechnic, Dhamtari (CG) will deduct TDS at the prescribed rate from the payment.

The Price bids shall be valid up to 06 months from the date of opening of tenders.

The tender documents should be signed on every page by the tenderer and enclosed with technical bid as an unconditional acceptance of the terms and conditions mentioned therein.

4. Scope of work:

1. Security Services are required at the B.R.P. Government Polytechnic, Dhamtari (CG) premises and at Other places as and when specified by the B.R.P. Government Polytechnic, Dhamtari (CG). The security services of Government Polytechnic, Balod will also be considered against this tender as Government Polytechnic, Balod institute is situated in the premises of B.R.P. Govt. Polytechnic, Dhamtari.

2. Security Services will include-

- Security guard will also take frequent rounds in the campus for maintaining security of men and material. (in three shifts/8hrs per shift)
- Prevent entry of unauthorized persons including hawkers, vendors and any other anti-social elements etc.
- Maintain records of visitors as directed by Principal, B.R.P. Government Polytechnic, Dhamtari (CG)
- Regulate incoming and outgoing movement of material and vehicular traffic.
- Assist B.R.P. Government Polytechnic, Dhamtari (CG) in handling emergencies like fire, flood, earthquake etc.
- Maintain Discipline in the campus.
- Restrict entry of stray animals in the campus.

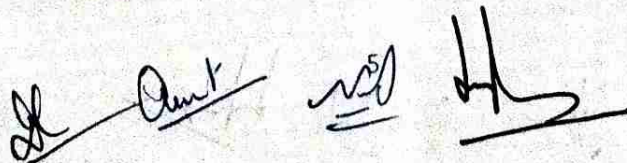
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- The scope of work may change during the period of the contract by mutual consent.

5. Terms and conditions:

1. The Security Agency shall provide security arrangement for guarding the B.R.P. Government Polytechnic, Dhamtari (CG) campus within the confined premises as required by the Principal, B.R.P. Government Polytechnic, Dhamtari (CG). Moreover, the Security Agency shall also protect the Campus from anti-social elements.
2. Every personnel deputed by the Security Agency shall be literate and those other than supervisory staff, personnel above the age of 45 years shall not be deployed. Violation of this condition shall be treated as breach of important contractual condition and shall attract penalty points.
3. The Security Agency personnel should be smart and properly turned out with boots/shoes, belt, caps, badge, whistle etc., and carry an identity card duly attested by the Executive of Security Agency. A photocopy of these cards along with computer data shall be given to the Principal, B.R.P. Government Polytechnic, Dhamtari (CG) for record, verification etc.
4. The Security Agency shall provide proper uniform (shoes, caps, canes / stick, torch etc.) to every personnel deployed by the agency in the B.R.P. Government Polytechnic, Dhamtari (CG) Campus at their own costs and expenses.
5. The Security Agency shall ensure that before deputing the security staff, they will verify the antecedents of all their staff and provide to the Institute a complete dossier of particulars of each security personnel proposed to be deployed. Noncompliance with this provision will be deemed to be violative of the contract, inviting penal action.
6. The Institute shall have the right to check up, from time to time, the uniforms worn by the security personnel as well as their fitness to perform guard duty up to the satisfaction of the Institute. The Principal, B.R.P. Government Polytechnic, Dhamtari (CG) shall also have the right to check and supervise the Security personnel on duty.
7. Security Agency shall comply with all statutory requirements existing as well as those promulgate from time to time viz. the Payment of Wages Act, Provident Fund Act, Employee State Insurance Scheme, Family Pension Fund Act, Bonus, Gratuity Act, Shop & Establishment Act, Contract Act. Etc. whichever is/are applicable to the organization of Security Agency and shall be held responsible, accountable, answerable, explainable, as the case may be, for the lapses committed by them in this regard. Further, Security Agency shall not involve the Principal, B.R.P. Government Polytechnic, Dhamtari (CG) in any way whatsoever in any dispute with regard to compliance of statutory provisions and in case of any violation of any law; the Security Agency shall be solely responsible. In case due to violation of any law, including labor laws etc., any liability is put upon the



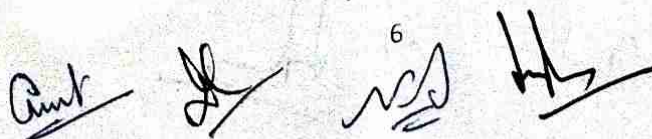
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Institute, the Security Agency hereby indemnifies the Principal, B.R.P. Government Polytechnic, Dhamtari (CG) completely.

8. The Security Agency shall supply a certified copy of their registration under the Chhattisgarh Shop & establishment Act, the Provident Fund Act, ESI, Labor Rules and Income Tax etc.
9. The personnel deployed by the Security Agency in the B.R.P. Government Polytechnic, Dhamtari (CG) shall be removed immediately if the Principal, B.R.P. Government Polytechnic, Dhamtari (CG) considers such removal necessary on administrative grounds. The Security Agency shall also immediately remove any personnel who is found not to be discharging his duties correctly or is of doubtful character and shall replace him with substitute personnel either on its own or on the demand of the Institute and only after due approval of the Security Officer. In case of removal of such personnel, no claim shall be maintainable against the B.R.P. Government Polytechnic, Dhamtari.
10. If the Principal, B.R.P. Government Polytechnic, Dhamtari incurs any expenses or any liability is put on them in connection with the deployment of the employee of Security Agency, the same shall be adjusted from the bill of Security Agency.
11. The Security Agency shall make serious efforts to control and eliminate the cattle menance, which include not only cows and buffaloes but also other animals like pigs, monkeys, dogs etc., from the campus premises.
12. The responsibility for taking appropriate security measures shall be entirely that of the Security Agency. The Principal, B.R.P. Government Polytechnic, Dhamtari will be entitled for compensation against the Security Agency, in case a proper joint inquiry establishes that the theft or loss or damage has been caused due to negligence of the Security Agency or any of its employees. The said compensation shall be in addition to the findings and recommendations that the joint enquiry may propose. The maximum amount of compensation payable by Security Agency will be limited to inspection and supervision charges payable to Security Agency for the month on which the loss or damage occurs. However, after enquiry, if it is found that such theft or loss or damage has been caused by acts of commission and omission of the personnel of the Security Agency or if the personnel of the Security Agency has either taken active part in such acts or has aided and abetted in the acts of such commission and omission the Principal, B.R.P. Government Polytechnic, Dhamtari or its employees to whom loss is caused, shall be indemnified/compensated by the Security Agency on actual basis.
13. Principal, B.R.P. Government Polytechnic, Dhamtari will not provide any residential space for accommodation to Security Agency.
14. The Principal, B.R.P. Government Polytechnic, Dhamtari shall identify the requirement of personnel and equipment, to be deployed for the security of the campus, in consultation with the Security Agency.

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15. Personnel deployed by security agency should not consume tobacco, tobacco products, gutka, bidi, cigarette, alcohol or any other narcotic drugs.
16. The Security Agency shall submit a certificate along with the monthly bills certifying that the personnel employed by them in the campus of the Principal, B.R.P. Government Polytechnic, Dhamtari have been paid at least minimum wages, as in force from time to time, in accordance with the provisions of the Minimum Wages Act and that all other statutory requirements in this regard have been complied with.
17. Rate quoted should not be less than the minimum wages as per the labour law of Government if it is found less than the tender will not be considered.
18. Any violation of the provision of Minimum Wages Act shall render the contract liable for termination. The Principal, B.R.P. Government Polytechnic, Dhamtari shall also proceed against the defaulting agency as per the provisions of the relevant laws.
19. The contract price shall be all inclusive and nothing extra shall be payable over & above the accepted contract price in respect of the Scope of Work defined in the Price Schedule.
20. The Security Agency shall take into consideration all levies and statutory taxes while quoting the tender. However, if any fresh taxes, charges etc. are levied by the Local / State / Central govt., subsequent to the date of opening of tender the same shall be reimbursed by the Principal, B.R.P. Government Polytechnic, Dhamtari, against proof of production of payment.
21. The security personnel shall remain on duty for 8 (eight) working hours. The personnel shall not leave his place of duty/duty point until his reliever reports for duty. Deserting the place of duty/duty point by the security personnel without having been properly relieved will attract penalty points.
22. At no time shall there be more than 10% of the contracted manpower on leave or absent from the B.R.P. Government Polytechnic, Dhamtari duty. In case of long-term absence due to sickness, leave etc. Security Agency shall ensure replacement and manning of all security posts by overtime without any additional liabilities to the Institute.
23. In addition to the number of personnel listed in the Price Schedule, the Security Agency shall undertake to engage / employ and provide additional number of well trained guards as and when required by the B.R.P. Government Polytechnic, Dhamtari, on reasonable notice, as per the accepted rate given in the Price Schedule.
24. The payment for services under this agreement shall be made on monthly basis, through crossed-cheque, drawn in favour of the Security Agency payable at Dhamtari. The cheque shall be paid within 7 working days of receipt of the bill for each calendar month, duly



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supported with the requisite details of the daily attendance and other records, which shall be open for inspection by the Principal, B.R.P. Government Polytechnic, Dhamtari.

25. The persons employed by the Agency for the security of the Principal, B.R.P. Government Polytechnic, Dhamtari will be the employees of the Security Agency and the Principal, B.R.P. Government Polytechnic, Dhamtari shall have nothing to do with their employment or non-employment. Under no circumstances any liability in respect of matters connected with their employment shall be held against the Principal, B.R.P. Government Polytechnic, Dhamtari and the Security personnel employed by the Security Agency shall have no right whatsoever to claim employment from the Principal, B.R.P. Government Polytechnic, Dhamtari.
26. The Security staff employed by the Security Agency will not join any union nor shall they make any claim on service or other matter. They shall also not form any union.
27. Any payment, required to be made by the Security Agency to its personnel, in compliance with any of the laws of the land, shall be the sole responsibility of Security Agency. This would include specific responsibility with regard to the provision of the minimum wages act and / or any other law, which may be applicable in the instant case. The Principal, B.R.P. Government Polytechnic, Dhamtari will in no case be responsible for default, if any, in this regard. Even if, as per provision of any relevant enacting the liability becomes that of the Principal, B.R.P. Government Polytechnic, Dhamtari it is clearly agreed that the same shall be deemed to be that of Security Agency and shall be discharged by them. The Principal, B.R.P. Government Polytechnic, Dhamtari liability towards personnel will be limited to the extent of the contract price accepted.
28. All matters and disputes arising out of this agreement will be subject to the Jurisdiction of the courts located at Dhamtari (C.G.).
29. The Security Agency shall maintain proper liaison and contact with the local police / civil administration etc. for smooth and peaceful day-to-day working of the Institute.
30. The contractor shall submit the following documents along with the tender:
 - i. Up-to-date Income tax Clearance Certificate duly attested by a gazetted officer.
 - ii. Earnest Money Deposit of Rs. 50,000/- (Rupees fifty thousand only) shall be accepted in the form of Demand Draft of any scheduled bank, drawn in favour of Principal, B.R.P. Government Polytechnic, Dhamtari.
 - iii. The earnest Money of the unsuccessful bidders shall be refunded without any interest within a month after the written acceptance of tender to the successful bidder. However, the EMD of the successful bidder shall be converted into security deposit and held by the Institute as performance guarantee for the entire period of contract.

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31. Offer will be accepted in two wax sealed envelopes, superscribed as "original tender Document containing Price Schedule" and "Commercial Document containing Income Tax Clearance Certificate (ITCC) & earnest Money", respectively.

Both the envelopes should be enclosed in a separate sealed envelope, superscribed suitability with "Tender documents for providing round the clock contractual security services for the campus of " Principal, B.R.P. Government Polytechnic, Dhamtari."

The tender document shall not be opened if the Earnest Money is not furnished.

32. The Security Agency shall be bound to perform the assigned jobs even though the same may not have been included in the schedule of services. The charges for the extra services not mentioned in the Price Schedule should be settled mutually.
33. A prospective bidder, requiring any clarification of the Bid Documents shall notify the Principal, in writing or by Fax at his mailing address indicated in the Invitation for Bids. He shall respond in writing to any request for clarification of the Bid Documents, which he receives not later than 7 days prior to the last date for the submission of bids. Copies of the query and clarifications by him shall be sent to all the prospective bidders who have received the bid documents.
34. The Security Agency shall be responsible for the good conduct and behavior of its employees. If any employee of the Security Agency is found misbehaving with the Staff, employees, faculty or students, the Security Agency shall terminate the service of such employee at their own risk and responsibility. The Security Agency shall issue necessary instruction to its employees to act upon the instructions given by the supervisory staff of the Principal, B.R.P. Government Polytechnic, Dhamtari.
35. Individual signing the bid or other documents connected with the contract shall indicate the full name below the signature and must specify whether he is signing as:
- a) A sole proprietor of the firm or constituted attorney of sole proprietor.
 - b) A partner of the firm, in which case he must have authority to represent for arbitration of disputes concerning the business of the partnership firm either by virtue of the partnership agreement or power of attorney.
 - c) Constituted attorney of the firm.

Provided that,

- i. In case of (b) above, a copy of the partnership agreement or general power of attorney, in either case, attested by a Notary Public, or affidavit on stamp paper of all the partners admitting execution of the partnership agreement or the General Power of attorney should be furnished.
- ii. In case of partnership firms, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, all partner of the firm should sign all other related documents.

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- iii. A person signing the tender form or any other documents forming the part of the contract on behalf of another shall be deemed to be warranty that he has authority to sign, such documents and if, on enquiry it appears that the person has no authority to do so, the Institute may, without prejudice to other civil and criminal remedies, cancel the contract and make or authorize execution of contract / intended contract at the risk and cost of such person and hold the signatory liable to the Institute for all cost and damages arising from the cancellation of the contract including any loss which the Institute may have on account of execution of contract / intended contract.

Individual signing the tender or other documents connected with the contract shall indicate the full name below the signature and must specify the capacity and authority under which he signs such document and shall also submit documentary evidence of his authority duly attested by a Notary Public.

36. In the event of any loss being caused to the Principal, B.R.P. Government Polytechnic, Dhamtari on account of the negligence of the employee of the Security Agency, the agency shall make good the loss sustained by the Institute, either by the replacement or on payment of adequate compensation on actual basis.
37. The Security Agency shall not appoint any sub-agency to carry out any obligations under the contract.
38. None of the employees of the Security Agency shall enter into any kind of private work within or outside the campus of the Principal, B.R.P. Government Polytechnic, Dhamtari. Non-compliance with this provision will be deemed to be violative of the contract inviting penal action.
39. The employees of the Security Agency shall be of good character and of sound health and shall not be less than 21 years or more than 45 years of age in case of Security guards and 50 years in case of Supervisors. The height of the Security staff height should be at least 5'-5" except in case of hill tribes. In case of female security staff height should be at least 5'-2" except in case of hill tribes. Anyone found below the minimum standard shall be removed immediately from the Principal, B.R.P. Government Polytechnic, Dhamtari and agency shall be liable for penalty points.
40. The Security Agency shall maintain Complaint Book at the main entrance gate.
41. Security Agency shall abide by all laws of the land including, Labour Laws, (ESI, PF, BONUS etc.) Companies Act, Tax Deduction liabilities, Welfare measures of its employees and all other obligations that enjoin in such cases and are not essentially enumerated and defined herein, though any such onus shall be the exclusive responsibility of the Security Agency, and it shall not involve the Principal, B.R.P. Government Polytechnic, Dhamtari in any way whatsoever.

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42. In case of any dereliction of duty, gross neglect, an unintended or intended damage caused by the Security Agency or its staff or otherwise, any harm done to the Principal, B.R.P. Government Polytechnic, Dhamtari its properties, its designated officials or other employees, the Security Agency shall be liable to make good the loss or pay compensation, refund expenditure on legal/judicial proceedings as well as pay penalty, which the Principal, B.R.P. Government Polytechnic, Dhamtari may deem fit.
43. Total duration of contract shall be one year extendable to another one year, subject to quarterly appraisal and review by the Principal, B.R.P. Government Polytechnic, Dhamtari. In case of performance of the agency is not found to be satisfactory as per operational parameters setout of the contract or not in conformity with the terms & conditions of the tender, the contract shall be terminated even before the scheduled time by giving advance notice of 3 (three) months to this effect. In the event of premature closure of contract for reasons mentioned herein above, the Security Deposit shall be absolutely forfeited.
44. Security Agency shall supply uniforms with name-plates/name-tabs to the persons engaged on duty. The Principal, B.R.P. Government Polytechnic, Dhamtari shall not allow any employee of the Security Agency to work without the uniform.
45. The Security Agency shall have a proper system of checking the guards on duty especially at night. Records of the same should be effectively maintained and shortcomings, if any, should be immediately rectified.
46. Security Agency shall apply to the Labor Commissioner for obtaining a labor license within a reasonable time and will submit a copy of the license to the Principal, B.R.P. Government Polytechnic, Dhamtari. Security agency who have security guards, trained under Chhattisgarh Mukhaya Mantri Kaushal Vikas Yojana will be preferred.
47. The tender shall remain valid for a period of 6 months from the date of submission. If a bidder withdraws or modifies the offer within this period, his tender shall be cancelled and 100% (hundred percent) of the Earnest Money shall be forfeited. In exceptional circumstances, the Principal, B.R.P. Government Polytechnic, Dhamtari may request the bidders' consent for an extension of the period of bid validity. A bidder may however be at liberty to refuse the request without risking forfeiture of his earnest money. A bidder agreeing to extend the validity of bid will not be allowed to modify his bid.
48. Anyone or more the following action / commission / omission are likely to cause summary rejection of bid:
- i. Any bid received late without conclusive proof that it was delivered before the specified closing time.
 - ii. Any bid not accompanied by required Earnest Money Deposit (EMD).
 - iii. Quotations from bidders, who have not purchased the bid documents.
 - iv. Any bid received unsealed or improperly sealed.
 - v. Any conditional bid or bid offering rebate.

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- vi. Any bid in which rates have not been quoted in accordance with specified formats / details as specified in the Bid Documents.
 - vii. Any bid received without and latest attested ITCC copy.
 - viii. Any effort by a bidder to influence the Institute in the bid evaluation, bid comparison or contract award decision.
 - ix. Any bid received with period of validity of bid shorter than 90 days.
49. The Principal, B.R.P. Government Polytechnic, Dhamtari is not bound to award contract at the lowest price received in the Tender and reserves the right to decide on fair and reasonable price of the services tendered for any counter offer the same to the bidders. All other terms and conditions of the tender shall remain operative even if a counter offer rate is offered to the bidders. Institute reserves the right to negotiate with L-1 bidder to arrive at the fair and reasonable price.
50. In case more than one price bid quoting the same L-1 rates are received, L-1 bidder will be selected from such bidders on the basis of the following criteria –
- (i) Length of experience of the bidder in security management services in years (financial years).
 - (ii) Total number of security guards provided during financial year 2021-22 at Central/State Govt./Autonomous Institution/Corporate establishment of repute.
 - (iii) Number of Central/State Govt./Autonomous Institution/Corporate establishment of repute where bidder has provided security services up to financial year 2021-22.
- Note :- L-1 bidder will be selected from such bidders firstly on the basis of criteria (i) then by (ii) and lastly by (iii) above.
51. The award of work order, when issued to the successful bidder, constitutes the contract with collateral support from terms and conditions of the tender invitation notices as well as formal agreement on stamped paper affixed with non judicial stamps, all of which finally form the contractual obligations to be adhered to performed by the bidder and the non performance of any of such obligations make the bidder liable for consequential effects.
52. The bid shall not contain corrections, erasures or over writing except as absolutely necessary to correct errors made by the bidder. Such corrections etc. shall be signed and attested by the person or persons signing the bid.
53. The Principal, B.R.P. Government Polytechnic, Dhamtari does not bind itself to accept lowest or any other tender. The Principal, B.R.P. Government Polytechnic, Dhamtari reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereto incurring any liability to the affected bidder or bidders on the grounds of the Institute action.



**OFFICE OF THE PRINCIPAL,
BHOPAL RAO PAWAR, GOVT. POLYTECHNIC, DHAMTARI (C.G.) PIN
NO. 493773**

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54. The successful bidder shall have to execute an agreement with the Principal, B.R.P. Government Polytechnic, Dhamtari on a non-judicial stamp paper of Rs. 100/- (Rupees one hundred only) and commence the work within 1 (one) month from the date of award, failing which the Principal, B.R.P. Government Polytechnic, Dhamtari shall be at liberty to forfeit the earnest money and proceed to appoint another agency as it may deem fit.
55. The rates quoted in the Price Schedule shall be inclusive of all taxes, levies and statutory liabilities, cost of minor equipment such as batons, torch etc., consumables such as electricity etc. Nothing extra shall be payable in addition to the accepted rate for each individual item as per the Price Schedule in Price Bid.
56. The bidders are advised to refrain from stipulating any conditions, rebates etc. in violation of the terms of the tender. The Institute reserves the right to reject such tenders in which conditions of rebate is stipulated, without assigning any reason thereof.
57. **Arbitration:**

Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement or matter whatsoever, shall, before / after completion or abandonment of work or during extended period, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out of or relating to the contract or breach thereof, shall be referred to a Sole Arbitrator to be appointed by the Principal, B.R.P. Government Polytechnic, Dhamtari at the time of the dispute.

If the arbitrator to whom the matter is originally referred dies or refuses to act or resigns / withdraws for any reason from the position of arbitration, it shall be lawful for the Principal, B.R.P. Government Polytechnic, Dhamtari to appoint another person to act as Arbitrator in the manner aforesaid. Such person shall be entitled to proceed with reference from the stage at which his predecessor left it, if both the parties consent to this effect, failing which the Arbitrator shall be entitled to precede de novo.

It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to Arbitrator at the time of invocation of arbitration under this clause. It is also term of the contract that the cost of arbitration shall be borne by the parties themselves.

The venue of arbitration shall invariably be at Dhamtari.

Subject as aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modifications or re-enactment thereof or rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.

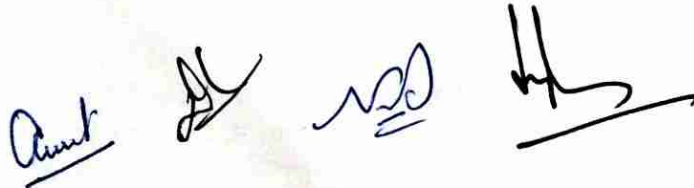
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58. **Force Majeure:**

If at any time, during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract, shall be prevented or delayed by reason of any floods, explosions, epidemics, quarantine restriction or act of God (hereinafter referred to as events), provided notice of happenings of any such eventuality is given by either party to the other within 7 days from the date of occurrence thereof, neither party shall be due to reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance or delay in performance. The operation of contract shall be resumed as soon as practicable after such event may come to an end or cease to exist and the decision of the Institute as to whether the operation have been so resumed or not shall be final and conclusive, Provided further that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 90 days either party may at his option terminate the contract.

Provided, also that if the contract is terminated under this clause, the Institute shall be at liberty to take over from the Security Agency, the security personnel, vehicles & equipment deployed in the campus until a new security agency is appointed and commences the operation.



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OPERATIONAL PARAMETER

The main security objectives of Principal, B.R.P. Government Polytechnic Campus, Dhamtari are as under:

1. Prevention of loss of the Principal, B.R.P. Government Polytechnic, Dhamtari and private property by thefts, burglaries, dacoities etc.
2. Prevention of injury, assault and violation of the persons, especially girls students women employees and legitimate visitors.
3. Smooth conduct of functions, Teaching, conferences, dignitaries' visits, cultural events etc.
4. Freedom of the campus from cattle, tree poachers and other unwanted elements.
5. The security parameters will there have been:
 - Theft related
 - Patrolling related
 - Discipline
 - General
6. Penalty
 - i. For complaint, non adherence of terms & condition specified in tender document, indiscipline and unsatisfactory operation of security services a penalty of up to Rs. 2000/- will be levied after the approval of Principal, B.R.P. Government Polytechnic, Dhamtari on every event.
 - ii. For unsatisfactory level of security services noticed during the inspection by Principal, B.R.P. Government Polytechnic, Dhamtari Officials, a penalty of up to Rs. 5000/- will be levied after the approval of Principal on every event.



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TENDER FOR SECURITY SERVICES

TECHNICAL BID

01. Name of the Tenderer's firm :

02. Office Address :

Tel No. :

Fax No. :

E-mail Address :

03. Name of authorized representative(s) :

04. Documents to be enclosed :

1. Registration under Company Act/Shops & Establishment Act 1958 issued by Chhattisgarh State Govt.
2. Registration under Labour Laws, EPF, ESI & Service Tax.
3. Latest Balance Sheet showing minimum 25 lakh turnover duly signed by C.A.
4. Proof of certificate of Guards undergone training under Chhattisgarh Mukhya Mantri Kaushal Vikas Yojana.
5. Letter of authority/Power of attorney.
6. Any other relevant documents (please Describe)

05. Registration certificate for

PF Enclosed/Not Enclosed

ESI Enclosed/Not Enclosed

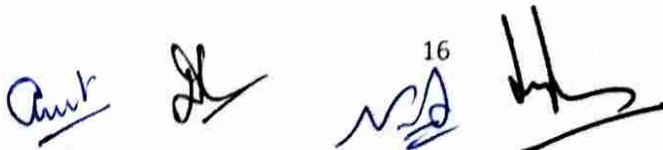
Income Tax and PAN Enclosed/Not Enclosed

Service Tax Enclosed/Not Enclose

06 Turnover during the last three years

Years	Turnover in Rupees (in words and figures)
2018-19	
2019-20	
2020-21	

16



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Please enclose documentary evidence for above facts

07. Earnest money deposit of Rupees 50, 000.00 /- is enclosed vide

D.D. No. _____ Bank _____





Date _____

08. Details of experience in Govt./Public Sector undertaking/Registered Societies during the last three years as per the attached format.

Years	Name of Employer/ Address/Tel. No	Details of Experience Period of Contract with dates of Commencement and termination covering last 3 years	Total Number of Security Guards Employed
2018-19			
2019-20			
2020-21			

SIGNATURE OF AUTHORIZED PERSON OF AGENCY WITH SEAL

17

Ant.    

**OFFICE OF THE PRINCIPAL,
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TENDER FOR SECURITY SERVICES

PRICE BID

S. No.	Category	Qty.	Rate Quoted per person	
			Head	Amount (In Rs.)
01.	Security Supervisor	01	Basic Minimum Wages (In Rs.)	
			ESIC Contribution @ % of Basic Minimum Wage	
			EPFO Contribution @ % of Basic Minimum Wage	
			Total	
02.	Gunman (Skilled)	01	Basic Minimum Wages (In Rs.)	
			ESIC Contribution @ % of Basic Minimum Wage	
			EPFO Contribution @ % of Basic Minimum Wage	
			Total	
03.	Security Guard Male (Semi Skilled)	01	Basic Minimum Wages (In Rs.)	
			ESIC Contribution @ % of Basic Minimum Wage	
			EPFO Contribution @ % of Basic Minimum Wage	
			Total	
04.	Security Guard Female (Semi Skilled)	01	Basic Minimum Wages (In Rs.)	
			ESIC Contribution @ % of Basic Minimum Wage	
			EPFO Contribution @ % of Basic Minimum Wage	
			Total	
Total Rs.				

Note : The number of security guards required will be approximate 6 (it may change)

* 01 Month = 30 Days

**SIGNATURE OF AUTHORIZED PERSON OF AGENCY
with seal & address**

**OFFICE OF THE PRINCIPAL,
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Annexure – A

**LETTER OF SUBMISSION OF TENDER FROM THE CONTRACTOR
OFFICE OF THE PRINCIPAL, B.R.P. GOVERNMENT POLYTECHNIC, DHAMTARI
(C.G.) 493773**

“Providing of Security Services” at Principal, B.R.P. Government Polytechnic, Dhamtari.

1. I / We have examined the Scope of Works, Specifications and Schedule of Quantities and Terms and Conditions relating to the Tender for the said work after having obtained the Tender invited by you.
2. I / We have visited the site, examined the site of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.
3. I / We hereby offer to execute the complete the works in strict accordance with the Tender Document at the item rates quoted by me / us in the attached Bill of Quantities in all respects as per the Specifications and Scope of Works described in the Tender Document and the Annexures containing Terms and Conditions.
4. I / We agree to pay all Government (Central and State) Taxes such as GST, TDS and the rates quoted by us are inclusive of the same.
5. The rates quoted by me / us are firm and shall not be subject to variations on account of fluctuation in the market rates, taxes or any other reasons whatsoever.
6. Should this tender be accepted, I / we hereby agree to abide by and fulfill all the Terms and Conditions and Provisions of the said Contract Document annexed hereto.

Names of the persons authorized to be present at the time of opening of the tenderer

- i. _____
- ii. _____

Documentary proof in respect of Letter of Authority / Power of Attorney to be enclosed along with the Tender.

Place:

Yours faithfully,

Date:

Name and Address of the Tenderer

(Signature of the Tenderer)
Name and Seal & Mob. No.

