



कार्यालय-प्राचार्य शासकीय इंजीनियरिंग महाविद्यालय, जगदलपुर (बस्तर)

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क्र/शा.इं.म.ज/सिक्वु0 सर्विस/2021

जगदलपुर, दिनांक /07/2021

निविदा क्रमांक/शाइमंज/सिक्वुरीटी सर्विस/2021/1371

निविदा प्रपत्र जमा करने की तिथि :- दिनांक 23/08/2021 समय 03:00 PM

निविदा खोलने की तिथि :- दिनांक 24/08/2021 समय 11:00 AM

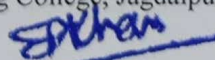
प्रति,

**Tender-II for Security Services work at Government Engineering College, Jagdalpur**

**Tender No.:/Tender-II/GEC-JDP/SC/2021**

**The Criterion Of Selection**

1. Government Engineering College, Jagdalpur reserves the right to accept or reject any or all bids without assigning any reasons.
2. Government Engineering College, Jagdalpur also reserves the right to reject any bid (including the lowest one) which in its opinion is not responsive or violation any the conditions/specifications or which is found to be adopting unethical business practices; without bearing any liability or any loss whatsoever it may cause to the bidder in the process.
3. The contractor will demonstrate to Government Engineering College, Jagdalpur the following to be able to qualify for consideration at the stage of technical evaluation.
  - a) At least two years standing in the field.
  - b) Experience of providing such or similar services to the Central/State Govt. Departments/Autonomous bodies/industries or other similar organizations during last 2 years desirable.
  - c) At Least one currently valid contract for similar works to offices of Central/ State Govt. Departments/Autonomous bodies/industries or other similar organizations.
  - d) Submission of EMD and all documents mentioned in check list (Annexure-III)
  - e) Submission of Rs. 500/- towards the cost of tender document.
4. Incomplete tenders would be rejected. Further, the rejection criterion is mentioned in Annexure-III [Check list].
5. Preference may be given to the contractor(s) having valid Quality System Certificate as per ISO 9001:2000 in case of same rates. The firms whose services have not been found satisfactory in the past or who have been black listed from this office will not be considered even at the first stage (i.e. their technical bid will not be opened).
6. Selection of the bidder would be made after taking all the relevant factors like past performance, credentials responsible business practices, competency to execute such contract, credentials of fulfillment of provisions of labor laws with past contracts and above conditions into account together. Lowest rates are not the sole criteria of selection.
7. Without affection the sanctity of the above criterion, Government Engineering College, Jagdalpur has power to relax any condition of eligibility criteria qualifying the bid(s) based on merit of each cast and if, the situation so warrants in the interest of work of Government Engineering College, Jagdalpur.

  
Principal

Government Engineering College,  
Jagdalpur (C.G.)

To,

The Principal  
Government Engineering College,  
Jagdalpur (C.G.)

**Subject:- Tender-II for Security Services work at Government Engineering College, Jagdalpur**

Dear Sir,

In response to your tender inviting notice for the above mentioned contract, I/We, a Company/Partnership/Sole Proprietor submit the tender with following particulars.

Srl No.	Description	Particulars
1.	Constitution & Nature of Firm (state whether sole proprietor/partnership firm/limited company)	
2.	Year of Establishment	
3.	Registration Number under applicable act with a copy of registration certificate	
4.	Registered Postal address and Branch office if any	
5.	Telephone No. Fax No. Mobile No. e-mail.	
6.	Company Account Details: (a) Name of Bankers & branch with full address (b) Style of Account & Number (c) Name (s) of person(s) operation the account (Enclose Banker's certificate.)	
7.	PF Code allotted by PF Commissioner with photo copy of certificate.	

Having acquired the requisite information related to the subject work after visit of the site and examining the form of contract, nature, quantum of work as effecting the tender invited by on behalf of the Government Engineering College, Jagdalpur. I/We, the undersigned hereby offer for providing experienced/qualified staff as indicated in the Tender Document to SECURITY SERVICES strictly in accordance with the terms and conditions as indicated by you in the said documents.

I/We also agree to submit the bill on monthly basis and accept the payment to the workers as per the Minimum wages declared by the Government of India/Government of Chhattisgarh from time to time. I/We also agree for the compliance of applicable Labour and other Laws in force and other Government orders. All workers engaged by me/us would be suitably compensated by me/us complying with Minimum wages act. All payments under the Workmen Compensation Act, etc. Shall be borne and payable by me/us. I/We will always keep the Government Engineering College, Jagdalpur Indemnified of any claim/damages that Government Engineering College, Jagdalpur have to pay with respect to the service and the deputation of any workers to the Government Engineering College, Jagdalpur.

The Government Engineering College, Jagdalpur reserves the right to reject any or all the TENDERS or accept them in part or to reject the lowest quotations without assigning any reasons. Government Engineering College, Jagdalpur further reserves the right to terminate the contract during its tenure at any time without assigning any reasons.

I/We further pay and have enclosed Earnest Money amounting to **Rs. 50,000/-** (Rs. Fifty Thousand only) and tender fee Rs. 500/- (if tender form downloaded from website) in the form of Demand Draft/Pay Order drawn in Labor of Principal Government Engineering College, Jagdalpur payable at Jagdalpur along with the Technical bid which will remain with Government Engineering College, Jagdalpur up to final award of contract. However, no interest shall be payable on Earnest money. Earnest money of successful bidder shall be refunded only against the submission of Security Deposit.

Thanking you,

Yours faithfully,

( Name )

Signature

Signed as proprietor/partner/Director who holds power of Attorney on behalf of firm

Name of firm

Address



## TENDER DOCUMENT

Subject: Tenders for Security Services at the Government Engineering College, Jagdalpur.

### **ENVELOPE – 1: TECHNICAL BID (In separate sealed Cover-I super scribed as Technical bid)**

Name of work: Contract for Security Services at The Government Engineering College, Jagdalpur

### **CONTENTS AND ELIGIBILITY CRITERIA**

Technical bid of Tender Document:

1. The Tender/Bidder shall have at least 2 years experience in these fields and shall submit the self attested copies of the following documents along with the tender documents.
  - (a) PF Registration with PF code number
  - (b) ESI Registration
  - (c) Valid License issued in respect of previous employers by Regional Labor Commissioner (i.e. Govt. of India/State Government)
  - (d) Details of works of similar nature carried out in Central/State Govt. bodies/department/PSUs/Autonomous bodies/industries/factories/or other similar organization in the last 2 year ending on 31 March as per Annexure-II.
  - (e) Copies of balance sheet and profit and loss A/c of previous three financial years ending duly certified by CA.
  - (f) List of Arbitration cases (if any).
  - (g) Copies of certificates/allotment letter of Service Tax and PAN/TAN Number.
  - (h) Details of managerial, supervisory and other staff.
  - (i) Undertaking of the agency confirming the availability of the adequate manpower of requisite qualification/experience for deployment at The Government Engineering College, Jagdalpur.
  - (j) Copy of Last income tax return.
  - (k) Certificate of GISTIN must enclose, without GISTIN No. it will be rejected.
2. The scope of work under this contract is given in annexure-I.
3. Tendered/bidder shall submit details of organizations, where they have undertaken such similar services as per Annex-II.
4. Tendered/bidder shall submit details as per Annex-III {Check list} along with Technical Bid.
5. General Terms and conditions of the Contract to be fulfilled by the Tendered/Bidder are given in Annex-IV and the bidder shall submit it with technical Bid duly signed on each page in lieu of agreeing to them.
6. The bidder may be a proprietary firm, Partnership firm, Limited Company, Corporate body legally constituted, as per law with valid registration on the last date of submission of the bid.
7. The bidder should have an office in Chhattisgarh.
8. There should be no case pending with the police against the proprietor/firm/partner or the company (Agency). The firm should give such an undertaking with their bid.
9. Tender received without prescribed tender fee i.e. Rs. 500/- (Non Refundable) shall be summarily rejected.
10. The bidder shall pay Bid Security (EMD) of Rs. 50,000/- along with the technical bid by acceptable mode of payment as prescribed in Labor of The Principal Government Engineering College, Jagdalpur payable at Jagdalpur. Bids received without Earnest Money deposit (EMD) shall stand rejected and thus shall not be considered for evaluation at any stage. The bid security without interest shall be returned to the unsuccessful bidders after finalization of contract.

11. The EMD deposited by successful agency will be refunded only after submission of Security deposit. If he wants to get adjusted the amount of EMD towards the Security deposit, then he has to deposit the difference amount. If the successful bidder fails to furnish the issue of letter of award of work, his bid security shall be forfeited unless time extension has been granted by The Government Engineering College, Jagdalpur.
12. Private Security Agency not to engage or provide security guard without license.
13. The bid shall be valid and open for acceptance of the Competent authority of The Government Engineering College, Jagdalpur for a period of 90 days from the date of opening of the tenders and no request for any variation in quoted rates and withdrawal of tender on any ground by successful bidder shall be entertained.
14. An agreement shall be signed with the successful bidder as per specimen enclosed.
15. Counter Terms & Conditions will not be accepted as also any additions/deletions or change in our format will not be allowed.
16. All entries in the tenders must be written in ink or typewritten. Over-writing should be avoided. Corrections, if any, should be attested with signature by the bidder.
17. The sealed tender should be submitted in the principal's office at the Administrative Block of The Government Engineering College, Jagdalpur.
18. Tenders received without EMD/not meeting the tender condition/incomplete in any respect are liable to be rejected. Any discretion will rest with The Government Engineering College, Jagdalpur authorities.
19. Bidders are advised to study carefully the tender documents and the conditions before quoting their bid. All the pages of the tender form should be signed by the bidder as a token of acceptance.
20. The rates should be indicated both in words and figures. In case of discrepancy between the figure (number) and words, the rates given in the words, only will be taken as authenticate and no further clarification will be sought from the bidder.
21. No firm shall be permitted to tender for work in The Government Engineering College, Jagdalpur in which any of their near relatives is an employee connected with the award and execution of the contract. They shall also intimate the names of persons who are working with them in any capacity or subsequently employed by them and who are near relatives of any employee of The Government Engineering College, Jagdalpur. Any violation of this condition which comes to the Notice of the The Government Engineering College, Jagdalpur after the contract is awarded will entitle The Government Engineering College, Jagdalpur to treat the contractors as having committed a breach of contract and to exercise all the rights and remedies available to The Government Engineering College, Jagdalpur on account thereof.
22. The Earnest Money is liable for forfeiture in the event of: (a) Withdrawal of offer during the validity period of the offer, (b) Non-acceptance of orders when placed, or (c) Non-confirmation of acceptance of orders within the stipulated time after placement of offer, (d) Any unilateral revision made by the bidder during the validity period of the offer.
23. The Service Tax, if any, paid by the contractor for this contract will be reimbursed upon production of proof of payment along with monthly bills.
24. The security agency shall in no case pay its employee less than the minimum mandatory rates as specified by Chhattisgarh Government.
25. The Security Agency shall strictly follow the applicable labor law for which a security guard can work.
26. Employee of Security Agency should possess sound health and be free from any disease especially frequently occurring disease.

Declaration by the Tenderer :

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Encls :1. DD/Pay Order No. -----

2. Terms and conditions (each page must be signed and stamped with the seal)

3. Financial Bid

( Signature of Tenderer with seal )

Name :

Seal :

Address .

Phone No. (O) :

E-mail :

Date :

Note : Submission of all the documents mentioned above along with declaration is mandatory. Non submission of any of the documents above render the bid to rejected.



## ENVELOPE – COMMERCIAL BID

**Subject : ANNUAL CONTRACT FOR SECURITY SERVICES**

### CONTENTS

1. Envelope No. 2 shall contain only price bid of Tender Document, i.e. the copy, of schedule of rates duly filled in and signed by the tenderer/bidder. Any commercial or technical condition or qualification of any sort shall not be indicated by the tenderer/bidder in this envelope, otherwise the tender shall be summarily rejected.
2. The format for providing Schedule of rates to be filled by the tenderer/bidder is enclosed. This envelope shall be Super scribed "Envelope-2 Price bid - ANNUAL CONTRACT FOR SECURITY SERVICES WORK."

### SCHEDULE OF RATES (COMMERCIAL BID)

( To be enclosed with commercial bid in a separate cover marked Envelope 2 )

Name of the work: Contract for SECURITY SERVICES WORK at Government Engineering College, Jagdalpur

		a	b	c	d	e	f	g	h
S.No.	Description	No. of persons	Rate/wages per month per person in Rs*	PF*	ESI*	Service Tax	Any other charges	Contractors Service Charge	Total
1.	Security Guards								

( Signature of Tenderer with seal )

Name :

Seal :

Address :

Phone No. (O) :

E-mail :

Date :

### **UNDERTAKING & ACCEPTANCE LETTER BY THE SECURITY CONTRACTOR**

We have carefully gone through the various terms and conditions listed in the Tender Form ( Technical & Bid ) for providing Security Services at Government Engineering College, Jagdalpur. We agree to all these conditions and offer to provide security services at Government Engineering College, Jagdalpur. We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. We have acquainted ourselves with the tasks required to be carried out, before making this offer. We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
Signature of Security Contractor

Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mobile : \_\_\_\_\_

E-mail ID : \_\_\_\_\_



Security Services at the Government Engineering College, Jagdalpur :

**A. SCOPE OF WORK : SECURITY SERVICE CONTRACT**

12 Security guards Round the clock ( 8 hr/shift for 3 shift/day ) security arrangements, including Sundays and holidays, to be provided at Government Engineering College, Jagdalpur Campus, as per following duty point/post on shift basis. The competent authority's reserve the right to increase or decrease the required person as per requirement. The deployment of Security Guard at campus may be assessed by the Contractor before submitting the tender. The number of Security Guards in only in indicative; the number could be increased/reduced as per actual requirement.

**Duty and Responsibilities :**

1. Security services are required at the Campus 24x7 :
2. Proper uniforms, Identity card/equipments for security personnel's should be provided by contractor.
3. Security at Two Gate Entrance
4. Security of whole academic area including all academic and Administrative Buildings.
5. Security of the assets of Government Engineering College, Jagdalpur against theft, pilferage and misappropriation.
6. Prevent entry of unauthorized persons.
7. Maintain records of visitors as directed by Government Engineering College, Jagdalpur.
8. Regulate incoming/outgoing movement of material and vehicular traffic & maintain records of material movement.

Annexure –II

Details of other organizations where such contracts undertaken during last two years ( enclose supporting documents ).

Proforma containing details of other organization where such or similar contracts were undertaken

S.No.	Name & Address of the Organization contact No.	No. of personnel supplied	Period of contract	Whether Govt./Semi Govt./Autonomous bodies/ PSU/Industries etc. (Pl. Specify)	Amount of contract	Reason for termination (if currently not valid)
1						
2						

This information to be given in "Envelope No. 1 Technical Bid for Annual Contract for SECURITY SERVICES