

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
CENTRAL ARID ZONE RESEARCH INSTITUTE, JODHPUR**

No. F. 1(6)2011-2012/Admn. IV

Dated the 20<sup>th</sup> October, 2011

**TENDER NOTICE**

On behalf of the Director, Central Arid Zone Research Institute, Jodhpur Tenders are invited from the registered parties/Society/agencies etc., who provides security services of ex-servicemen on contract basis for undertaking security job work (on contract basis) at this Institute. i.e CAZRI, Light Industrial Area, Jodhpur Rajasthan. The interested registered party/Society/agencies etc. may purchase the tender document by depositing Rs. 500/- (non-refundable) for each tender copy either in cash with the cashier of this Institute or through Bank draft in favour of ICAR Unit CAZRI, Jodhpur during office hours on any working day w.e.f. 22.10.2011 to 04.11.2011 (upto 12.00 noon). The details, terms and conditions may be seen in the website [www.cazri.res.in](http://www.cazri.res.in) of the Institute.

The interested party/society/agencies etc. (Regd.) may submit their tenders duly completed in all respect with a copy of the terms and conditions duly signed and sealed on each page along with bid security (EMD) as per the tender document. The tender without Bid security (earnest money) will be rejected. The last date of receipt of tender is 04.11.2011 at 3.00 p.m. The tender (technical bids and financial bids) will be opened by an approved committee of the Institute as per the schedule as mentioned in the tender documents in the presence of tenderers.

Asstt. Administrative Officer (S)  
for Director

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
CENTRAL ARID ZONE RESEARCH INSTITUTE, JODHPUR**

No. F. 1(6)2011-2012/Admn. IV/

Dated 20.10.2011

**INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND  
CONDITIONS GOVERNING THE JOB WORK CONTRACT FOR PROVIDING  
SECURITY AT CAZRI, JODHPUR.**

- A Cost of Tender Form 500/- (Rupees five hundred only).
- B Last date of receipt of Tenders in Office is at 3.00 p.m. on 04.11.2011
- C Tenders (technical bids) to be opened at time 3.30 p.m. on 04.11.2011
- D Tenders (financial bids) to be opened at time 3.30. p.m. on 05.11.2011
- E Tender to remain open for acceptance up to 90 days from the date of opening
- F The Tender document is also available at our web-site [www.cazri.res.in](http://www.cazri.res.in)

**NOTE**

1. The Director, Central Arid Zone Research Institute, Jodhpur may at his discretion, extend this date by a fortnight and such extension shall be binding on Tenderers.
2. If the date up to which the Tenders is open for acceptance is declared to be a holiday the Tenders shall be deemed to remain open for acceptance till the next working day.
3. All communications must be addressed to the Director, CAZRI, Jodhpur.

From: Asstt. Admn. Officer (S)  
Central Arid Zone Research Institute,  
Jodhpur

To

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.....

Dear Sir (S)

1. Sealed tenders are hereby invited on behalf of the ICAR (Director, Central Arid Zone Research Institute, Jodhpur) for contract of PROVIDING JOB WORK CONTRACT FOR PROVIDING SECURITY AT CENTRAL ARID ZONE RESEARCH INSTITUTE JODHPUR . The terms and conditions of contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tenders forms and its schedules. Please submit your rates in the tenders form if you are in a position to furnish the requisite service in accordance with the requirements stated in the attached schedules.
2. An earnest money of @ 3% of the quoted bid (three percent) must be deposited in the form of demand draft/pay order payable to Director, CAZRI, Jodhpur. The particulars of the earnest money deposited must also be superscribed on the top of the envelope by indicating the draft/pay order number and date, failing which the tenders will not be opened. The tenders will not be considered if earnest money is not deposited with the tenders.

3. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute . In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the Institute.
4. The schedules of the tenders form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tenders form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter along with the tenders. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.
5. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the tenders is not fully filled in Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
6. If tenderer does not accept the offer, after issue of letter of award by Institute within 10 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.
7. In case of partnership firms, where no authority has been given to any partner to execute the contract agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Council/Institute shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules to the tenders and annexure, if any, should be signed by the tenderer.
8. The original copy of the tenders is to be enclosed in double cover. The inner cover should be sealed. The outer cover should be superscribed : “THE JOB WORK CONTRACT FOR SECURITY AT CAZRI, JODHPUR” with address of this office and the tenderer shall place two envelopes clearly marked containing technical bid and financial bid separately in the main envelop. All Tenders should be sent by Registered Post. Tenders to be hand delivered should be put in the tenders box, which will be kept in the office of AAO, Admn. IV (Stores) of the CAZRI, Jodhpur not later than prescribed time /date/month/year.
9. The rates quoted by each firm for security work contract in tenders be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on tenderer’s behalf should be indicated in the tenders. Name and address of permanent representative of the tenderer if any, may also be indicated.

10. The Institute is not bound to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders in whole or in part. You are however at liberty to Tenders for the whole or any portion or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional Tenders will not be accepted.
11. An amount of 7% of total contract value as a security deposit for the security work contract is to be deposited by the selected agency/successful tenderer only after receiving a communication from the Institute. In the event of non-deposition of the same the earnest money will be forfeited.
12. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
13. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and Institute will not entertain any claim whatsoever in this respect. However the service taxes or any other tax which is as per the rules of the Govt., shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by government.
14. Director, CAZRI Institute reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons not mandatory to be communicated to the tenderer.
15. Decision of Director, Institute shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, CAZRI. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996 .
16. Acceptance by the CAZRI Institute will be communicated by FAX/Telegram, Express letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/Telegram/Express letter etc should be acted upon immediately.
17. The following documents/vouchers are required to be enclosed with the tenders form which are the terms and conditions of the tender's document. If required documents are not attached the bid can be rejected
  - a) Registration certificate of the firm under the work contract of the Govt.
  - b) Minimum turnover of the firm not less than Rs. 15 lacs (fifteen lacs) during the last financial year . Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.
  - c). Last three years continuous experience of the firm in the field of providing such services in Central Govt. establishments/Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organizations: provide the details in enclosed tabular form.
  - d). Employee ESI/EPF registration certificate issued by local government etc.
  - e) PAN card in the name of firm/proprietor other related documents, Banker details/address proof etc. If any agency is exempted from depositing of the above documents a copy of supporting Govt. Orders should be enclosed.
  - f). The contractor/agency must have a registration with the Contract Labour Regulation and Abolition)Act. 1970. The contractor shall obtain the labour licence under this act.
  - g). Service tax registration certificate issued by Govt. etc.

- h). Successful Tenderer will have to enter into a detailed contract agreement with ICAR (Director, CAZRI, Jodhpur) on non-judicial stamp paper of 100/- (Rupees one hundred only) for the security work contract.
- i). Only those firms will be considered for financial bid who will qualify in the technical bid. Firm should be Registered with **Soldier Board** or any other concerned authorities of Central Government/State Govt. or under company Act or any other Act essential for carrying out security contract.

Note : The technical bids and financial bids may be submitted in separate envelopes to be sealed and put in a main cover.

In case the bid document is down loaded from CAZRI web site, the bidder shall have to deposit the cost of each tender document (i.e. Rs. 500/- (non refundable) in the form of Demand Draft in favour of ICAR Unit CAZRI Jodhpur” payable at Jodhpur alongwith the bid.

Yours faithfully,

Asstt. Administrative Officer(S)  
for and on behalf of the Director  
Central Arid Zone Research Institute,  
Jodhpur

**TENDERS FOR THE CONTRACT OF SECURITY JOB WORK**

Full Name & Address of the Tenderer in :  
addition to Post Box No., if any, should  
be quoted in all communications to this  
office  
Telephone No. :  
Telegraphic Address/FAX/Cellular No. :  
E-Mail address :

From  
.....  
.....

To  
The Director,  
Central Arid Zone Research Institute, Jodhpur.

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for Security work contract and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in Schedule-I to this Tender and I/we agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the Contract.

- 1. I/We shall be bound by a communication acceptance dispatched within the prescribed time.
- 2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
- 3. The following pages have been added to and form a part of this Tender.  
The Schedules-I & II to accompany this Tender are at pages
- 4. Every page so attached with this Tender bears my signature and the office seal.
- 5. DD/Pay Order/FDR No. \_\_\_\_\_ of Rs. \_\_\_\_\_ drawn in favour of ICAR, Unit CAZRI, Jodhpur and payable at SBI, CAZRI Branch, Jodhpur is enclosed as earnest money required.

Yours faithfully

Signature & Seal of the Tenderer  
Telephone No. Office

Witness \_\_\_\_\_

Address \_\_\_\_\_

Occupation \_\_\_\_\_

Resi.

Mobile

Signature of witness to contractor's signature

Address:

Name & Signature of Witness :

Address:

Signature of the tenderer .....

## SCHEDULE – I

### SCHEDULE TO TENDERS

#### Part - I

1. Name of the Firm/Agency
2. Full address with Post Box No.  
And Telephone No. if any
3. Constitution of the Firm!  
Agency (Attached copy)  
Indian Companies Act, 1956  
Indian Partnership Act, 1932  
(Please give names of partners)  
Any other Act, if not, the owners
4. For Partnership firms whether registered under the Indian Partnership Act, 1932, please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.
  - i) If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the Tenders to refer dispute condemning business of the partnership to arbitration.
  - ii) If the answer to above is in point one and two the affirmative please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partner
5. Name and Full Address of your Banker's
6. Your Permanent Income Tax No./Circle/Ward
7. Any other relevant information

#### PART –II

8. Earnest Money Deposited: Yes/No

Signature of the tenderer .....

**PART – III**

9. Name and Address of the firm's representative and whether the firm would be representing at the opening of the Tenders
10. Name of the Permanent Representative to be visiting CAZRI, Jodhpur regarding the contract

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

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

AUTHORISED SIGNATORY

Please add supplementary pages to be numbered wherever needed by the Tenderer

## SCHEDULE-II

### GENERAL INFORMATION & OTHER TERMS & CONDITIONS OF THE SECURITY WORK CONTACT

S.No.	Brief description of Security Jobs work.	Period	Place of work
1.	Security services (Ex-serviceman guards) on job work contract basis for security at Main gate and CAZRI Residential Colony of the Institute. The Security Agency who provided ex serviceman will be responsible for <b>round the clock watch and ward/security services</b> at CAZRI Campus, Jodhpur	3 (three) months*	CAZRI, Jodhpur
	<b>DUTIES OF GUARDS</b> (a) ex-serviceman Security guards posted at Main gate will screen the visitors, employees and students and will allow entry only after ascertaining the identity and purpose of the visit (other than duty). (b) The material and goods will be allowed to be taken outside the Institute only after verifying the gate pass issued by AAO (S) / Security Officer/ Farm Supdt./ or authorized officer of the Institute. (c) Patrolling during night wherever is essential. (d) The watch and ward duties will be for all the 7 days of the week. (e) The duties will be subject to change as per requirement of the Institute. (f) The security will be carried out as per instructions of Security Officer/Competent authority of the Institute.		
	* The security work contract may be awarded for a period of three months initially, this may be terminated before the 3 months period without ascertaining any reasons or extended the same, this is at the discretion of the Director, CAZRI, Jodhpur		

Signature of the tenderer .....

### **Terms & Conditions of the Security work contract**

1. The contractual security staff should follow strict attendance and alternative arrangements are to be made by the agency whenever any one of security personnel is go on leave under intimation to Security Officer/Office.
2. Changing of guard/security personnel should be intimated to Security Officer.
3. The Director, CAZRI reserves the right to reject any or all quotation in whole or in part without assigning any reason therefore. The decision of Director, CAZRI shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
4. The staff provided should also maintain secrecy and discipline in the premises of Institute.
5. The staff provided should be capable of reading and writing Hindi and English with a minimum qualification of High school Standard.
6. The Security agency/firm/contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of ICAR/CAZRI for the purpose. All complaints should be immediately attended to by the Agency.
7. Uniform with colour specifications and pattern approved by Institute should be supplied by the ex serviceman providing agency to his guards at his own cost and it should be ensured that the working staff etc. are in proper uniform while on duty,.
8. The agreement is terminable with one month notice on either side.
9. The security agency/firm/contractor shall not sublet the work without prior written permission of the CAZRI .
10. The security agency/firm/contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
11. The selected agency shall provide the necessary security personnels for at CAZRI, Jodhpur as per labour acts. The agency shall employ good and reliable persons with robust health and physically fits. In case any of the personnel so provided is not found suitable by the CAZRI, the CAZRI shall have the right to ask for his replacement without giving any reason thereof and the agency shall on receipt of a written communication will have to replace such persons immediately.
12. **The guards deployed must be ex-servicemen below the age of 55 years only (Not trade man).** As evidence, identification proof like Discharge certificate/Identity card be provided for the ex-serviceman guards at the time of deployment/verification of bill.
13. The persons so provided by the agency under this contract will not be the employee of the Council/CAZRI and there will be no employer-employee relationship between the Council/CAZRI and the person so engaged by the Security agency / firm/contractor in the aforesaid security contract.
14. Payment for security work will be made monthly upon submission of pre-receipted bill.
15. After physical inspection of the site, a very detailed assessment/requirements of personnel for providing security work/services at the CAZRI Institute shall have to be furnished along with the Tender. However, the Tenders should indicate only the lump-sum amount in respect of all the work/services covered under this contract and that rates should not be proposed on the basis of manpower to be deployed under the contract. No request for alteration in the rates once quoted will be permitted.

16. The rates to be quoted should include cost of each and every item including transportation cost, manpower cost and taxes etc. The CAZRI shall not bear any extra charge on any account whatsoever i.e. EPF,ESI contribution, Uniform Liveries, OTA etc.
17. The Security agency/firm/contractor will discharge all his legal obligations in respect of the security personnels/Guards/supervisors to be employed/deployed by them/him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The security agency/firm/contractor shall indemnify and keep indemnified the CAZRI from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute. The decision of Director, CAZRI, shall be final and binding on the security agency/firm/contractor.
18. Income Tax will be deducted from the payments due for the work done as per rule.
19. They should not leave their points unless and until the reliever comes for shift duties, the security agency/firm will maintain all the registers, which are kept at concerned Section.
20. Changing of guard(s)/staff should be intimated to the Caretaker/security officer
21. The security agency/firm/contractor must employ **ex-servicemen guards** only .
22. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., State Govt. relating to this contract made applicable from time to time.
23. Risk Clause : CAZRI reserves the right to discontinue the work /service at any time, if the work/services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from S.D. or pending bills or by rising a separate claim.
24. The ex-serviceman guard should be properly trained/ active/ attentive and have well sense of security measures.
25. If any guard/security supervisor will be found without uniform at the time of duty, a penalty @ Rs. 500/-each time will be imposed at the agency.
26. Any stationery items like register scales, writing pad pencil stapler etc. will not be provided by the Institute.
27. The Security Agency shall, within 10 days from the communication of the acceptance of the tender or such extended time as may be specified by the authority at his sole discretion, furnish security at the rate not less than 7 percent of total consideration payable under contract in cash/in the form of DD/FDR/TDR valid upto 60 days after the date of completion of all contractual obligations by the Agency. In case the Agency fails to deposit the SMD within the aforesaid period, the contract awarded may be cancelled and EMD forfeited.
28. No security point should be left unmanned/unguarded, in any circumstances. In case any guard of the agency wants to take any type of leave, suitable reliever in lieu of him will be provided before proceeding on leave.
29. In case, any guard/security supervisor/officer is found involved in any undesirable/mischievous/misbehavioural activities, which adversely affect the Institute, he will be replaced by the agency with the consent of the Institute authority & penalty whatsoever decided by the Institute will be imposed on the Agency.

30. To make proper co-ordination company/agency authorities will visit the Institute campus minimum once in a month, so that discrepancies/irregularities related to security matters may be directly conveyed to the agency.
31. No security guard will be allowed to perform duty in two consecutive shifts i.e. without giving proper break for rest purpose.
32. Initially the security work contract will be awarded for a period of three months The period, however, can be increased or decreased depending upon the satisfactory performance/requirement.
33. If guard is deputed for security reason to VIP & he has to proceed out of station with the VIP, the security agency/firm/Contractor has to pay TA&DA to the guard.
34. The agency should provide Photograph identity/complete address alongwith phone number antecedents clearance by police of all security personnel engaged for the job on awarding the contract. At the time of deployment of security personnel, the I/C security/committee will verify all such records. All equipment are also shown or provided at the time of taken over the charges. All the guards on duty should bear Identity Card all the time during duty hours.
35. The Institute will not be responsible either to the Security agency/Contractor or to its workers deployed at this Institute for any medical assistance/injuries/death or any kind of loss occurred during the course of performing duty of Watch & Ward.
36. The watch and ward personnel should be healthy, desirable physique and proper experience and may be shuffled from time to time.
37. Watch and Ward personnel not develop social relationship with ICAR staff or the member of their family, failing which he should be immediately replaced.
38. In case of any contractual security guards of the security agency while on security watch and ward works happens any accident, casualty or death, the Institute will not responsible for such incedent, casualty or death, the security agency shall be responsible and if any claims recovery of losses will be given by the security agency/contractor.
39. Theft cases during the contract period in the Institute premises, the recovery of such loss(es) will be recovered from the security agency.
40. The security guard of the security agency while on security will attentive and stop such people, walkers, who bring food for dogs and food grain for birds in the campus.
41. The ex-serviceman guard will also perform the patrolling duty day & night and service provide contractor/agency will have good liaison with the respective thana (police station/police post), Institute authorities as well as district authorities of Jodhpur

**LIQUIDATED DAMAGES CLAUSE:**

1. An amount equivalent to two days of contract amount, subject to a minimum of Rs.2000/- will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark in any Section, it will be brought to the notice of the agency/firm by ICAR/CAZRI and if no action is taken within one hour liquidated damages clause will be invoked.
2. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person(s) will have to be replaced immediately.

The Director, CAZRI reserves the right to reject any or all Tenders in whole or in part without assigning any reasons therefore. The decision of Director, CAZRI shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.

Signature of the tenderer.....

**List of Document submitted by the Bidder in Technical bid**

Sl. No.	Documents required	Yes/No	Page No.
1.	EMD		
2.	PAN Card in the name of firm/proprietor.		
3.	ESI/EPF Registration No. alongwith valid certified copy thereof		
4.	Firm should be Registered with <b>Soldier Board</b> or any other concerned authorities of Central Government/State Govt. or under company Act or any other Act. essential for carrying out security contract.		
5.	Experience Certificate/List of contract in this field of last three years in tabular form (Enclose certified copy of certificate of satisfactory performance 2007-08 onward), experience of working with ICAR/GOI/State Government, Autonomous bodies, Public sector/ undertaking local bodies only will be preferred.		
6.	Minimum turnover of the firm not less than 15.00 Lacs (Rupees fifteen Lacs only) during the last financial year. Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.		
7.	Other related documents, Banker details/address proof etc.		
8.	Service tax registration certificate issued by the Govt. etc.		
9.	If any agency is exempted from depositing of the above documents a copy of supporting government orders should be enclosed.		
10.	The contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970 and C.L. (R. & A.). Central Rules 1971. The contractor shall obtain the labour license under this Act.		

Details of the Minimum 3 years experience/work done.

Sl. No.	Name of the Deptt./ Organisation & Name of contact Person with Ph. No.	Period		No.of staff	Remarks
		From	To		
1.					
2.					
3.					

(Authorised Signatory)

## FINANCIAL BID

(This financial bid to be enclosed in a separate envelop with seal)

Last date for receipt of Tender : 04.11.2011 at 3.00 p.m.  
Date of opening of Financial Bid : 05.11.2011 at 3.30 p.m.

To  
The Director,  
Central Arid Zone Research Institute, Jodhpur.

Sir,

I/We wish to submit our Tenders for PROVIDING THE SECURITY JOB on the following rates.

Sl. No.	Particulars	Rate per Month inclusive all taxes & charges
1.	Monthly consolidated rate offered for PROVIDING THE SECURITY JOB WORK CONTRACT(ex-serviceman guards) in accordance with scope of work ensuring the highest standards of Security Services and as per the terms and conditions specified in the Tender including all labour, material, transportation, specially covered all acts & taxes etc. as applicable from time to time. Service tax will be provided extra overall above rate quoted as per applicable rates.	_____ (Rs. In Figure)  _____  _____ (Rs. In Word)

I/We agree to forfeit of the earnest money if I/we fail to comply with any of the terms and conditions in whole or in part laid down in the Tender form.

The above rates including all wages & other liabilities, like EPF & ESI as prescribed by Ministry of Labour for providing services by deploying 100% Ex-servicemen. If above quoted rates found lower than that the same may not be considered by the Institute for award of the contract.

We have carefully read the terms and conditions of the Tender and are agreed to abide by these in letter and spirit.

Signature \_\_\_\_\_  
Name & Address of the Firm \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Mobile No. \_\_\_\_\_

**List of Document submitted by the Bidder in Technical bid**  
**S.No. Name of Bidder**

Sl. No.	Documents required	Yes/No	Page No.
1.	EMD		
2.	PAN Card in the name of firm/proprietor.		
3.	ESI/EPF Registration No. alongwith valid certified copy thereof		
4.	Firm should be Registered with <b>Soldier Board</b> or any other concerned authorities of Central Government/State Govt.or under company Act or any other Act. essential for carrying out security contract.		
5.	Experience Certificate/ List of contract in this field of last three years in tabular form (Enclose certified copy of certificate of satisfactory performance 2008 onward), experience of working with ICAR/GOI/ State Government, Autonomous bodies, Public sector/ undertaking local bodies only will be preferred.		
6.	Minimum turnover of the firm not less than 15.00 Lacs (Rupees fifteen Lacs only) during the last financial year. Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.		
7.	Other related documents, Banker details/address proof etc.		
8.	Service tax registration certificate issued by the Govt. etc.		
9.	If any agency is exempted from depositing of the above documents a copy of supporting government orders should be enclosed.		
10.	The contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970/ CL(R & A) Central Rules, 1971./Private Security Agenices Act. 2005/2006. The contractor shall obtain the labour license under the Act.		