

ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
Engineering Division, Kalyani Works
Plot -16 A & B, Block-D,
Kalyani, Nadia, PIN-741235, WB

**TENDER DOCUMENTS FOR PROVIDING ROUND THE CLOCK (24 HOURS)
SECURITY SERVICES FOR TOTAL SECURITY ARRANGEMENT AT OUR KALYANI
WORKS.**

ANDREW YULE & CO. LTD. invites e-Tender under single stage two part system (**Part I: Techno-Commercial Bid and Part II: Price Bid**) from bona fide and reputed **Company/Firm/Agency** for supply/providing Security personnel the details of which are available in Annexure-II, III and IV as specified in this tender document.

Tender document may be downloaded from MSTC website www.mstcecommerce.com/eprochome/aycl. Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only.

AYCL reserves the right to accept or reject any tender.

Brief Description:-

1. E-Tenders are invited by Andrew Yule & Company Limited, Engineering Division, from eligible registered **Company/Firm/Agency** having experience to provide independently “Round The Clock” (24 Hours) security services by deployment of security personnel for Watching , Guarding, and safe keeping of company’s properties of Kalyani Works situated at Plot-16A&B,Block–D, Kalyani. Dist. Nadia, WB. The Team would comprise of Security Guards, Gunman and Security Supervisors.
2. The offer is invited for a period of 2 Years with effect from 01.04.2016 and a provision to extend further six months on mutual agreement.
3. Your offer should be Per Person Per Month basis considering 8 hours per day for every month in a calendar year. The details of services required are given in Annexure-IV.

Schedule of Tender

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| 1. | TENDER NO. | ENG/SECURITY GUARD/KW/2016-17/1 Dated : 12.02.2016 |
| 2. | MODE OF TENDER | e-Procurement System Online submission of Part I - Techno-Commercial Bid and Part II - Price Bid through www.mstcecommerce.com/eprochome/aycl The intending bidders are required to submit their offer electronically through this e-tendering portal. No physical tender is acceptable by AYCL/MSTC |
| 3. | E-Tender No. / Event No. | AYCL/ENGINEERING DIVISION/2/15-16/ET/19 |
| 4. | Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal | 12.02.16 |
| 5. | Date of availability of NIT to the Vendors for downloading | 12.02.16 |
| 6. | Earnest Money Deposit | <ul style="list-style-type: none"> • “Earnest Money Deposit” of Rs.20,000 (Rupees Twenty Thousands only) to be paid by D.D. favoring Andrew Yule &Co Ltd, payable at Kolkata. |
| 7. | Tender Fee | <ul style="list-style-type: none"> • Tender Fee – Rs. 500/- (Five Hundred only)) to be paid by D.D. favoring Andrew Yule &Co Ltd, payable at Kolkata. |
| 8. | Date of Starting of e-Tender for submission of Online Techno-Commercial Bid and Price Bid at www.mstcecommerce.com/eprochome/aycl | 12.02.2016 – 4:30 PM |
| 9. | Date of closing of Online e-tender for submission of Techno-Commercial Bid & Price Bid at www.mstcecommerce.com/eprochome/aycl | 27.02.2016 – 03:00 PM |
| 10. | Date & time of opening of Part-I (Techno-Commercial Bid) | 29.02.2016 – 03:00 PM |
| 11. | Date & time of opening of Part-II (Price Bid) | 2.03.2016 – 03:00 PM |

List of Annexure

| | |
|---|---------------------|
| Important Instructions for E-procurement - | Annexure-I |
| General Information- | Annexure-II |
| Techno commercial terms & Eligibility criteria | Annexure-III |
| General and other Terms& Conditions | Annexure-IV |
| Price Sheet | Annexure-V |

Important Instructions for E-procurement

This is an e-procurement event of ANDREW YULE & COMPANY LTD Ltd.

You are requested to read the Terms & Conditions (Annexure- II, III, and IV) of this tender before submitting your online tender. Tenderers who do not comply with the Conditions with documentary proof (wherever required) will not qualify in the Tender for opening of Price Bid.

1. Process of E-tender:

A) **Registration:** The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type Digital Signature Certificate. Vendors are to make their own arrangement for bidding from a PC connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ONLINE AT www.mstcecommerce.com/eprochome/aycl

- 1) Vendors are required to register themselves online with www.mstcecommerce.com → e-Procurement → PSU / Govt. depts. → Register as Vendor under AYCL- Filling up details and creating own user id and password → Submit.
- 2) Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.

In case of any clarification, please contact MSTC/AYCL (before the scheduled time of the e-Tender).

Contact person (ANDREW YULE & COMPANY LTD):

1. Mr. Pradip Majumder
Manager (Purchase)
pradip.majumder@andrewyule.com

Cell : +91 98310 01118
Phone : +91(33) 2582 5734; +91(33) 2582 8279
Fax : +91(33) 2582 8581

2. Mr. Gourab Banerjee
Asst. Manager – Materials
gourab.banerjee@andrewyule.com
Cell- 9674037162

Phone : +91(33) 2582 5734; Fax:+91(33) 2582 8279

Contact person (E-Commerce, MSTC Ltd):

- | | |
|--|--|
| 1. Mr. Arindam Bhattacharjee Deputy. Manager (E-commerce) Mobile No: 09330102643 Email: arindam@mstcindia.co.in Landline: (033) 22901004 | 2) Mr. Sabyasachi Mukherjee Assistant Manager (E-commerce) Mobile- 07278030407 Email:smukherjee@mstcindia.co.in |
| 3. Ms Sumona Maity Management Trainee (E-Commerce) Mobile-09831155225 Email: smaity@mstcindia.co.in | |

System Requirement:

- i) Windows XP-SP3 or above / Windows 7 Operating System
 - ii) IE-7 or above Internet browser.
 - iii) Signing & Encryption type digital signature
 - iv) JRE 7 updates software to be downloaded and installed in the system. Security level should be medium
 - v) To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level (Please run IE settings from the page www.mstcecommerce.com once)
2. Part-I: Submission of EMD , Tender Fee & Filled up General Information Form (Annexure – II)- in sealed envelope to **DGM (Materials), KW, AYCL:**
- "Earnest Money Deposit" of Rs.20,000 (Rupees Twenty Thousands only) to be paid by D.D. favoring **Andrew Yule &Co Ltd**, payable at Kolkata.
Bidder may request for exemption from submitting EMD (Refer details given in SI No 1 of Annexure-IV, General terms & condition).
 - **Tender Fee – Rs. 500/- (Five Hundred only- Non refundable)** to be paid by D.D. favoring **Andrew Yule &Co Ltd**, payable at Kolkata.
 - **General Information (Annexure - II)** is to be filled up & to be submitted along with EMD & Tender fee in sealed envelope to **DGM (Materials), Kalyani Works , Andrew Yule & Co. Ltd., Plot 16A & B , Block D , Kalyani - 741235 , Nadia , West Bengal.**

In case of failure to submit the EMD & Tender Fee within the stipulated time, the Tender will not be considered.

Part-II: Online Bid Submission: After proper submission of EMD and Tender Fee at Andrew Yule & Co, the prospective bidder to submit online Techno commercial and price bid through MSTC portal.

Following documents are to be uploaded at the E-Tender Portal as a credential of the prospective bidder:

1. Present Customer List.
2. Copies of purchase Orders & Performance Certificate from at least three reputed Organizations for having supplied Security personnel during the year 2014-2015. Offers received without copies of performance certificate will/may be rejected.
3. Balance sheets and P&L Account. (2012-2013, 2013-2014 & 2014-2015).

Bidding in e-Tender:

- a. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by ANDREW YULE & COMPANY LTD. EMD to be paid along with the Document within the last date as mentioned in SOT.
- b. The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.
- c. The bidder(s) who have submitted the EMD & Tender Fee to Andrew Yule can submit their Techno Commercial Bids and Price Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → PSU / Govt depts. → Login under AYCL → My Menu → Auction Floor Manager → live event → Selection of the live event.
- d. The bidder should allow to run an application namely enApple by accepting the risk and clicking on run. This exercise has to be done twice immediately after opening of Bid floor. Then they have to fill up Common terms / Commercial specification and save the same. After that clicking on the Techno-Commercial bid, if this application is not run then the bidder will not be able to save / submit his Techno-Commercial bid.
- e. After filling the Techno-Commercial Bid, bidder should click 'save' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to be filled up and then bidder should click on "**Save**" to record their Price Bid. Then once both the Techno-Commercial bid & Price Bid has been saved, the bidder can click on the "**Submit**" button to register their bid.
- f. Vendors are instructed to use link in **My Menu** to **Upload Documents** in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.

- g. Once documents are uploaded in the library, vendors can attach documents through *Attach Document* link against the particular tender. For further assistance please follow instructions of vendor guide.
- h. In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- i. During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- j. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- k. Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can download Technical Comparative statement.
- i. Price bid will be opened electronically on specified date and time given in the NIT. Bidder(s) can download Price Comparative statement.
- m. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- n. All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply. Such successful tenderer shall be called hereafter **SUPPLIER**.
- o. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
- p. Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- q. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- r. Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

E-tender cannot be accessed after the due date and time mentioned in NIT.

All notices / corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by ANDREW YULE & COMPANY LTD/MSTC LTD. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the

stage of registration of vendor with MSTC. Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.

No deviation to the technical and commercial terms & conditions are allowed.

ANDREW YULE & COMPANY LTD has the right to cancel this e-Tender without assigning any reason thereof.

The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website www.mstcecommerce.com/eprochome/aycl of MSTC Ltd.

The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

The bid will be evaluated based on the filled-in technical & commercial formats.

Bidders are requested to read the vendor guide and see the video in the page www.mstcecommerce.com/eprochome/mstc of MSTC Ltd. to familiarize them with the system before bidding.

**ANDREW YULE & COMPANY LIMITED
Kalyani Works, Engineering Division**

General Information

Ref. Tender No.: ENG/SECURITY GUARD/KW/2016-17/1 Dated 12/02/2016

(This document should be dully filled up and attached along with EMD)

The applicants are required to furnish full information to the queries included in this form. In giving the particulars, the supporting documents/certificates as called for per queries at places, must be tagged with the application for evidencing the information furnished in the application.

1. Name of the firm in full :

2. Address, Telephone No.,

Fax No. & E-mail :

a) Address :

b) Telephone No. :

c) Fax No. :

d) E-mail ID :

e) Name of contact person :

3. Status of the company (Limited / Pvt. Ltd /
Proprietary /partnership/ Reg. /Non-Reg.
and date of inception:

4. Strength of Security Guards / Gunman
/ Security Supervisors:

5. Trade License No.

**(Please attach a photo
Copy of the license) :**

6. Service Tax Registration No.
(Please enclose photocopy of Reg.)

7. Banker's name

(a) Name of the Bank :

(b) Name & address of the Branch :

(c) Account No. :

Note: A copy of Banker's Certificate to be attached.

8. Sales tax Registration No.

(a) Central :

(b) State / VAT :

9. I. T. Permanent Account No. &
assessed up to (latest clearance
Certificate to be attached):

10. ESI Code No. & Copy of Challan
for amount last remitted.

11. PF Code No. & Copy of Challan
for amount last remitted.

12. Turnover in last three financial
years (Audited Balance Sheet and
P & L Account to be submitted):

13. Name of present customer
(photocopy of few contracts may
be enclosed):

14. Copy of license under the Private
Security Agency (Regulation) Act, 2005/
the West Bengal Private Security Agencies
(Regulation) Rules, 2007, to work in the
District of Nadia, West Bengal.:

15. Details of empanelment with Directorate
of Resettlement Govt. of India:

16. Details of EMD (DD Details) submitted:

17. Details of Tender Fee (DD Details) submitted:

I/we hereby certify that the particulars furnished by me/us above are true to the best of my / our knowledge and belief and mis-representations of facts will render me/us liable to my/our action as may be deemed fit by Andrew Yule & Co. Ltd. (Engineering Division) & have the sole discretion to reject or accept my/our candidature.

(Signature of the Applicant)
Office Stamp/Seal.

Place :

Date ;

List of Enclosures:

TECHNO-COMMERCIAL TERMS
(**To be filled online in MSTC portal**).

| SL NO | TERMS & CONDITIONS |
|-------|---|
| 1 | Negotiated L1 price may be offered to other bidders whose price bid was opened..Andrew Yule reserves the right to order the entire Tender quantity on the L1 bidder. |
| 2 | Risk purchase clause: The company reserve the right to impose risk purchase clause as " For delay in execution / supply we shall have every right to do the same through some other agency/s which shall deemed fit and the additional cost of the same (Incidental/Consequential) shall be to your account which with respect to our intimation or observation whatsoever. Please confirm acceptance. |
| 3 | Security Deposit - The EMD amount of the successful Bidder will be retained as security deposit towards the execution of the order and the same will be released after completion of order. Please confirm acceptance. |
| 4 | Liquidated damage - If the delivery is delayed beyond the date of scheduled date of execution in the order, penalty will be levied @ 1/2% per week subject to a maximum of 5% . Please confirm acceptance. |
| 5 | Legal condition: Any contract entered against this tender will be as per the following legal condition- It is recorded that this purchase order / contract / agreement is executed and concluded by and between the parties hereto at premises Engineering Division, Kalyani Works Plot -16 A & B, Block-D, Kalyani, Nadia, PIN-741235, West Bengal. In the event of any dispute arises out of this agreement between the parties only the appropriate Civil Court in the City of Kolkata shall have the exclusive jurisdiction to entertain, try and determine the said proceedings in exclusion of all other courts. Please confirm acceptance”-. |
| 6 | Validity of offer: Your price should be valid for acceptance for a period of 90 days from the date of opening of techno-commercial bid. |
| 7 | The price quoted should be valid for supplies/deliveries up to 31.03.2018 |
| 8 | The credit period will start from the date of receipt of bill at Andrew Yule, Co, Kalyani Works. |
| 9 | PAYMENT TERMS: -Direct Credit |
| 10 | Please indicate the number of days of direct credit. (Andrew Yule’s payment term is minimum 60 days direct credit. If the offered payment terms is less than 60 days , bids will be opened at the sole discretion of Andrew Yule & price will be loaded as per Andrew Yule’s norms) |

ELIGIBILITY CRITERIA FOR THE COMPANIES / AGENCIES FOR PROVIDING SECURITY SERVICES

- A) THE AGENCY/COMPANY MUST HAVE EXPERIENCE IN DEPLOYMENT OF SECURITY PERSONNEL IN MEDIUM/LARGE SCALE INDUSTRIAL ESTABLISHMENTS IN WEST BENGAL.
- B) MINIMUM WAGES TO BE PAID TO SECURITY PERSONNEL SHOULD BE IN LINE WITH THE RATE DECLARED BY MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA.
- C) THE BIDDER MUST DECLARE WHETHER THEY ARE EM-PANELLED (OR NOT) WITH THE DIRECTORATE OF RE-SETTLEMENT, GOVT. OF INDIA, FOR PROVIDING SECURITY SERVICES.
- E) THE BIDDER MUST HAVE LICENCE UNDER THE PRIVATE SECURITY AGENCY (REGULATION) ACT, 2005/ THE WEST BENGAL PRIVATE SECURITY AGENCIES (REGULATION) RULES, 2007, TO WORK IN THE DISTRICT OF NADIA, WEST BENGAL.

GENERAL TERMS AND CONDITIONS

1. EMD:Rs.20,000/- (Rupees Twenty Thousand only) by way of Demand Draft drawn in favor of M/S ANDREW YULE & CO.LTD Payable at Kolkata.

For bidders already enlisted with AYCL- Kalyani Works , having outstanding amount more than the EMD amount or who have already submitted the EMD against our earlier tenders or those who have security deposit with Andrew Yule may apply for adjustment of the same. The total EMD should be Rs: 20,000/=

Bidders who are MSME units may apply for exemption from furnishing EMD by making a specific request in writing and enclosing the necessary document in support of the same.

Bidders whose turnover is more than Rs: 50 crores may apply for exemption from furnishing EMD by making a specific request in writing and enclosing the necessary document in support of the same

If reason for non-submission of EMD or adjustment against the outstanding balance for EMD is not mentioned in Techno-commercial bid of tender, the tender will be rejected.

2. Bidder should submit copies of purchase orders & Performance Certificate from at least three reputed Organizations for providing/supply of security personnel during the year 2014-2015. Offers received without copies of performance certificate may be rejected

6. Bidders should enclose copy of last 3 years Balance sheets and P&L Account. (2012-2013, 2013-2014, 2014-2015).

7. Bidders should enclose a DD for Rs: 500 /= in favor of ANDREW YULE & CO.LTD, Payable at Kolkata towards cost of tender document.

8. **THE RIGHTS OF THE COMPANY**

The company reserves the right to reject any tenderer based on their past performance

Other Terms and Conditions for round the clock Security Services in the factory

1. **Duty**

To provide security guards for performance of 24 hours duty with the responsibility of safe guarding the Company's immovable and movable properties, furniture and fixture, machinery, equipments, documents etc. at our factory.

The guards shall be responsible for

- i) Checking of goods, vehicle register and documents incoming and outgoing of the factory under proper written authority during performance of duties at the factory gate from time to time and maintain incoming and outgoing requisitions and register.
- ii) Ingress and egress of visitors, employees during your duties at the factory gate under our supervision and guidance in the matter.
- iii) All miscellaneous work related to security at Works as per advice from our Works.

2. VALIDITY OF THE CONTRACT & DUTY HOURS

i) **Validity:** Valid for 2 years with effect from 01.04.2016. Contract for the security services with you would be initially for two years with option to renew for further six months. The contract may be terminated any time by one month's notice from either side for the whole of the contract or for the part of it.

ii) Duty hours of guards including armed guards will be distributed shift-wise i.e. guards from 6 a.m to 2 p.m., guards from 2 p.m. to 10 p.m. and guards which include armed security from 10 p.m. to 6.a.m.

iii) The Security Agency should ensure that there should always be at least one gunman on the night shift i.e. from 10-00 p.m. on each day up to 6-00 a.m. of the next day. Contractor should also ensure that the Gunmen possess required/valid license from the appropriate authority

3. ROTATION OF DUTIES

i) The Security Agency should ensure that rotation of duties is effected on a regular basis. Transfer /replacement of security personnel may be made after a certain interval and also in a routine manner without causing any disruption in the security system/arrangement at the works

ii) The Security Agency should, after due discussion, provide the detailed composition of security personnel in each shift to the head of works and should also ensure that arrangement for replacement duty against any absenteeism in any shift is made with a view to keep the total strength of security personnel intact in that shift and no duty post should fall vacant due to shortage of manpower for whatever reasons.

4. FACILITIES

i) You shall provide all equipment/uniform except that we shall provide facilities to stay inside the Works, if required on chargeable basis (to be finalized on mutual discussion) which will be recovered from your bills.

ii) Liveries, Shoes, Gumboot, Torch lights, Whistle, Lathis, Rain Coat with Cap, etc have to be arranged/ provided by the contractor to the security personnel engaged by the contractor for use of the same during work at the factory.

iii) Personal Safety Protective Equipment should be arranged / provided by the Security Agency to the security personnel engaged by him. Strict observance of the usages of Personal Safety Protective Equipment by the security personnel has to be ensured by the Agency.

5. IDENTIFICATION OF GUARDS

- i) You are to furnish a list of guards who will be working in our Works at Kalyani and also fresh identity cards with photo affixed in respect of your employees. You shall also furnish credentials of your employees.
- ii) The Security Agency should inform whether Supervisors, Security Guards, Gunmen deployed are from Ex-service men people or not.
- iii) You shall furnish daily attendance register of your employees to the Administration/ Personnel Department of our Works.

6. LAW RELATING TO EMPLOYEES

- i) All the liabilities in respect of your employees according to law will be to your account. The Company reserves the right to inspect the paid salary sheet in respect of your employees working in our premises, which should be shown to the factory administrative authority as and when called for.
- ii) The Security Agency shall pay wages in accordance with the minimum wages fixed by the Ministry of Labour & Employment, Govt. of India and revised from time to time. The payment should be made on or before the specified date under the Payment of Wages Act /Minimum Wages Act.
- iii) You must execute the subject contract smoothly and trouble free in compliance with Labour Laws – PF, ESI, Contract Labour Registration etc.
- iv) The Security Agency should ensure that security personnel having due coverage under ESI, PF are deployed at the factory. Intimation regarding ESI & PF of each security personnel has to be given immediately on deployment at the factory.
- v) License has to be taken under Contract Labour (Regulation & Abolition) Act, 1970 and rules made there under. A photocopy of the said license has to be furnished to the Works. Renewal and /or modification, if required, should also be made by the contractor in due time.

7. SUBMISSION OF BILLS

- i) Bills have to be submitted by the Security Agency duly supported by the copies of ESI & PF challans of previous month. Return of ESI & PF in respect of the security personnel deployed at the factory have to be submitted to the respective authorities in due time and a copy of such document duly acknowledged by the authorities may be furnished to Accounts Deptt on each occasion. The Security Agency should also provide a copy of sheet showing details of payment made to security personnel along with the bill.
- ii) Payment will be made after 30 days from the date of receipt of Bill along with above documents.

8. BONUS

Bonus should be paid every year by the Security Agency to the security personnel engaged by him.

9. LETTING OUT OF SERVICES

You shall not let out the guards' services to any other establishments.

10. LOSS OF GOODS

i) We have got our properties insured against fire, theft, burglary, robbery and other risks but you shall ensure security of our property by your employees.

ii) You have to report to Administration / Personnel Department immediately on detection of any theft, burglary, robbery and contact also local police station in case of emergency situation, if required. You are to report to higher Authorities for all other important happenings.

iii) The security supervisor should maintain Security Log book for each shift and should produce the Log book to Administration/Personnel department for inspection. The night shift supervisor should report immediately on joining the post with all facts and figures to the above referred person.

11. RESPONSIBILITIES FOR LOSS

You shall be responsible for any loss or damage that would cause to our property under your guard and supervision and shall be liable to reimburse the value of the loss or damage, if it's proved that the same has concurred due to your fault and negligence.

12. LAWS OF THE LAND

Performance of all the laws of the land covering employer and /or labour will be the responsibility of the Security Agency and any payment in this respect will be to the account of them only.

13. VALIDITY OF THE OFFER

Your offer should be valid for acceptance for a minimum period of 90 days from the date of Tender opening.

14. Inspection by the Tenderer:

The Tenderers are advised to physically inspect our Works before submission of their Tender to assess the exact No. of security personnel required (Guard / Supervisor / Gunman) for providing proper safety to our Works. The inspection can be done on any working day during office hours with prior appointment.

PRICE BID

Rate shall be offer as per following and break up to be submitted as detailed below:

Security Supervisor - @ Rs.Per head per month for 8 hours work per day.

Security Guard - @ Rs.Per head per month for 8 hours work per day.

Gun Man - @ Rs.Per head per month for 8 hours work per day.

Service Tax and Other Taxes & Duties if any:

Rate break up:

| Type of Personnel | Wages as per minimum Wages Act. Applicable for Central Govt. Organization | P.F Contribution as per act | E.S.I. as per act | Bonus | Service Charge | Total |
|---------------------|---|-----------------------------|-------------------|-------|----------------|-------|
| Security Supervisor | | | | | | |
| Security Guard | | | | | | |
| Gun Man | | | | | | |

The rates shall be for duties on all days of the month and no extra payment will be made for duties on weekly off days / public holidays.

The company will deduct Income tax at the prevailing rates.

