

By SPEED POST

F.No.13021/2/2010-Admn.II
Government of India
Ministry of Agriculture
Department of Animal Husbandry, Dairying and Fisheries

Krishi Bhavan, New Delhi
Dated the 11th August, 2010

To

(As per list)

Subject:- Contract for hiring the services of an agency to provide 3 Security Guards for round the clock (in 3 shifts – one Guard in each shift) security of AHS Division at DMS Complex near Shadipur Depot, West Patel Nagar, New Delhi.

Scaled tenders are invited in prescribed proforma (Annexure) from reputed and well established security services with minimum 5 (Five) year experience in providing security guards to Central Government offices, Public Sector Undertakings, Autonomous Bodies in Delhi/NCR for award of annual contract for providing round the clock security guards (in three shifts – one Guard in each Shift) for AHS Division of this Department at DMS complex, near Shadipur Depot, West Patel Nagar, New Delhi, for a period of one year with effect from date of awarding the contract. **The Tender bids may be dropped in the Tender Box fixed in the Room No.436-A, B-wing 4th Floor, Krishi Bhawan, New Delhi. The last date for receipt of the tender is 31.8.2010 till 3.00 P.M. The tender shall be open on the same date at 3.30 P.M. in presence of the bidders or their representative. The terms and conditions of the proposed contract is as under:-**

1. The bid shall be submitted to the Department in a sealed envelope (in prescribed proforma only) which shall be subscribed in '**BID FOR PROVIDING ROUND THE CLOCK SECURITY GUARDS (IN THREE SHIFTS – ONE GUARD IN EACH SHIFT)**' for AHS Division of this Department at DMS complex, near Shadipur Depot, West Patel Nagar, New Delhi for a period of one year with effect from date of awarding the contract.
2. The bid shall be submitted in the prescribed proforma (Annexure) alongwith **DD of Rs.15000/- (Rupees fifteen thousand only) as an Earnest Money Deposit (EMD)** in the name of Under Secretary (Admn.), Department of Animal Husbandry Dairying & Fisheries, Krishi Bhawan, New Delhi, payable at New Delhi, failing which quotation shall not be entertained.
3. The bid is also to be accompanied with the experience details and other relevant information with the prospective bidder may like to bring to the notice of the Department. Certified copies of Security work experiences, attested copies of the Services Tax Registration, E.P.F., ESI registration, valid registration with Labour

Department of Government of NCT Delhi under (Registration and Abolition) Act, 1970 need to be submitted with the bid.

4. The deployment of Security Guard should be well built with minimum height of 170 cms.
5. If due to non-performance, Department of Animal Husbandry Dairying & Fisheries is compelled to get the work done from other sources, the additional expenditure so incurred by the Department shall be deducted from the bills of the Agency for absentism, a sum of Rs. 500/- shall be deducted per person per day.
6. Department of Animal Husbandry Dairying & Fisheries shall have no liability, financial or otherwise, for any harm/damage/inquiry caused to the deployed by the Agency in the course of performing work. Neither the Agency nor its workers shall have any claim on Department of Animal Husbandry Dairying & Fisheries for compensation or financial assistance on this account.
7. The firm shall be responsible for payment of wages etc. direct to the Security Guards as per prevailing Acts/Orders as applicable to the NCT of Delhi. If any dispute arises between the Agency and Security Guards employed by it in the matter of wages and any service conditions the same shall be settled by the Agency and the Security Guards engaged by it themselves. Department of Animal Husbandry Dairying & Fisheries in no case shall be a party to such a dispute. This shall be a firm/fixed cost contract. However, in case it is found that wages are not being paid in accordance with statutory Minimum Wages Act, the contract shall be terminated forthwith and the Performance Security forfeited.
8. The damage caused, if any to the property of the Government through negligence or otherwise, shall have to make good by the Agency or alternatively shall be appropriated from the performance security.
9. The contract can be terminated anytime for lack of performance. In such cases, the new arrangement finalized by the Department for remaining period of the contract shall be at the risk and expense of the defaulting contractor.
10. All matters/disputes pertaining to the tender and the resultant contract shall be settled by the Head of the Department or officer nominated by him for the purpose. The contract terms are interpretable under applicable Indian Laws and subject to jurisdiction of local courts.
11. The payment against the contract will be made on monthly basis on satisfactory performance as assessed by the Department. The payment for last month of the contract will be released only on the completion of the contract to the satisfaction of the Department. The release of Performance Security will be only after Agency having performed its obligation under the contract to the satisfaction of

the Department. The Department also has the right to forfeit the security amount, in case of refusal to work, or complete of work within the given time frame or not performing the work to the satisfaction of the Department.

12. If the successful tenderer declines to act on the offer made by the Department and/or withdraw/amend their quotations after opening of tenders, the EMD shall stand forfeited without any notice to the tenderer and no claim on this account shall be entertained. The EMD of unsuccessful tenderer shall be returned/refunded after finalization of the contract.
13. The Successful tenderer shall have to deposit 5% of the bid amount calculated on yearly basis as performance security by means of Fixed Deposit Receipt from a Nationalized Commercial Bank which shall be in favour of P&AO (Sectt.), Department of Animal Husbandry Dairying and Fisheries, Ministry of Agriculture, New Delhi. The Department reserves the right to forfeit the Performance Security in the event of the firm violating any of the terms and conditions of the contract of not providing satisfactory service. The Performance Security shall remain valid for a period of sixty days beyond the date completion of all contractual obligations of the firm.
14. The contract shall ordinarily be awarded to the lowest evaluated bidder and whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily. It may be specifically noted that bids below the minimum wages shall be summarily rejected.
15. Late bids i.e. bids/alteration/modification to bids received after the stipulated date and time receipt shall not be considered.
16. The offer has to be kept open for acceptance by the Department for 45 days from the date of tender opening.
17. The Department reserves the right to reject or to accept any quotation, whole or in part without assigning any reason therefor. The Department also reserves the right to renew the contract for such period(s) as it may deem necessary taking into account, the satisfactory services rendered by the contractor during the currency of the contract.



(S.C. Khatri)

Under Secretary to the Government of India.

Encl. A/A

Copy to:- Director (Tech.) NIC, D.A.D.F., for uploading this on the website of the Department. This has standing approval of J.S. (A & DD).

**Annexure to the Department of Animal Husbandry, Dairying & Fisheries
Letter No.13021-2/2010-Admn.II 11th August, 2010**

S.No.	Particulars	
1.	Bid for providing round the clock security guards (in 3shifts – one Guard in each shift) for AHS Division of this Department of DMS Complex, near Shadipur Depot, West Patel Nagar, New Delhi, for a period of one year with effect from date of awarding the contract.	In figure Rs.....per month in words Rs.....per month
2.	EMD details (Amount, Name of Bank, Branch, DD. Date & No.	
3.	Details of registration, EPF, ESI registration, valid registration with Labour Department of Government of NCT Delhi under (Registration and Abolition) Act, 1970, Certified copies of Security work experiences, attested copies of the Services Tax Registration etc.	
4.	Details of PAN Card	

DECLARATION BY THE CONTRACTOR:

This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions and instructions therein and undertake myself/ourselves to abide by the said terms and conditions. I further undertake that all Government instruction/rules in regard to Security Guards would be scrupulously complied with during the contract period.

Place: New Delhi

Dated:

(Signature of Tenderer)

Name

Designation:

Address:

Phone No. Off.

Phone No. (Res.)

Mobile No.

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