

INSTITUTE OF DRIVING, TRAINING & RESEARCH AT JIRANIA, WEST TRIPURA

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Website: tsu.trp.nic.in/transport

No. F.26/JTC/IDTR/2010/ 18050

Dated, the 1st May, 2019

NOTICE INVITING TENDER

Sealed tenders, in a two bid system, i.e. (i) **Technical Bid** and (ii) **Financial/ Price Bid**, are hereby invited for "providing round the clock Campus Security Services at Institute of Driving, Training & Research (IDTR), Jirania" for a period of two years (extendable by another one year based on performance) from Agencies Companies with experience in providing Security Services to Government Departments / Public Sector Undertakings/ Govt Organisations/ Reputed Educational Institutions funded by Govt./ Govt. Organizations

Sl. No.	Estimated cost per month Rs	Tender Cost Rs.	EMD Rs.	The last of receipt of tender	Time and date of opening of Technical Bid(if possible)	Time and date of opening of Financial Bid(if possible)
1	30,000	500/-	5,000/-	15 th June, 2019 up to 2.00 pm	15 th June, 2019 up to 3.00 pm	15 th June, 2019 up to 3.30 PM

The Tender Documents should be downloaded and submitted with cost of Tender Document in the form of Bank Draft (DD)/ Banker's Cheque (BC) drawn on any Nationalized Bank, in favour of the Joint Transport Commissioner, Tripura, Agartala, payable at Agartala and Earnest money in the form of DD/BC drawn on any Nationalized Bank, in favour of the Joint Transport Commissioner, Tripura, Agartala, payable at Agartala. All details will be available in our website: **Website: tsu.trp.nic.in/transport & www.tripura.gov.in**

1 Duly filled - in tender documents are to be submitted to the **Joint Transport Commissioner, Tripura, Agartala** and **duly signed on all pages** of copies of the following documents, as per details given in ANNEXURES:

- i. Cost of Tender Documents & EMD
- ii. Downloaded Tender document signed on all pages
- iii. Year- wise turn over in rupees, during the last 3 years (which should not be less than Rs. 10 lakhs per year (Rupees Ten lakhs).Authenticated from Client/ Audited document should be attached.
- iv. Agency Profile
- v. Agency's/ Company's Registration Certificate (CRC) & Experience in similar nature of work Certificate showing minimum 3 years experience in Government Departments / Public Sector Undertakings/ Govt. Organizations / Reputed Educational Institutions Funded by Govt./Govt. Organizations.
- vi. Photo copy of Agency's up-to-date Audited Balance Sheet for the last three years.
- vii. Employees Provident Fund Certificate with Photocopies & Code Nos.
- viii. Photo copy of GST Registration Certificate with Photocopies & Code Nos.
- ix. Financial Solvency Certificate (FSC) obtained from Nationalized Bank not below Rs.5.00 lakh
- x. PAN card number (should be on the exact name of Bidder/Company/ Contractor who is submitting Bid/quotation) issued by Income Tax Department and its Photocopy. (Pan card on the name of individual who is not the bidder will not be accepted)
- xi. Performance Certificates from all the Organizations where Services were provided during the last 3 years.
- xii. Valid license regarding engagement of workers from Labour Department of Government of India/ State Government, etc., as applicable.

The Successful Contractor/ Security Agency will be required to deposit Rs.5000/- (Refundable), as performance Guarantee Deposit (PGD) in the form of a Demand Draft/ Pay Order / Bankers' Cheque from any Nationalized Bank in favour of Joint Transport Commissioner, Tripura, Agartala payable at Agartala, within 15 (Fifteen) days from the date of issue of work order from Joint Transport Commissioner, Tripura, Agartala. EMD amount shall be refunded if PGD is

submitted in full, The PGD will be refunded or released after expiry of Contract Agreement, subject to satisfactory completion of the contract. Interest is not payable on the PGD.

2. If the rates quoted by a tenderer are found to be either abnormally high or result of unethical practices adopted at the time of tendering process, such tenders shall be rejected.
3. Each tenderer shall submit only one tender for the work. A tenderer who submits more than one tender will cause disqualification of all the tenders submitted by the tenderer.
4. The tenderer, at his/her own responsibility and cost is advised to visit and examine the Site and scope of service of Work and its surroundings and obtain all information that may be necessary for preparing the tender for entering into a contract.
5. The tender submitted for the work shall remain valid for acceptance for a period of 60(Sixty) days from the last date of submission of the tender.
6. If any tenderer withdraws his tender within the validity period then the Institute shall, without prejudice to any other right or remedy, be at liberty to forfeit the earnest money absolutely.
7. In case the tenderer fails to commence the work specified in the tendering documents such time period as mentioned in letter of award after the date of issue of written orders to commence the work, or from the date of handing over of the site, whichever is later, the Institute shall, without prejudice to any other right or remedy, be at liberty to forfeit whole of the earnest money absolutely.
8. (i) The tenderer should quote entire rates in figures as well as words including paisa to avoid chances of tampering in rates.

(ii) That if on checks there are differences between the rates given by the tenderer in words and figures or in amount worked out by him/her, the following procedure shall be followed:
 - a) When the amount of an item is not worked out by the tenderer or it does not correspond with the rates writing either in figures or in words, then the rate quoted by the tenderer in words shall be taken as correct.

- b) When the rate quoted by the tenderer in figures and in words tallies but the amount is not worked out correctly, the rates quoted by the tenderer shall be taken as correct and not the amount.
9. The wages rate shall not be below the latest State Government minimum wages rate at the time and date of submission of bid/quotation. If any bidder quoted the rate below the State Government minimum wages rate, the Tender Opening and Evaluation Committee shall have power to upgrade the wages as per State Government minimum wages rate (on the last date of receiving bid/tender/quotation) and make the Comparative statement accordingly.
10. Tenders from Joint Ventures are not acceptable.
11. Tenderers shall furnish declaration that they have not been blacklisted in any department in India. Any wrong declaration in this regard which comes to notice at a later date will disqualify them and the tenders so received will be rejected.
12. Tax will be deducted as per norms as per notification of Government time to time.
13. Settlement of Disputes & Arbitration shall be within the jurisdiction of Tripura High court.

Tender along with all other documents are to be put in 2 (two) separate sealed envelopes.

- a) **First Envelope (1st envelop)** should be super-scribed on its cover page - **'Technical Bid'** and this Envelope must contain the dully filled **Application Form** and all documents as mentioned in **ANNEXURES of PART - I** of this document,
- b) **In the 2nd envelop:** Duly filled in documents containing quoted prices in **'Financial Bid'**, is to be put. super-scribing on its cover page- **'Financial Bid'**.
- c) **Two Envelopes mentioned at (a) and (b) above containing 'Technical Bid' and 'Financial Bid', are to be sealed in a single envelop, super-scribing on its cover page- 'Tender for providing Campus Security at IDTR, Jirania'** along with Tender No, Closing date and Time for submission of tender, mentioned on the envelope.

Sealed envelope containing tender papers, will be dropped in tender box at office of the Joint Transport Commissioner, Tripura, Agartala within the specified date and time. The Tender opening Authority will not consider any tender received after expiry of date and time fixed (As specified in NIT) for receipt of tenders.

The intending bidders/contractors or their authorized representative (one person per bidder) will be allowed to remain present at the time of opening of the tender documents. The 'Technical aid' of the bidder will be opened first. If a bidder is declared qualified by a "Tender Opening-cum-Evaluation Committee" to be constituted by the Principal Secretary, Govt. of Tripura, Transport Department **After scrutiny of technical documents**, then only the corresponding 'Financial Bid' of the bidder will be opened. Otherwise, the concerned bid will be summarily rejected.

The magnitude of work may vary as per requirement of the institute and will be intimated in due course of time as and when required.

The Competent Authority of the Institute reserves the right to cancel the tendering process any time and to accept or reject any or all the tenders, without assigning any reason.


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Joint Transport Commissioner,
Tripura, Agartala
(DIBTENDU CHAKRABORTI)
Joint Transport Commissioner
Agartala, Tripura (West).

- a) **First Envelope (1st envelop)** should be super-scribed on its cover page - **'Technical Bid'** and this Envelope must contain the dully filled **Application Form** and all documents as mentioned in **ANNEXURES of PART - I** of this document,
- b) **In the 2nd envelop:** Duly filled in documents containing quoted prices in **'Financial Bid'**, is to be put. super-scribing on its cover page- **'Financial Bid'**.
- c) **Two Envelopes mentioned at (a) and (b) above containing 'Technical Bid' and 'Financial Bid', are to be sealed in a single envelop, super-scribing on its cover page- 'Tender for providing Campus Security at IDTR, Jirania'** along with Tender No, Closing date and Time for submission of tender, mentioned on the envelope.

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Join Transport Commissioner,
Tripura, Agartala

(GENERAL INFORMATION, SCOPE OF WORK, TERMS & CONDITIONS)

PREAMBLE

1. Institute of Driving, Training and Research, herein after referred to as 'IDTR' or 'Institute' only, would outsource the Security Services.
2. The nature of security services includes arranging security personnel and providing security services to the entire campus of the Institute of Driving, Training and Research: all buildings, premises within the security wall of the institute as well as the lives and properties therein, as per the 'Scope and General Terms & Conditions' of the Job defined in PART - I of this document.
3. The Contractor/Security Agency, herein after referred to as 'Contractor' or 'Agency' only, will arrange/ provide manpower on minimum wage rates and statutory charges as per **Govt. of Tripura wages**, that would be quoted by the agency in the Financial Bid (given in PART - II of this document), and provide security services.
4. Security Agencies must have the experience in providing security services to Government Departments / Public Sector Undertakings/ Govt. Organizations/ Reputed Educational Institutions funded by Govt./ Govt. Organizations

A) GENERAL INFORMATION

(A)Category of Security Personnel & Eligibility Criteria. (1) The

Security Guards (SG)

- (i) Reasonable Percentage (to be decided by the Principal Secretary, Govt. of Tripura, Transport Department, whenever required) of Total Number of Security Guards must be Ex-Paramilitary force.
- (ii) All Security Guards, **other than the guards mentioned at (i) above**, should be trained and may have some minimum literacy and with age not below 18 years and not above 50 years.

NOTE: All the deployed security personnel must be physically fit for performing security duty round the clock in IDTR Jirania campus and must possess good moral character. In this regard, the contractor must seek all credentials of the applicants, including

their medical fitness certificates, character certificates and verify the credentials before engaging any of them as security personnel.

B) Estimated Minimum Manpower Requirement (Tentative)

S/no.	Rank of Security personnel	Total required per day for duty including Saturday/Sunday/Holidays
1	Security Guards	6 nos.

Estimated Manpower Requirement is subject to changes, if needed, at the discretion of the Principal Secretary, Govt. of Tripura, Transport Department.

C) SHIFTING DUTY HOURS

- SHIFT1 = 06:00 hrs. to 14:00 hrs.
- SHIFT2 = 14:00 hrs. to 22:00 hrs.
- SHIFT3 = 22:00 hrs. to 06:00 hrs.

D) DUTY HOURS OF SECURITY PERSONNEL

- Security Guards:- Providing security services as per duty chart prepared by Society (IDTR), -8 hrs duty per day in shifts.

E) Uniform etc. of Service Personnel to be Provided by contractor

The uniform of the deployed personnel must be well maintained. The deployed personnel should carry photo identity card issued by the competent authority ,

The items those are to be provided by the contractor per year for each security personnel are as follows:-

- i) Two shirts and two trousers,
- ii) One pair of shoes and socks,
- iii) One jersey pullovers,
- iv) One Jacket,
- v) One Cap and one Belt.
- vi) Stationery items etc.
- vii) Any extra warm clothing required in case of extreme cold, of uniform pattern,
- viii) One rain coat.

G) TOOLS AND EQUIPMENTS TO BE PROVIDED BY THE CONTRACTOR

NOTE: Each Security Guard must be provided with a Metal Body Torch with batteries during evening and night period along with lathi or similar kind of element.

Conduct: In case, any of the staff for security services deployed by the agency commit any act of omission, misconduct or indiscipline, the agency will be liable and responsible to take disciplinary action against the personnel/ staff, including suspension, dismissal from service etc. or removal of concerned staff and handing over to Police, if required.

SCOPE of the WORK

Institute of Driving, Training & Research, Jirania would outsource the security services pertaining to the Institute Campus & Transit House on outsourcing basis. The scope of work will be as given below:

- 1
 - Arranging security personnel and Providing round the clock security services to the institute which includes :
 - Guarding & protecting all properties belonging to the institute as well as those of the campus dwellers/ visitors/guests of the institute, against theft, pilferage, burglary, fire etc.
 - Ensuring safety of all institute staff, their family members, visitors and dwellers in the institute campus,
 - Preventing all sorts of anti-social elements from entering into the institute and/or occurrence of anti-social activities in the institute campus, regulating entry of unwanted visitors to the institute, preventing entry of stray animals like cows, buffaloes etc. into the institute checking of gate passes and allowing the entry/ exit of valid material accordingly to/from the institute, regulating the entry and exit of vehicles, maintenance of visitors register and register for vehicles and preserving the registers for verification by the institute authority.
 - Traffic control at some selected locations in IDTR campus, if required.
 - Lodging complaints for FIR at the concerned Police Station.
 - All actions and services for safe security services in the IDTR, Jirania Campus, if not covered above.
 - Operation of FIRE fighting system/Water Pump etc. at different building of IDTR Jirania.

As and when required, the security guards may be utilized by IDTR for shifting documents/ books/ furniture/ equipment/ various items etc. related to official work of IDTR from one location to any other location in IDTR campus.

COMPENSATION OF LOSSES AND PENALTY

The Contractor shall compensate, in full, the loss sustained by the Institute or its campus inmates on account of any theft, burglary and/or any other kind of lapses for providing security services in the campus, for which responsibilities are entrusted to the agency.

The Society of the Institute will have the right to impose any penalty for lapses for security services and for recovery of any amount from contractor's bill.

RECRUITMENT AND CONTROL OF SECURITY PERSONNEL

- The Contractor will be the "Employer" within the meaning of different labour legislations in respect of the security personnel employed and deployed by him. All the personnel deployed by him shall be under the direct control and supervision of the contractor.
- Selection of all personnel to be deployed, may be made by a Committee consisting of 4 members including two officers of IDTR and two members from Agency/ Contractor with the approval of the Society, IDTR.
- The security personnel deployed by the Contractor will be bound to observe all instructions issued by Institute's authority.
- Security personnel must be literate and physically fit.
- The contractor shall provide a complete list of the security personnel engaged by him in its final form to the In-Charge of IDTR, Jirania with **Police verification report.**

PERIOD OF CONTRACT, TERMINATION/ EXTENSION

- The duration of the contract shall be for a period of 2 (two) years (extendable upto one more year based on performance), except in the event of earlier termination, as per the terms and conditions. The contract shall automatically expire after completion of 2 (two) years, unless extended further.
- The Chairman of the Society of the Institute has the absolute right to terminate the contract at any time before the due date of expiry without assigning any reason, by giving 2 (two) month's notice in advance, to the Contractor, in writing, or, by making equivalent payment thereof. The Chairman of the Society of the Institute shall also have the right to extend the contract in writing on the same terms and conditions or with some addition/ deletion/ modification for a further period of 1 (one) years, or, for a shorter period until a new security agency takes over, in the event of Institute resorting to the process of appointing a fresh contractor/Agency.
- In the Event of the Contractor desiring an earlier termination of the contract, he shall have to give 2 (two) months advance notice to the Chairman of the Society of the Institute in writing.

- In case of termination of this contract/ agreement on its expiry or otherwise, the staff, or personnel engaged and deployed/ deputed by the Contractor, will not be entitled to and will not claim any absorption in the regular or otherwise services of the Institute. The personnel of the Contractor will not claim and will not be entitled to pay, perks or any other facilities as admissible to the regular/ confirmed employees of the Institute during the subsistence of the contract/ agreement and even after the expiry of the Contract/Agreement.

PAYMENT, LEAVE, STATUTORY OBLIGATIONS

- The Contractor will be paid on monthly basis for his services against submission of bills within 2 weeks from the date of submission of bill. Due to some unavoidable reasons, if payment is delayed by IDTR, the Agency/Contractor will make the payment to its manpower without waiting for payment by IDTR to the Agency/Contractor.
- If the minimum wage rates and other mandatory statutory benefits to workers are revised by the Govt. of Tripura, subsequent to award of the Contract, the revised rates will be paid by IDTR to the Agency, on monthly basis.
- The Contractor will ensure payment of wages to his personnel within the period prescribed under Labour Laws for the purpose. The Contractor will follow all statutory requirements as per labour laws prevailing during the contract period and will be wholly responsible for breaking any such law. In all cases, EPF, ESI, Insurance, etc., as applicable, will be paid and deposited by the Contractor.
- The Contractor will be responsible and liable for the implementation of all statutory provisions in respect of minimum wages as and when they become applicable under the Labour Laws in connection with security personnel to be deployed by Agency. The Contractor shall maintain all the statutory registers under the law.
- As per minimum wage notification of Govt of Tripura, each security guard should get minimum wage for at least 26 days in a month (if performed the duty as per norms) with one off-day per week.
- If required, the wages paid to each Security Guard may be paid in presence of any Officer of IDTR, Jirania, as decided by the Society.
- IDTR will not pay any extra amount, other than what will be mentioned on agreement/contract order.

OTHER RESPONSIBILITIES OF THE CONTRACTOR /AGENCY

- Institute shall not be responsible financially or otherwise for any injury to the security personnel caused in the course of their performing the security duties, or for payment of any compensation.

- In case of breach of any of the terms of Agreement, the security deposit of the Contractor will be liable to be forfeited by the Institute. In addition, the Contract/Agreement will also be liable to be terminated. Any sum of money due or payable to the institute including the security deposit refundable to him/her under the contract can be appropriated by the Institute against any amount which the contractor may owe to the Institute of Driving, Training and Research, Jirania.
- Income Tax will be deducted at source (TDS) as per prevailing Income Tax laws and certificate to this effect shall be provided to the Contractor by the Institute. Any other statutory taxes applicable in Tripura may be deducted from the Bills, if the same are not paid by the agency.
- In case of any difference of opinion or dispute arising between the two parties, the decision of Society IDTR, Jirania shall be final and binding upon both the parties.
- The Contractor will be required to sign a written Agreement before the initiation of the contract. The Agreement shall be one for services and not of services.
- The Contractor shall have to coordinate with local police during major events of the Institute under the guidance of In-Charge of the Society.
- **Every page of the Tender document should be signed by the bidder.**

PANEL OF CONTRACTORS /AGENCIES

Based on this tendering process, a panel of 3 Agencies will be decided which will remain **valid for two years** and the Agency or Agencies will be awarded the contract from the panel. If any Agency who gets the contract does not implement the contract or the contract is terminated, the next agency in the Panel will get opportunity for award of the contract subsequently. **However, the decision of the authority is full and final.**

ANNEXURES

ANNEXURE NO	DESCRIPTION	Submitted (YES/NO) to be filled by Agency
Annexure- I	DD/ BC FOR Application/ Tender Cost and DD/ BC FOR EMD	
Annexure- II	Downloaded Tender Document signed on all pages by the Official of the Bidder.	
Annexure- III	Year- wise turn over in rupees, during the last 3 years (which should not be less than Rs. 10 lakhs per year (Rupees Ten lakhs)	
Annexure- IV	Details of Agency's profile	
Annexure- V	Agency's/ Company's Registration Certificate (CRC) & Experience in similar nature of work Certificate showing minimum 3 years experience in Government Departments /Public Sector Undertakings/ Govt. Organizations / Reputed Educational Institutions Funded by Govt./ Govt. Organizations	
Annexure- VI	Photo copy of Agency's up-to-date Audited Balance Sheet for the last three years.	
Annexure- VII	Employees Provident Fund Certificate with Photocopies & Code Nos.	
Annexure- VIII	Financial Solvency Certificate (FSC) obtained from Nationalized Bank not below Rs. 5.00 lakh.	
Annexure-IX	Photo copy of GST Registration Certificate	
Annexure- X	PAN card number Issued by Income Tax Department and its Photocopy.	
Annexure- XI	Performance Certificates from all the Organizations where Services were Provided during the last 3 years.	
Annexure-XII	Valid license regarding engagement of workers from Labour Department of Government of India/ State Government, etc., as applicable	

CONTRACTOR

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Note:-All the above Annexures to be submitted in sequence and non-submission of any one annexure may lead to rejection (As separate sheet).

DETAILS OF ANNEXURES

Annexure- I

DD/ BC for Cost of Tender and Earnest Money Deposit (EMD) to be attached

Annexure- II

Downloaded Tender Document signed on all pages by the Official of the Bidder.

After downloading the Tender Document, all pages should be signed and submitted as Annexure-II

Annexure- III

Year- wise turn over in rupees, during the last 3 years (which should not be less than Rs. 10 lakh per year (Rupees Ten lakhs)

Provide the information in the following Table

Financial Turnover of the Tendering agency for the last 3 Years:

Year	Amount (in lakhs)	Mention the name of the authentic document submitted as Proof
2015-16		
2016-17		
2017-18		

Annexure-IV

Profile of the Tendering Agency

The Agency/ Company is required to furnish the following information along with the 'Technical **Bid**' of the tender (ON LETTER PAD)

1. Name of the Tendering Agency:
2. Postal Address:

3. Name of the Contact person (s) with address:
4. Name, Designation and address of the person (s) authorized to sign on behalf of and responsible to the bidding Tendering Agency (herein after referred as bidder) :
5. Whether the firm is private or public limited :
6. Names of Partners, their present nationalities with their liabilities :
7. Telephone No :
- 8. Email ID of the Tendering Agency :**
9. Place of Headquarters of the Tendering Agency
10. Local Tripura Branch Office Address, if any :
11. Date of Establishment :
12. Date of registration of the Tendering Agency with Government and Registration No.
13. Addresses with Telephone Numbers of the Regional Offices of the Tendering Agency in India/Tripura.
14. Give the details of major Contracts handled by the Tendering Agency in the past 3 years in the following format :

Sl. No.	Customer details with address	Amount of Contract	Telephone no. fac, email etc.	Duration of Contract

Signatures of the Contractor/ Agency

Annexure- V

Agency's/ Company's (a) Registration Certificate (CRC) & (b) Experience in similar nature of work Certificate showing minimum 3 years experience in Government Departments / Public Sector Undertakings/ Govt. Organizations / Reputed Educational Institutions Funded by Govt./ Govt. Organizations.

a) Registration Certificate: (Photocopy of Certificates to placed)

b) Experience in similar nature of work Certificate showing minimum 3 years experience in Government Departments / Public Sector Undertakings/ Govt. Organizations / Reputed Educational Institutions Funded by Govt./ Govt. Organizations

Year	Name of work with brief particular thereof	Date of commencement	Date of completion as per work order	Actual date of completion	Contract amount (Rs.)	Name of client, contact with his complete address phone number

Note: Copies of work order & completion certificates from clients shall be attached. Please mention whether certificates attached or not: YES/

Signature of bidder with date

Annexure-VI

Photo copy of Agency's up-to-date Audited Balance Sheet for the last three years to be submitted

Annexure- VII

i) Employees Provident Fund Certificate with Photocopies & Code Nos.

i) DETAILS OF EPF REGISTRATION

1. Name of the agency
2. EPF Registration No.
3. Valid for
4. Name & Address of the issuing authority

(Copy of EPF Registration documents to be attached.)

Date:

Signature of the agency

Annexure- VIII

Form OF SOLVENCY CERTIFICATE FROM A SCHEDULED BANK

(On Bank's Letter Pad)

This is to certify that to the best of our knowledge and information that MIS -----

----- (Name & Address)-----

with above noted address, a customer of our Bank is respectable and can be treated as good for any engagement up to a limit of Rs _____

This certificate is issued without any guarantee or responsibility on the Bank or any of the officers.

Signature of Bank Official with name and contact telephone Number.

Note: Any other Format as per practice followed by the Bank may be accepted, but submission of solvency Certificate without Bank's Letter Pad and without the name, designation, and contract telephone number or email id will not be accepted and tender may be rejected.

Annexure- IX

GST Registration Certificate

1. Name of the agency
2. GST Registration No.
3. Valid upto (Date)
4. Name & Address of the issuing authority:

(Photo copy of GST Registration Certificate to be placed here)

Annexure- X

PAN card number issued by Income Tax Department and its Photocopy.

PAN card number issued by Income Tax Department : should be the name of Agency/contractor/Bidder/Firm only (PAN Card on individual name in the who is not the bidder will not be accepted)

Annexure- XI

Performance Certificates from all the Organizations where Services were Provided during the last 3 years.

Performance Certificates from all the Organizations where Services were Provided during the last 3 years to be attached.

Note:- If any agency which has worked during the last three years or still working in IDTR complex and if it's performance is not found satisfactory, satisfactory, the tender/ bids submitted by such agency's may be rejected.

Annexure- XII

Valid license regarding engagement of workers from Labour Department of Government of India/ State Government, etc., as applicable

1. Name of the agency
2. License No.
3. Valid upto (Date) :
4. Name & Address of the issuing authority:

(Photo copy of License document to be placed here)

Annexure - XIII:-Availability of Critical Equipment

The Bidder should furnish the information required below, regarding the availability of the equipment, required for providing quality service.

Sl. No.	Details of equipment	Number required	Number		
			Owned	Leased	To be procured
1	2	3	4	5	6

regarding the equipment owned shall be produced by the Bidder on a non-judicial stamp paper of Rs.50/- as below;

DECLARATION

"I do hereby solemnly affirm and declare that I /we own the following equipment for using on the subject work and also declare that I I We will abide by any action such as disqualification or determination of Contract or blacklisting or any action deemed fit. if the department detects at any stage that I/we do not possess the equipment listed below.

Sl. No.	Details of each equipment	Year of purchase	Regn. Number	Capacity	Any other data.	Is it in working condition.
1	2	3	4	5	6	7

Annexure X111:-Information on litigation history in which Bidder is the Petitioner.(if any)

CONTRACTOR

JTC

**PART-II
(FINANCIAL/ PRICE BID)**

Section - X
Financial Bid

FINANCIAL BID (TO BE SUBMITTED ON LETTER PAD)**A) TABLE-I (BREAK UP OF MONTHLY CHARGES FOR each Manpower)**

Sl. No.	PARTICULARS	NUMBER OF MANPOWER PER DAY	RATE PER MONTH (Rs)	Amount (Rs)
1	2	3	4	5
a	Security Guards	06		(e=cxd)
b	Agency Service Charge (4----- % of Total Amount)			
C	Metal body Torch with two big size batteries for each Torch			
	GRAND TOTAL of SI No(a+b+c)			

(* SI No. a of Table-I in Financial Bid) the minimum wages should not be less than present State Govt. Minimum Wage.

No statutory tax shall be Included while quoting. All statutory taxes, if applicable, will be paid to Agency, by IDTR, on production of proof of payment by the Agency to Tax Authority)

If any bidder is not quoting any price for Table-I the Financial Bid will be rejected

C)GRAND TOTAL MONTHLY RATE FOR THE ENTIRE SERVICE:

Total Table I = Rs per month

**(Rupees.....
only inclusive of all taxes**

Place: (Signature of Authorised Person of the Agency) with Date

Name and Designation:

CONTRACTOR

JTC