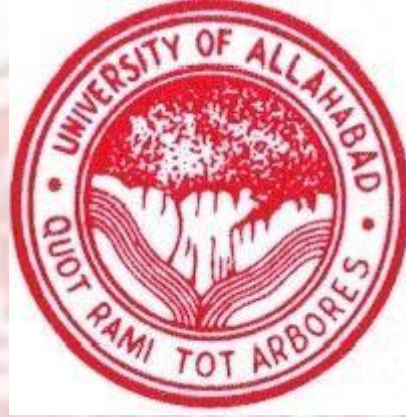


UNIVERSITY OF ALLAHABAD
(A Central University)
PRAYAGRAJ, UP, INDIA-211002



NOTICE INVITING TENDER

FOR

**“TRAINED WATCH AND WARD STAFF (SECURITY PERSONNEL) FOR
DEPLOYMENT IN VARIOUS CAMPUSES OF THE UNIVERSITY OF
ALLAHABAD FOR ROUND THE CLOCK SECURITY”**

University of Allahabad

Prayagraj, UP, INDIA-211002

NOTICE INVITING TENDER

University of Allahabad invites bids from duly registered Security Agencies (hereinafter referred as 'the Agency') for "Trained watch and ward staff (security personnel) for deployment in various campuses of the University of Allahabad for round the clock security" for a period initially of one year which may be further extended for two years in a block of one year based on mutual agreement and subject to satisfactory performance of the agency, issued by the Proctor, during the contract period. Tender document can be downloaded through CPP Portal <http://eprocure.gov.in/eprocure/app>.

Schedule of Invitation of Tender:

S. No.	Activity	Date / Remarks
1.	Total No. of pages of the e-tender documents	20
2.	Duration of "Trained watch and ward staff (security personnel) for deployment in various campuses of the University of Allahabad for round the clock security"	Initially for one year, extendable for further period of two more years in a block of one year on mutual agreement and subject to satisfactory performance of the agency during the contract period
3.	Tender No.	UoA/Security/2023/01
4.	Name of Organization	University of Allahabad
5.	Published Date	25.01.2023
6.	Bid Documents Download	25.01.2023
7.	Bid submission Start Date	25.01.2023 at 05:00 PM
8.	Bid submission End Date	15.02.2023 at 03:00 PM
9.	Technical Bid Opening Date & Time	16.02.2023 at 03:30 PM
10.	Amount for submission of EMD in the form of DD, FDR, Banker Cheque or Bank Guarantee from RBI approved commercial bank in an acceptable form drawn in favour of "Finance Officer, University of Allahabad"	Rs. 21,00,000/-
11.	Address for communication	Registrar, University of Allahabad, Prayagraj, U.P. – 211002

Intending tenderers are advised to visit CPP website <http://eprocure.gov.in/eprocure/app> at least 3(three) days prior to closing date of submission of tender for any corrigendum / addendum / amendment.

In case any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The university reserves the right to accept or reject any or all of the tenders without assigning any reasons thereof.

(Prof. N. K.Shukla)

Registrar

Tel: +91-532-2461083

e-mail: reg_au@allduniv.ac.in

University of Allahabad
Prayagraj, UP, INDIA-211002
Technical Bid (Part • A)

- 1. Submission of Tender:** Tenders should be submitted mandatorily online on CPP portal <https://eprocure.gov.in/eprocure/app>. The copy of tender document will be available on University website www.allduniv.ac.in also for information.
- 2. Validity of Tender:** Tender shall be valid for our acceptance without any change in rates for 180days from the last date of submission of bid.
- 3. Technical Bid (Part•A):** The bidder should submit the company profile, organization set up credentials, copies of work orders successfully executed during the last three years, copy of audited annual profit and loss balance sheet of the last three years, copy of income tax clearance certificate for the last three years and Earnest Money draft and other documents mentioned in *Annexure 'II'*. No deviations in respect of tender terms and conditions are acceptable. Only the agency registered under PSARA (UP) for providing the security services in Uttar Pradesh shall be entitled to participate in the bid.
- 4. Signed Tender:** The tender documents submitted by the tenderer (applicant agency) including Annexure/Addendums if any, shall be submitted with duly filled and signed on each page as token of having read the conditions and acceptance thereof.
- 5. Language of Tender:** The tender prepared by the tenderer and all correspondence and documents relating to the tender exchanged between the tenderer and the Employer shall be in English and/ or Hindi language.
- 6. Contents of Tender Document:** The tenderer is expected to examine carefully all the contents of the tender document including without limiting to eligibility criteria, terms & conditions and take them fully into account before submitting their offer. Failure to comply with the requirements as detailed in these documents shall be at the tenderer's risk.
- 7. Earnest Money:** An earnest money of Rs. 21,00,000/- (Rs. Twenty One Lakh only) has to be enclosed along with the technical bid (Part-A). The Earnest Money deposit shall be only in the form of DD, FDR, Banker Cheque or Bank Guarantee in favor of **The Finance Officer, University of Allahabad, payable at Prayagraj**. No Cheques/ Cash shall be accepted as EMD. No interest on security deposit and EMD shall be paid by the University of Allahabad. EMD of technically disqualified bidders will be returned within 15 days from the date of evaluation of the technical bids. The refund of EMD other than successful bidder is returned within 60 days from the date of the award of contract and site mobilization by the successful bidder, whichever is earlier. For the successful bidder this amount will be kept as security deposit. **Agency/Firm/Company registered with NSIC/MSME will be given benefit as per prevailing rules of GoI.**

8. Technical Bid is to be submitted super scribing ***“Trained watch and ward staff (security personnel) for deployment in various campuses of the University of Allahabad for round the clock security”*** in the proforma prescribed at **Annexure-II** along with the documentary evidences:

- I. No brochures/leaflets/CDs etc. should be submitted in loose form.
- II. Please indicate proper page nos. on your tender document.
- III. The technical offer should not contain any price information. In case violation of which the tender documents will be rejected.
- IV. EMD will not accrue any interest
- V. The bid security shall be returned to the unsuccessful bidders within 60 days after the Notification of Award.
- VI. The bids not accompanied with earnest money shall be summarily rejected. However, the agency/firm/company registered with NSIC/MSME will be given benefit as per rules.
- VII. Bidders not having the profile mentioned in this NIT are not eligible.
- VIII. The minimum annual turnover of the agency from the manpower (trained watch and ward security personnel) providing business should be at least Rs. 50 Crores (Rs. Fifty Crores only), for each financial year, during the last three years.
- IX. The agency should have a valid labour license from the Regional Labour Commissioner or any other statutory authority for manpower of 300 Nos. of security personnel from an ongoing contract.
- X. Certificate for satisfactory completion of previous work done at least in two organizations of Central Govt./ State Govt./Autonomous bodies not below the amount of Rs. 10 Crores per annum during last three years along with existing client lists.
- XI. The University may also allow the agency/firm to provide well trained civilians. However, the civilians shall be required to have undergone 03 months’ training of security and firefighting from a training institute approved by National Skill Development Corporation. Proof of the same should be submitted with the technical bid. The civilian security personnel must possess good health having a minimum height of 170 cm in case of men & 160 cm in case of women and the age shall be upto 45 years. The minimum educational qualification shall be matriculation.
- XII. The Bidder shall be required to submit self-attested copies of the relevant documents in support, in addition to the documentary evidences of other parameters, for being considered during technical evaluation.
- XIII. A substantially responsive bid shall be one that meets the requirements of the bidding document in totality, i.e., by following the procedures as above. The technical bid not meeting the Essential criteria/minimum or any other requirements as per the tender documents shall be rejected and their financial proposals will remain unopened.

9. Financial Bid(Part-B):

Financial Bid is to be submitted in another super-scribing *“Financial Bid for Trained watch and ward staff (security personnel) for deployment in various campuses of the University of Allahabad for round the clock security”* in the proforma prescribed at **Annexure-III**.

Note 1: The Price Bid shall contain Agency’s Service Charges, Employee Provident Fund (“**EPF**”) & Employee State Insurance (“**ESI**”) on wages/remuneration payable and other Statutory Tax/Liabilities. The price should be quoted for each category indicating each item separately.

Note 2: In case of any discrepancy in the rates indicated in the Price bid either in figures or words, the rates quoted in words will be considered for evaluation.

10. The Technical Bid (Part A) and Financial Bid (Part B) should be submitted separately online at CPP portal regarding “Tender for Trained watch and ward staff (security personnel)for deployment in various campuses of the University of Allahabad for round the clock security”.

11. Evaluation of Bid:

- a. Bids will be evaluated on Technical and Financial criteria.
- b. Technical evaluation will be done by the Security Committee duly constituted by Honorable Vice Chancellor of the University
- c. Opening of Financial Bid (Part-B) will be intimated to technically qualified tenderers after scrutiny of Technical bid.

Note 1: The Honorable Vice Chancellor of the University reserves the right to annul all bids without assigning any reason

Note 2: Any evidence of overwriting or erasing found in the bid documents shall render the same invalid.

Note 3: The bids must contain the information as required in the format prescribed. The bids which do not contain the information as desired and are not supported by necessary documents will not be considered for evaluation.

Note 4: The documents submitted in the bid should be arranged in the order mentioned at Annexure-II with page numbering.

12. Escalation: No escalation shall be paid to the agency on his service charges except for the revision of minimum wages as prescribed and amended time to time by the Labour Commissioner, Kanpur and applicable in the University after the approval of the Hon’ble Vice-Chancellor. For minimum wages/ statutory payments as notified by the appropriate government authorities, the same shall be paid/ charged appropriately. The Agency shall submit the breakup of rates in the price bid so that any increase in minimum wages can accordingly be approved, except in the case of service charges. Services Charges must be quoted in percentage. The bid(s) quoting service charges less than 1% will be treated as non responsive bid and summarily rejected.

13. Scope of work: Detailed scope of works, terms and conditions, specifications etc., are enclosed with this NIT as per Scope/General conditions of contract. Presently the University requires about 270 security personnel. However, numbers of these personnel may increase or decrease as per the need of the University on

recommendations of the Security Committee from time to time by the order of the Registrar with due approval of the Hon'ble Vice-Chancellor

- 14 Deviation:** No deviation from the stipulated terms and condition shall be allowed and the tender shall be unconditional.
- 15 Site Condition:** The agency shall acquaint itself fully with the site conditions and working environment at the University of Allahabad before quoting his rates. No request for compensation on account of any site difficulties shall be entertained.
- 16 Correspondence:** All the correspondence in respect of tender shall be made in a sealed envelope (with tender reference no.) to **The Registrar, University of Allahabad, Prayagraj, 211002 UttarPradesh.**
- 17** If the agency does not accept the offer, after issuance of letter of award by the University within 15 days, the offer made shall be deemed to be withdrawn without any notice & EMD shall be forfeited.
- 18 Payment Terms:** The University of Allahabad will make payment on the basis of successful bidder's quoted/ negotiated service charges on successful completion of each completed month. It shall be subject to verification of invoice by Security Officer, Proctor, Chairman-Security Committee and Registrar, who may at his/ her discretion affect deduction for non- performance, delayed/ improper and absence from work. The payments will always be made through RTGS/PFMS after deduction of taxes and other dues as applicable. The University will not consider to make the payment of bill raised, if the agency has not enclosed the documents with regard to the deposit of ESI/EPF and details of wages paid for the previous month in favor of persons deployed in the University of Allahabad.
- 19 Performance Security:** On the award of work, the agency will be required to furnish a Bank Guarantee of Rs. 80.00 lakh (Rs. Eighty lacs only) for his performance security valid for sixty days beyond the entire contract period.
- 20 Labour Laws:** The agency shall abide by all the rules and regulations related to labour laws, accident, The Workmen's Compensation Act, workmen's insurance, ESI/ EPF and other orders/ rules etc., issued by Government of India from time to time. The enforcement of the above conditions shall be the sole responsibility of the agency. The University of Allahabad shall not be a party at any stage in any of the disputes relating to the above.
- 21** Under no circumstances shall the University of Allahabad be liable for any liability arising due to non performance by the agency. The provisions contained in the Minimum Wages Act and other legislation relating to the nature of work has to be extended to the workers deployed by the contractor.
- 22 Rules governing the agency's employees working in University of Allahabad premises:** the agency's employees working inside the campus will abide by the condition which is furnished in the tender document. Any damage/theft to the property of the University of Allahabad due to mishandling, carelessness of the agency or of his workmen will be recoverable from the agency's bill.
- 23** The agency should depute qualified and experienced supervisors dedicated for the site concerned, who will coordinate work execution activities and interact with the representatives/ officials/ officers of the University of Allahabad responsible for supervision of work.

- 24 All the persons deployed at the University of Allahabad site will have to carry identity card/valid gate passes, which will be issued only by the agency. Any negligence on their part will attract immediate removal from the site.
- 25 The agency shall provide for all necessary materials, i.e., Guns and Sticks, Torch etc., needed for execution of the work. No extra charges shall be paid for the same.
- 26 All the deployed persons of the agency must be covered under ESI against any personal accident and the University of Allahabad shall not be liable for payment of any compensation on that account.
- 27 During the execution of work, the agency should follow all standard norms of safety measures/ precautions to avoid accidents/ damage to man, machines and buildings. Non compliance of any of the conditions mentioned in the above clauses may lead to imposition of fine as decided by the Honorable Vice Chancellor, University of Allahabad.
- 28 The successful bidder will be expected to mobilize the manpower for deployment at the work place within ten days after receiving the work order. Security Personnel deployed by the agency at the University of Allahabad site for carrying out contracted work are prohibited to take up any other work within or outside campus during the period of engagement in the University by the agency.
- 29 No material belonging to the agency whether consumable or non consumable should be brought inside the campus without proper Gate Pass (Issued by the Competent Authority). No material should be taken out of the campus without proper gate pass issued by the competent authority as notified by the Registrar, University of Allahabad.
- 30 Tender once submitted will remain with the University of Allahabad and will not be returned to the bidders.
- 31 University of Allahabad reserves the right to reject any or all the tenders in full or in part without assigning any reasons whatsoever and the decision of the the Hon'ble Vice Chancellor, University of Allahabad, Prayagraj in this regard will be binding on all the bidders.
- 32 Tenders not complying with any of the provisions stated in this tender document are liable to be rejected. The University reserves the right to accept the lowest or cancel the tender in whole or in part.
- 33 **Termination of contract:** The University reserves the right to terminate the contract or impose penalty by the order of the Registrar with due approval of the Hon'ble Vice Chancellor, on account of non satisfactory services, failure to mobilize site within 10 days, non compliance of set norms/ orders, violation of any contract provisions by the agency. The decision of the Registrar shall be final and binding on the agency.
- 34 The agency can also be terminated at the request of the Contractor after giving three months' notice and in default the agency shall be liable to pay the liquidated damages @ 10% of tendered value besides performance security deposit.
- 35 **Arbitration:** Any dispute arising between the University and the Agency shall be resolved by an Arbitrator appointed by the Vice Chancellor of the University of Allahabad.
- 36 The agency must agree to indemnify, keep indemnified, defend and hold harmless the University of Allahabad and their representative(s), assignees, and agents from and against all costs, expenses, liabilities, losses, damages, claims, demands, proceedings or legal costs which the University of Allahabad suffers as a result of a breach by the agency, its representatives, assignees or agents of any of the enforceable terms of this tender.

37. The agency must enter into an agreement (**Annexure-1**) with the Registrar, University of Allahabad before taking up the work in the University.
38. **Service charge being quoted in percentage should be reasonable in view of various applicable taxes & charges along with various recurring expenses etc. The bid(s) quoting service charges less than 1% will be treated as non responsive bid and summarily rejected.**
39. Any dispute arising out of this contract shall be subject to the jurisdiction of the Hon'ble Courts at Prayagraj, UttarPradesh.

Registrar

University of Allahabad



UNIVERSITY OF ALLAHABAD
(Central University)

FORM OF AGREEMENT

(ON NON JUDICIAL STAMP PAPER)

THIS AGREEMENT made this day of (Two thousand) between the REGISTRAR, UNIVERSITY OF ALLAHABAD (hereinafter called the UNIVERSITY which expression shall, unless excluded by or repugnant to the content, be deemed to include the successors in office) on the one Part and

.....
.....

..... (hereinafter called the "AGENCY" which expression shall, unless excluded by or repugnant to the context, be deemed to include his heirs, executors, administrators representatives and assignees or successors in office) on the other part.

WHEREAS the Registrar, University of Allahabad is desirous of executing the work comprising..

.....
.....
.....

WHEREAS the Agency has offered to execute complete and maintain such works and whereas the university has accepted the tender of the contractor and WHEREAS the Agency has furnished a sum of Rs. (Rupees only) and the Security Deposit as per para of the General conditions of the contract will be collected by deductions from the running bills at the rates mentioned therein for due fulfillment of all the conditions of this contract.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS

1. In this agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract herein referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this agreement viz.

- (a) Memorandum (work order)
- (b) General conditions of contract
- (c) Scope and conditions of contract
- (d) Price Schedule
- (e) Notice Inviting Tender

3. The Agency hereby covenants with the University of Allahabad to commence, complete and maintain the works in conformity in all respects with the provisions of the agreement.

4. The Registrar, University of Allahabad, hereby covenants to pay the contractor in consideration of such commencement, completion and maintenance of the works the "contract price" at the time and in the manner prescribed by the contract.

IN WITNESS WHEREOF the parties hereinto have set their hands and seals on the day and year first written.

The Common seal of the University of Allahabad was hereinto affixed and the Registrar, University of Allahabad has set his hand in the presence of signed and sealed by the Agency in the presence of (Witness with address).

(Authorised Signatory)

(Registrar)

With Seal

(1) Name of Witness

(1) Name of Witness

Address

Address

(2) Name of Witness

(2) Name of Witness

Address

Address

UNIVERSITY OF ALLAHABAD

Prayagraj, 211002, UP INDIA

SCOPE/ GENERAL CONDITION OF THE CONTRACT

1. Safeguarding and protecting moveable and immovable property of the University of Allahabad from damage, destruction, theft and fire etc.
2. Frisking, checking of visitors/ students at entry and exit points/ gates of various faculties, Offices of University of Allahabad will be the responsibility of the security personnel deployed by the Agency.
3. Handling the crowds of the students etc.
4. Maintaining and ensuring peace in the various campuses of the University of Allahabad.
5. Providing security cover to the authorities/ officers of the University of Allahabad.
6. Keeping a constant vigil round the clock throughout the campuses of the university through mobile squads equipped with latest technology and gadgets and arms etc.
7. Helping the faculty members of the University of Allahabad for conducting classes and examination while ensuring peaceful and conducive environment.
8. The contract shall be valid for a period of one year (12 months) from the date of site mobilization of watch and ward staff (security personnel) as per the work order. The University may extend the contract further for a maximum period of 2 years (1+1) in yearly blocks on the basis of satisfactory performance certificate issued by the Proctor. The review of the services shall be done by a committee constituted by the Honorable Vice Chancellor on a six monthly basis. The extension of agency shall be at the sole discretion of the Vice Chancellor, University of Allahabad and it cannot be claimed as a matter of right by the agency. The agency should supply required watch and ward staff (male/female only). Rate should be quoted for security personnel including watch and ward, with arms and without arms. Providing supervisor shall be the responsibility of the Agency and will be paid as per the rates of Gunmen by the University.
9. Payment to the Agency will be made every month after successful completion of the work as certified by the Security Officer, Proctor, Chairman-Security Committee and Registrar.

10. The watch and ward staff (security personnel) should wear uniform along with identity card/ badge, while on duty and the uniform and identity card/ badge should be supplied by the agency.
11. The watch and ward staff (security personnel) should attend their duties daily and their duty timings will be as per the duty roster.
12. The agency should provide Guns (with ammunition) with valid license, sticks and other equipments etc. required for watch and ward staff (security personnel) for carrying out their duties.
13. Full payment will be made based only on the proper attendance for work. The University has the right to make any deduction in payment and to stop the full payment for the improper attendance for work.
14. The agency will be responsible for any damage or theft caused or allowed to be caused by the contract watch and ward staff (security personnel) engaged by it/ him and the cost of the same will be deducted from the bills of the agency.
15. The agency participating in the bid must not have been blacklisted either by the University of Allahabad or by any other Central or State Government organization or any autonomous organization/institutions.
16. The agency must ensure that the security personnels employed for the contract have not instituted any legal dispute against the University.
17. Walkie-Talkie shall be provided by the Contractor/Agency and will be responsible for its maintenance from time to time.
18. 2 QRT vehicles for 24 hours shall be provided by the Agency.
19. The agency will also provide mobile phone along with SIM for each campus at their own cost.
20. All statutory taxes shall be borne by the Agency only.
21. Payment of wages should be paid by the 7th of every month by the firm/agency from its own fund. The bill of wages of a month should be submitted to the University by the 5th day of the succeeding month along with following documents
 - (i) Attendance sheet: certified by the Security Officer / Proctor.
 - (ii) Electronic Challan cum Return (ECR) including as EPF/ESI

- (iii) Member's wage details
 - (iv) New member's details
 - (v) Existing member's details
 - (vi) Member's arrears details obtained from EPFO of pertaining 2 (two) months prior to the bill along with proof of deposit. First such document should be made available after 3 (three) months. If the firm/agency fails to produce the ECR, the performance security will be forfeited and the contract will be terminated.
 - (vii) work satisfactory report
 - (viii) Proof for deposit of ESI subscriptions
22. The present requirement of security personnels including watch and ward, with arms, without arms is approximately 270, however the workforce may be reduced or enhanced from time to time as per the need of the University and on the recommendation of the Security Committee followed by an order of the Registrar with due approval of the Hon'ble Vice-Chancellor.
23. The Agency must ensure that the age of the security personnel deployed at the University shall be below the age of 45 years. However, in the case of ex- servicemen the age should be below 55 years. The proof of age of each security personnel deployed should be provided by the agency.
24. The Agency has to ensure that the manpower deployed at the University campus does not have any criminal background. The police verification of each watch and ward staff (security personnel) shall be done mandatorily by the agency/contractor and the consolidated report of all the personnel deployed must be submitted to the office of the Security Officer, University of Allahabad.
25. The agency should have its own office situated at Prayagraj with landline telephone connection in the name of the Agency (Proof for the same to be appended).
26. The deployment of the security personnel including watch and ward staff will be done on the direction of the Security Officer in consultation with Proctor, University of Allahabad.
27. The deployment of security personnel will be for a maximum of 8 hours at a time on entry/check-in points.

TECHNICAL BID (PART-A)

(To be submitted in a separate sealed envelope)

For Providing of Tender for Trained watch and ward staff (security personnel) to University of Allahabad, Prayagraj

Sl. No.	Particular	Yes/No	page No.
1.	EMD Number Date Amount (Copy attach)		
2.	Name of Tendering Agency with Registration No. & Date issued by appropriate authorities (Please enclose copy of certificate of registration, the registration must be at least 3 years old)		
3.	Do you possess trade license issued by Competent Authorities in India? If so, please enclose attested copy.		
4.	Name of Proprietor		
5.	Furnish following particulars of the Registered Office		
	a. Complete Postal Address		
	b. Telephone No./ Mobile No.		
	c. Fax. No.		
	d. E-Mail Address		
6.	Furnish the following particulars of the Local Branch Office. (if any)		
	a. Complete Postal Address		
	b. Telephone No.		
	c. Fax. No.		
	d. E-Mail Address		
7.	PAN No. (Attach Attested Copy)		
8.	GST No. (Attach Attested Copy)		
9.	PSARA Registration Number (Attach Attested Copy)		
10.	Proof of Training for watch and ward staff (security personnel) through NSDC (Certificate must be enclosed)		
11.	Attested copy of ESI and EPF certificates		
12.	Attested copy of Registration certificate under Contract Labour (Regulation & Abolition) Act, 1970 The agency should have a valid labour license from the Regional Labour Commissioner or any other statutory authority for manpower of 300 Nos. of security personnel from an ongoing contract.		
13.	Certificate to the effect that workforce provided by the Contractor/ Agency shall have at least 50% efficient ex-servicemen.		

14.	<p>The minimum annual turnover of the agency from the manpower (trained watch and ward security personnel) providing business should be at least Rs. 50 Crores (Rs. Fifty Crores only), for each financial year, during the last three years.</p> <p>(Please attach copy of certificate by Chartered Accountant in original) (Attach separate sheet if space provided is insufficient)</p> <table border="1" data-bbox="209 376 1209 546"> <thead> <tr> <th data-bbox="209 376 464 432">Financial Year</th> <th data-bbox="469 376 879 432">Amount (`In Lakhs)</th> <th data-bbox="884 376 1209 432">Remarks, if any</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 439 464 472">2019 - 2020</td> <td data-bbox="469 439 879 472"></td> <td data-bbox="884 439 1209 472"></td> </tr> <tr> <td data-bbox="209 479 464 512">2020 – 2021</td> <td data-bbox="469 479 879 512"></td> <td data-bbox="884 479 1209 512"></td> </tr> <tr> <td data-bbox="209 519 464 546">2021 - 2022</td> <td data-bbox="469 519 879 546"></td> <td data-bbox="884 519 1209 546"></td> </tr> </tbody> </table>	Financial Year	Amount (`In Lakhs)	Remarks, if any	2019 - 2020			2020 – 2021			2021 - 2022						
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2019 - 2020																	
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2021 - 2022																	
15.	<p>Give details of the major clients – Educational University/Universities, Government Departments, Research Organizations, to whom same type of services have been provided by the bidder during the last three years in the following format.</p> <table border="1" data-bbox="209 696 1209 958"> <thead> <tr> <th data-bbox="209 696 296 880">Sl. No</th> <th data-bbox="301 696 639 880">Name & address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id</th> <th data-bbox="644 696 863 880">Name & quantity of Security Personnel deployed</th> <th data-bbox="868 696 1066 880">Purchase Order/Indent No. & Date</th> <th data-bbox="1070 696 1209 880">Amount `</th> </tr> </thead> <tbody> <tr> <td data-bbox="209 887 296 920">1</td> <td data-bbox="301 887 639 920"></td> <td data-bbox="644 887 863 920"></td> <td data-bbox="868 887 1066 920"></td> <td data-bbox="1070 887 1209 920"></td> </tr> <tr> <td data-bbox="209 927 296 958">2</td> <td data-bbox="301 927 639 958"></td> <td data-bbox="644 927 863 958"></td> <td data-bbox="868 927 1066 958"></td> <td data-bbox="1070 927 1209 958"></td> </tr> </tbody> </table> <p>(If the space provided is insufficient, a separate sheet may be attached)</p>	Sl. No	Name & address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Name & quantity of Security Personnel deployed	Purchase Order/Indent No. & Date	Amount `	1					2					
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1																	
2																	
16.	<p>The agency must not have been black listed or banned by any Govt. Department, Government Organization, PSU, University, Autonomous organization etc. A notarized certificate to this fact should be enclosed with techno-commercial bid as per <u>Annexure V</u></p>																
17.	<p>Are you an ISO certified company e.g. 9001-2015, 14001-2015, 18001-2007, 8000-2014 ? If so, please attach a copy of the certificate.</p>																
18.	<p>Undertaking as prescribed in <u>Annexure-VI</u></p>																
19.	<p>Please specify the minimum time required to start the job contract from the date of receipt of the Work Order</p>																
20.	<p>Snapshots regarding HRIS solutions, if applicable</p>																
21.	<p>Positive Net worth Certificate from authorized agency.</p>																
22.	<p>Attested copy of SA 8000 Certificate, if applicable</p>																
23.	<p>Attested Copy of empanelment with NICSI & MSME, if applicable</p>																
24.	<p>Proof of total number of manpower/security personnel (Determined from EPF ECR & ESIC Contribution) provided by the firm</p>																

25.	An affidavit that the agency shall not be having any civil suit/criminal case pending against its proprietor or any of its Directors (in the case of a Company) or having been earlier convicted on grounds of moral turpitude or for violation of laws in force.		
26.	Attested copy of IT return of last 3 years		
27.	Service Tax Challan certificate (receipt of last 6 months will be enclosed).		
28.	Power of attorney/ board resolution in favour of signatory of the tender on behalf of tenderar.		
29.	Certificate for satisfactory completion of previous work done at least in two organizations of Central Govt./ State Govt./Autonomous bodies not below the amount of Rs. 10 Crores per annum during last three years along with existing client lists.		
30.	Additional information, if any (Attach separate sheet, if required)		

Note 1: No brochures/leaflets/CDs etc. should be submitted in loose form.

Note 2: Please indicate page nos. on your tender document.

Note 3: The technical offer should not contain any price information of which the tender documents will be rejected.

An Earnest Money Deposit of Rs. 21,00,000/- (Rupees twenty one Lakh only) in the form of Demand Draft / Pay Order drawn in favor of **The Finance Officer, University of Allahabad** payable at Allahabad shall be submitted along with the Technical bid.

Note 1: EMD will not accrue any interest

Note 2: The bid security shall be returned to the unsuccessful bidders after the Notification of the Award.

Note 3: The bids not accompanied with earnest money shall be summarily rejected.

Date

**Signature of the Authorized Signatory of the Agency
with stamp**



UNIVERSITY OF ALLAHABAD

FINANCIAL BID (PART-B)

S. N.	Head	Rate of 01 Security Guard (without Arms) (in INR per day)	Rate of 01 Security Guard (with Arms) (in INR per day)	Rate of 01 Security Supervisor (in INR per day)
1.	Cost of Manpower			
(a)	Wages	As decided, amended time to time by the Labour Commissioner, Kanpur and adopted by the University of Allahabad	As decided, amended time to time by the Labour Commissioner, Kanpur and adopted by the University of Allahabad	The rate of Security Guard with arms will be followed
(b)	EPF (Employer's Contribution)	As per Government of India Norms as amended from time to time	As per Government of India Norms as amended from time to time	As per Government of India Norms as amended from time to time
(c)	ESI	As per Government of India Norms as amended from time to time	As per Government of India Norms as amended from time to time	As per Government of India Norms as amended from time to time
2.	The Applicable Government Taxes	As per Government of India Norms as amended from time to time	As per Government of India Norms as amended from time to time	As per Government of India Norms as amended from time to time
3.	Agency Service Charge in (%) percentage only			

Note:

1. The rate of Security Guard (with Arms) and Security Supervisor shall be same.
2. Two QRT vehicles for 24 hours (Scorpio/Tavera/ Bolero etc. manufacturing year not before 2021) shall be provided by the Agency at their own cost.
3. The agency will also provide mobile phone along with SIM for each campus at their own cost.
4. Service charges for each category of Security Guard (with arms) and Security Guards (without arms) and Security Supervisor be provided separately in percentage.
5. Service charges not quoted for any category, will be treated as the firm is not interested in providing the services of that category and tender will be rejected.

Signature of authorized representative with seal

MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE GUARANTEE

To

WHEREAS

.....
.....
(name and address of the Agency) (hereinafter called "Agency") has undertaken, in pursuance of contract no.....dated..... to supply(description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the Agency shall furnish you with a bank guarantee by a scheduled commercial bank recognized by RBI to you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;
NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Agency, up to a total of Rs

.....(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Agency to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Agency before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the Agency shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of, 20.....

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
..... Seal,
name & address of the Bank and address of the Branch

CERTIFICATE & DECLARATION

It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. No forged / tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that University of Allahabad, Prayagraj is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.

In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, we are liable for forfeiture of EMD/SD and/or any penal action and other damages include withdrawal of all work / purchase orders being executed by us. Further University of Allahabad, Prayagraj is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.

I / We assure the University that neither I/We nor any of my/our workers will do any act/s which is improper / illegal during the execution in case the tender is awarded to us.

Neither I/We nor anybody on my/our behalf will indulge in any corrupt activities / practices in my/our dealing with the University.

Our Firm/ Company/ Agency has not been blacklisted or banned by any Govt. Department, PSU, Organization.

University, Autonomous University or Any other Govt.

Date

Signature of the Tenderer

Place

Stamp

Note: This certificate should be executed on duly notarized Rs. 100/- NJ Stamp Paper.

Undertaking from the Bidder

From:

M/s-----

To: The Registrar
University of Allahabad,
Praygraj - 211002

(Tenderer)

SUB: "Trained watch and ward staff (security personnel) for deployment in various campuses of the University of Allahabad for round the clock security"

I/We hereby undertake that

- 1) We have carefully examined the Tender Document; we offer our services for the aforesaid work in conformity with all the terms and conditions stated therein.
- 2) We enclose herewith Earnest Money Deposit for a value of Rs21,00,000.00 (Rupees Twenty One lakh only), in the form of Demand DraftNo.-
----- dated----- issued by-----
-----, in favour of Finance Officer, University of Allahabad, Praygraj payable at Praygraj-211002.
- 3) We certify that we have carefully read each and every condition and the scope of work given in the Bid document and having understood the same we confirm our acceptance without any condition or deviation.
- 4) We agree to keep the Bid valid for a period of 180 days from the date of opening of Bid and it shall remain binding on us and may be accepted at any time before the expiry of that period.
- 5) Should this Bid be accepted, we hereby agree to abide by and fulfill all terms and conditions of the Bid document and in default thereof, to forfeit the earnest money deposit absolutely.
- 6) Unless and until a formal contract is prepared and executed, this Tender Document together with written acceptance of tenderer thereof shall constitute a binding contract between University of Allahabad, Praygraj and us.

Witness:

(Name & Address)

(Seal & signature of the company)

Date:

Name:

Seal: