



भा0 कृ0 अनु0 प0—खुरपका मुँहपका रोग निदेशालय
ICAR- Directorate of Foot and Mouth Disease
(भारतीय कृषि अनुसंधान परिषद)
(Indian Council of Agricultural Research)
मुक्तेश्वर—263138, उत्तराखंड, Mukteshwar- 263138, Uttarakhand,
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F. No. 10-14/Security/ICFMD/2018-19/

Date:-25.07.2019

Tender Notice

भा0 कृ0 अनु0 प0—खुरपका मुँहपका रोग निदेशालय में Security job contract at ICFMD Argul Jatni, Khorda Bhubaneswar. हेतु निविदा सूचना एवं निविदा प्रपत्र को Government e-procurement Systems की वेबसाइट में अपलोड कर दी गई है। जिसकी **Tender ID: 2019_DARE_489368_1** निविदा प्रपत्र ऑनलाईन जमा करने की अन्तिम तिथि दिनांक 12.08.2019 को सायं 5:00 PM बजे तक है। इच्छुक निविदादाता e-Procurement System Government of India की वेबसाइट <https://eprocure.gov.in/eprocure/app> पर निविदा देखने हेतु उक्त को देखे।

सहा0 प्रशा0 अधिकारी

NOTICE INVITING TENDER THROUGH E-PROCUREMENT

Online Bids are invited from reputed & interested firms for Watch & Ward (Security) Contract at ICFMD, Arugul, Jatni, Khordha, Bhubaneswar (Odisha). A FDR/TDR/BG of Rs. 80,000/= (Rupees Eighty Thousand Only) as earnest money deposit (EMD) is to be made in favour of **ICAR-Unit-PD on FMD, payable at Mukteswar (Uttarakhand)** and may be addressed to Director, ICAR-DFMD, Mukteswar-263138, Nainital (Uttarakhand).

Critical date sheet

Tender Number	10-14/Security/ICFMD/2018-19/
Name of Organization	ICAR Unit-DFMD, Mukteswar-263138 (Uttarakhand)
Date & Time for issue/Publishing	25.07.2019 at 12.30 PM
Bid Submission started & Time	25.07.2019 at 12.30 PM
Bid Submission End Date & Time	12.08.2019 at 5.00PM
Date and Time for Opening Bid	14.08.2019 at 11.00AM
Address for Communication	Director, ICAR-DFMD, Mukteswar-263138, Nainital (Uttarakhand)

Tender ID: **Tender ID: 2019_DARE_489368_1**

**ICAR-DIRECTORATE OF FOOT AND MOUTH DISEASE
MUKTESWAR-263138 (UTTARAKHAND)**

Dear Sir,

On behalf of the Director, ICAR-Directorate of Foot and Mouth Disease, Mukteswar online tenders are invited (two bid system) for Annual Job Contract for Watch and Ward (Security Services) at International Centre for Foot and Mouth Disease (ICFMD), Arugul, Jatni, Khordha, Bhubaneswar Odisha. The terms and conditions of the contract, which govern the contract to be made, are those contained in the general conditions of contract applicable to the contract placed by the ICAR-DFMD, Mukteswar and the special terms & conditions detailed in the tender form and its schedules. Please submit your tender if you are in a position to provide the requisite services in accordance with the requirements stated in the attached schedule.

1. Tender Fees of Rs. 500/- may be provided in the shape of Demand Draft in favour of ICAR –UNIT -PDFMD, Mukteswar, payable at State Bank of India, Mukteswar (Branch code No. 2582) or RTGS/NEFT in the A/c No. 11576142063, Account holder name: ICAR-UNIT-PD FMD, Mukteswar, Bank Name: SBI, Mukteswar (U.K.), Bank Code No: 2582, IFSC Code NO: SBIN000 2582. DD of only SBI is acceptable. This should reach ICAR-DFMD, Mukteswar office before opening date of Technical Bid as in CPP Portal.
2. Bid Security of 80,000/= (Rupees Eighty Thousand Only) must be deposited in shape of FDR/TDR/BG in favour of **ICAR-Unit-PD on FMD , payable at Mukteswar (Uttarakhand)** Scanned copy of the same may be uploaded in the CPPP portal against the tender ID.If exempted for EMD valid supporting documents must be submitted on the closing date of bid submission, failing which bid will not consider to open. The Institute will not be responsible for any sort of postal delay. In no case, cheque will be accepted. The tender will not be considered if the Bid Security/EMD exemption certificate is not submitted before opening of Bid as scheduled in the critical date sheet.
3. The tender must be submitted in accordance of instructions.
4. The tenderer is being permitted to tender in consideration of the stipulation on his/ her part that after submitting his/her tender, *he/she* will not refuse *his/her* offer or modify the terms and conditions thereof. Should the tenderer fail to observe and comply with the foregoing stipulation, the Institute will forfeit the Bid Security/EMD. In the event of the offer made by the tenderer not being accepted, the amount of Bid Security deposited by the tenderer will be refunded to him/her (without interest) after *he/she* has applied for the same. in the manner prescribed by the Institute.
5. The Tender would be evaluated based on the firm's turnover, experience in working Govt. Deptt., **Undertaking in the cost of services and number of Guards (with arm/without arm) registered with ESI/EPF**, the Service Charges quoted and actual amount to be paid to Security Guards (with arm/without arms).
6. **The required amount of Bid Security in sealed cover super-scribing on the envelop "Bid Security/EMD exemption certificate** for Security Services can be hand delivered and must be submitted in the office of Assistant Administrative Officer, ICAR-DFMD, Mukteswar-263138, (Uttarakhand) on the last date of submission of tender on working hours. Bid Security/EMD Exemption certificate can also be sent by Registered post/Speed post but the Institute shall not be held liable for late receipt of Bid Security due to postal delay or other reasons.
7. Acceptance by the Institute will be communicated by Speed Post/Fax/e-mail or any other form of communication. Formal letter of acceptance of the tender will be forwarded as soon as possible, but the earlier instructions in the Speed Post/fax/e-mail etc. should be acted upon immediately.

(A) INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The tender form/bidder documents may be downloaded from the web site: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal(<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids shall not be accepted under any circumstances.
2. Tenderers/bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
3. 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 Director reserves the right to accept or reject any or all the tenders.
4. The interested bidders are required to deposit Earnest Money, as per NIT e-procurement, in original at page 1 of this document in the form of Demand Draft/FDR in favour of ICAR-Unit-PD on FMD, Mukteswar, issued from any Commercial/Scheduled bank, on the closing date of bid submission during working hours. If exempted for EMD valid supporting documents must be submitted on the closing date of bid submission, failing which bid will not consider to open. The Institute will not be responsible for any sort of postal delay.
5. **The security points provided in the BOQ (Price Bid) may increase or decrease as per the requirement of the Institute.**
6. **The rates should be quoted for Agency Charges in Rupees only per point per month basis not in percentage which will be fixed during the currency of the contract.**
7. **The price bid may be made taking into cognizance the terms & conditions carefully.**
8. **No further correspondence in form of request/letter etc. through email/surface mail will be entertained once the bids are uploaded.**
9. **Any worker if damages the institute premises or loss, should be recovered from the firm.**
10. **The firms are also required to upload copies of the following documents: -**

a.	Scanned copy of required amount of Bid Security: FDR/TDR/DD for Rs. 80,000/= (Rupees Sixty Thousand Only) in the shape of F.D.R./T.D.R./D.D (should be valid at least for 90 days from the date of opening of tender). If exempted for EMD, valid supporting documents may be submitted on the closing date of bid submission.
b.	Scanned copy of ESIC Registration certificate of agency issued by appropriate authority
c.	Scanned copy of EPF Registration certificate of the agency issued by appropriate authority
d.	Scanned copy of GST/Service Tax Registration certificate of the agency issued by appropriate authority
e.	Scanned copy of PAN Number Certificate of the firm & last three years Income Tax Return.
f.	Scanned copy Valid Security License under private agency Security Act.
g.	Scanned copy of the Agency must have a valid registration with Contract Labour (Regulation and Abolition) Act. 1970/CL (R&A) Central Rules, 1971.
h.	Scanned copy of Latest ESI/EPF Challan for ascertaining the number of Guard/Supervisor has to be attached.
i.	Scanned copy of Financial standing through latest ITCC Annual report (Balance Sheet and Profit & Loss Account of last 3 years. The minimum turnover of the firm for supply of outsourcing security services may not be less than 20 lakhs (Rupees Twenty Lakhs only) as reflected in Profit & Loss Account.
j.	Scanned copy of proof of experience supported any document for satisfactory outsourcing Security services in Central/State Govt. Establishments/Autonomous bodies/Corporation of Central/State Govt.
k.	Scanned copy of valid Registration Certificate under Companies Act, 1956/ Indian Partnership Act, 1932/Any Other Act/Ownership.
l.	Scanned copy of Banker details/address (including pin code) proof etc. along with E-mail & phone no.
m.	Scanned copy of Tender Acceptance letter duly filled & signed in (to be given on company letter head) as per enclosed format.

(B) INSTRUCTION FOR ONLINE BIDS SUBMISSION:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, Using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registration on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

REGISTRATION:

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link 'Click here to Enroll'. Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate Authority recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their User ID/ password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS:

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender Schedules. These tenders can be moved to the respective My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

PREPARATION OF BIDS :

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents- Page 6 of 10 including the name and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/XLS/RAR/DWF forms. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN Card Copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use 'MySpace' area available to them to upload such documents. These documents maybe directly submitted from the 'My Space' area while submitting a bid, and need not be uploaded again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS:

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidders has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as 'offline' to pay the tender fee/EMD as applicable and enter details of the instrument.

4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be sent by post/ given in person to the Assistant Administrative Officer ICAR-DFMD, Mukteswar-263138 (Uttarakhand) latest by the last date & time of bid submission. Failure to deposit the earnest money in office up to due date and time through offline mode will lead to rejection of bid. Institute will not be held responsible for any short of postal delay. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. A standard pdf format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download to pdf file, complete Cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidders should submit it online. If the pdf file is found to be modified by the bidder, the bid will be rejected.
6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the tender document and terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Page 7-10.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 18030702232.

**GENERAL INFORMATION AND OTHER TERMS
AND CONDITIONS OF THE CONTRACT**

1. **CAMPUS AND THEIR LOCATION:** - International Centre for Foot and Mouth Disease (ICFMD), Arugul, Jatni, Khordha, Bhubaneswar-752050 (Odisha)
2. The other details are as under: - No. of guards With Arms : **09 Nos.**
Without Arms : **06 Nos.**

Sl.	Area/Spot	Type of Security Guard to be deployed
1.	ICFMD Campus	<ul style="list-style-type: none">• With arms (Only Ex-servicemen/Ex-para Military Force/ Home Guards)• Without arms (Ex-servicemen/Ex-Para Military Force/ Home Guards)

Note: -Security guards (With arms & without arms) can be increased/ decreased or changed as per need at any time. The decision of the Director of this Institute shall be final.

• **SERVICES:**

The entire open area and the built up area will have to be maintained from security angles. Complete security of the both campus and its properties shall vest fully with the approved contractor who shall be held accountable for any loss of property/material etc. from within the campus/campus as per the detail give below:

- a) The selected agency shall provide necessary persons for Security Services at ICFMD Campus strictly as per the charter of duty and terms and conditions mentioned in the tender form. The agency shall employ good and reliable & robust persons and clean record preferably within the age group of 21 to 45 years to carry out the job contract. In case any of the personnel so engaged by the agency is not found suitable by the Institute, the Institute shall have the right to ask for its replacement without giving any reason thereof and the agency shall on receipt of a written communication in this regard will have to replace such persons immediately.
- b) The personnel engaged by the agency for this job contract will not be employee of the Institute and there will be no employer-employee relationship between the Institute and the personnel so engaged by the contractor.
- c) The agency shall be wholly responsible for making payment of monthly wages and other admissible allowances to the personnel on 7th day of following month. Minimum wages, as prescribed by the Ministry of Labour, Government of India from time to time shall be payable to the personnel deployed for services to this office by the Selected Agency. However, service charges per points/months once quoted will not be changed during the currency of contract
- d) The Institute shall not directly or indirectly engage any personnel of title agency during the period of contract.
- e) All the personnel deployed will perform their duty in proper uniform and will maintain a smart turn out. The agency shall, at its own cost, provide suitable uniforms (both Summer and Winter) to the personnel with identity cards.
- f) The tenderer will also have to furnish particular relating to Income Tax clearance certificates, turnover, infrastructure status etc.
- g) Necessary enlisting/police verification of the firm and its workers is also required.
- h) The agency shall provide Communication Facilities, torch, lathies etc. for smooth functioning of Security Services.
- i) The Contractor shall not sub-let further assign the contract.

- **ELIGIBILITY CONDITIONS:**
 - a. The firm should have at least 10 Security Guards (with arm/without arm) registered under ESI and EPF. The firm will produce latest ESI/EPF Challan for ascertaining the number of Guards! Supervisor registered with the ESI/EPF.
 - b. The firm must have GST, Service Tax Registration, ESI/EPF Registration Certificate, Registration Declaration of ownership under Indian Registration Act 1908 Labour registration and valid security License under Private Security Agency Act.

- **The firm must have the license for operating Security Services in Odisha as per Rule of Odisha Private Security Agencies (Regulation) Rules.**

- **TERMS OF THE CONTRACT:** - Initially the terms of the contract will be for one year. On the expiry of the contract or on its termination, the Institute reserves the right to renew the contract on monthly/ yearly basis on the terms and conditions that may then be mutually agreed upon.
- **MODE OF PAYMENT:** - The agency shall submit monthly bills for the job performed during the preceding month along with proof of contribution made for ESI/EPF and GST paid for the Manpower provided to the Institute. The Institute shall make payment by means of RTGS/NEFT (e-banking) drawn in favour of the agency. However, taxes which are as per the rules of the Govt. shall be deducted at source from monthly bills of the successful tenderer, as per rule.
- **TERMINATION:** - This contract can be terminated by giving two months' notice on either side and that any notice required to be served shall be sufficiently served on the parties if delivered to them personally or dispatched by the address herein given under registered post. The Institute will have no responsibility for any loss/damage caused to them. This also cannot be challenged through any court of law.
- **LOSS AND/OR DAMAGES:** - In case of any loss or damage done to the property of the Institute by the personnel provided by the agency for security duties at CARI Old and New Campus, full damages will be recovered from the Agency and decision of the competent authority of CARI shall be a binding on agency.
- **SECURITY DEPOSIT:** - Successful bidder shall be deposited security money/performance guarantee of 10% of total contract value as within two weeks from the award of contract in shape of TDR/FDR. The security shall be refunded to the contractor after satisfactory completion of the contract or adjusted against any damages or loss of property etc. caused by the personnel deputed by the agency. No interest will be paid on the security money deposited with the Institute.
- The tender is likely to be terminated in case the conditions in the agreement are not fulfilled
- The contractor is advised to have a complete survey of both the campus done before offering rates. Company's/Firm's/Agency's Service Charges to be quoted by the firm per point per month in whole in Rupees only not in percentage However, service charges per points/months once quoted will not be changed during the currency of contract.
- Income tax will be deducted at source as per prevailing government rules.

CHARTER OF DUTIES FOR SECURITY SERVICES AT ICFMD CAMPUS, ARUGUL, JATNI.

1.	Ensure Proper locking/unlocking of all doors and windows and report the Caretaker and officer concerned immediately
2.	Ensure that no unauthorized persons or vehicle get entry into the guarded premises in an irregular manner.
3.	Ensure safe custody of keys
4.	To regulate traffic and ensure proper parking of vehicles.
5.	Conduct regular petrol along the specified beats.
6.	No stray cattle/dogs get access to the guarded area.
7.	To check pilferage and implement anti-theft measures.
8.	Check and keep the record of all out going material through gate pass signed by the authorized i.e. officials of Security Section.
9.	Check/control search staff engaged by any other contractor or person having access to the building.
10.	Be conversant with the location of fire alarm switches and hydrant and fire extinguisher and operate them in case of need and assist the fire brigade in their operation
11.	Allow no unauthorized persons except the staff members with due permission of the competent authority in the guarded area.
12.	To maintain complete record of visitors
13.	To maintain record of incoming and outgoing vehicles wherever applicable.
14.	To report unusual events in suspicious circumstances occurring in the area of premises.
15.	Any other items of work assigned with the approval of competent authority.

Full Name and address of the tenderer in addition to address and other relevant information needed for the complete Address:-

Telephone No.
Address:-

To

The Director,
ICAR-Directorate of Foot and Mouth Disease (ICAR-DFMD)
Mukteswar-263138,
Dist. Nainital, (Uttarakhand).

Sir.

I/we have read all the particulars regarding the general intonation and other terms and conditions of the contract for the annual Security Services of International centre for Foot and Mouth Disease (ICFMD), Arugul, Jatni, Bhubaneswar and agree to provide the services as detailed in schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates given in schedule attached I and II to this tender and I/we agree to hold this offer open till 90 days. I/we shall be bound by a **communication acceptance dispatched within the prescribed time.**

2. I/we have understood the terms and conditions for the contract and shall provide the best **services strictly in accordance with these requirements.**
3. The following pages have been added to and from a part of this Tender _____ the schedules I and II to accompany this tender are at page Nos. _____
4. Every page so attached with this tender bears my signature and the official seal.
5. Pay Order/Demand Draft No. _____ of Rs. _____ drawn in favour of ICAR-Unit-PD on FMD, Mukteswar is enclosed as Bid Security as required.
6. D.D. No. of Rs. drawn in favour of ICAR-Unit-PD on FMD, Mukteswar is enclosed towards the cost of Tender Form.

Signature & Seal of Tenderer with date _____
Address, _____
Name & Signature of witness. _____
Address _____

QUESTIONNAIRE

The Tenderers should reply all questions of this questionnaire given below. If any question is not related to the Tenderers they should write against the column 'Not Applicable'. The Tenderers should also understand that their tender shall not be considered if the reply given by them is not clear.

1. Tender No. Date of receipt of Tender
2. Date of Validity of the proposal.....
(Validity of the proposal is desirable for 90 days from the date of receipt of the tender by the Institute. In case the Tenderer wishes to make any change in it, then he must ensure that the validity of the proposal shall not be less than 90 days from the date of receipt of rates.
3. Firm's PAN No./TAN No.
4. Service Tax Registration Number.....
5. License No. with date & office Issuing
Authority for undertaking services.....
6. Status:
 - (A). Self-attested copy of current registration certificate in Services Tax Department, along with its validity date..... Whether, there is any financial limitation, if yes, indicate.....
 - (B). Are you registered with Employees State Insurance Corporation (E.S.I.), Employees Provident Fund Organization (E.P.F.), Labour Enforcement office, Service Tax Department? If yes, submit/enclose self-attested copies of the above certificates.....
 - (C). Are you registered under Indian Companies Act, 1956 or any other Act? If Yes, enclose self-attested copy
7. Please indicate: -
Name and full address of your banker (Bankers) :.....
.....
Your Current Account No.IFSC Code.....
8. Have you ever been debarred as a penalty, from carrying out watch and ward work by any Ministry/Department of Central or State Govt. or prohibited to join in Tenders? If yes, give full detail.....

Signature of witnesses
Full name and address of the person

Signature of the Tenderer
Name and address
Who has signed
for and behalf of the firm

Name of the Firm _____

Registered / Postal Address _____

Mobile Number of the Firm _____

Emai ID.....

1.	Permanent Account Number (PAN) No.	
2.	GST Number	
3.	Aadhar Card No.	
4.	Tin Number	
5.	Service Tax Registration No. if applicable	
6.	Bank Details:-	
	a) Bank Name	
	b) Branch Name	
	c) Account No.	
	d) Type of Account (Current / Savings)	
	d) MICR No.	
	f) RTGS/NEFT IFS code	

DateName of the Authorized Signatory

PlaceStamp & Signature

**TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)**

To,

Sub:- Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: _____

Dear Sir,

1. That I am owner/proprietor etc. of

_____ (Name of firm/agency with complete address).

2. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

3. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
4. The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
5. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
6. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
7. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Note:-

The incomplete/unfilled/partially filled/unsigned Tender Acceptance letter will be liable for rejection of bid.

Financial Bid

FOR PROVIDING WATCH & WARD (SECURITY CONTRACT) AT ICAR-DFMD, Mukteswar-263138

1. Name of Manpower Company/Firm

Agency/Contractor (In Capital Letters)

- i. Address (register address)
- ii. Tel. No.
- iii. Operating Branch address in Mukteswar
- iv. Contract person with contact Number
(duly authorized)

2. Details of Earnest Money Deposit Rs. _____ (Rupees _____ Only)

DD/TDR/FDR
Drawn on Bank

3. The service charges to be charged by the service provider in BOQ only.

S. No.	Component of rate	Amount in whole rupees per point/per month	Rates applicable as on date in Rs. (Statutory payment will reimburse as applicable from time to time)	
			With Arms (A)	Without Arms
1.	Daily wages Rate including existing Dearness allowance (not to be quoted by the Bidders)	As per Minimum wage at the rate fixed by Govt. India from time to time Present Rate for Watch & Ward With Arms Rs. 645.00 per day Without Arms: Rs. 551.00 per day	19350.00	16530.00
2.	Employee Provident Fund (EPF) @13.00% maximum of Rs. 15000 of (1) (Not to be quoted by the Bidder)	As per Rules framed by EPFO from time to time (maximum of Rs.15000/=)	2516.00	2150.00
3.	Employee State Insurance @ 3.25% of (1) (Not to be quoted by the Bidder)	As per Rules framed by ESIC from time to time	629.00	537.30
4.	Company's/Firm's/Agency's Service Charges to be quoted by the firm per point per month in whole in Rupees only not in percentage However, service charges per points/months once quoted will not be changed during the currency of contract.	To be quoted in the BOQ only per person per month.	Rs.....	Rs.....
5.	Total Mandatory cost per person per month	Sub Total of (1+2+3+4)		
6.	GST liability @18% of (Sl. No. 5 above) (Not to be quoted by the Bidder)	As per Rules framed by Govt. of India from time to time		
7.	Total cost per point per month (5 + 6)			

Note:-If a firm quote *Nil (Zero)* Agency Service charges, the bid will not be considered