

TENDER
FINANCIAL OFFER
FOR

**ARYABHATTA RESEARCH INSTITUTE OF
OBSERVATIONAL SCIENCES MANORAK PEAK,
NAINITAL UTTARAKHAND
(AN AUTONOMOUS BODY UNDER GOVERNMENT OF INDIA)**

**Name of Work :- Providing Security Services to the Institute at Manora Peak,
Nainital and at Devasthal.**

- (i) No rate and amount pertaining to financial offer should appear anywhere on the envelope.

Note : This document is serially numbered from page 1 to 7

Date : 27th March, 2008

**ARYABHATTA RESEARCH INSTITUTE OF
OBSERVATIONAL SCIENCES, (ARIES),
MANORA PEAK, NAINITAL-263 129.**

**NOTICE INVITING TENDER FOR PROVIDING SECURITY
SERVICES**

Sealed Tenders are invited from reputed professional and experienced Security, Agencies, who have valid registration & License under the relevant/Contract Labour (R&A) Act, 1970 and have also successfully carried out minimum 3 jobs of Rs. 10 Lac each per annum or turnover of 50 lacs and above for Central Government Establishments/Scientific Institutions/autonomous Institutions or semi Government organizations having an area of ten acres and above.

This Institute is desirous of giving a job contract for providing security services for the Institute. This Institute has 2 campuses, one at Manora Peak, Nainital and another at Devasthal, Nainital, which is about 50 km. from Nainital. The following will be the parameters governing the award of the contract.

1. The contractor shall provide Security and keep watch and ward of land and properties at both the premises in consultation with the Institute.
2. That for performing Security duties, the contractor shall deploy persons round the clock in eight hours shifts. The contractor shall ensure that the persons are punctual and disciplined and remain vigilant in performance of their duty. The Contractor shall engage medically and physically fit persons preferably below the age of 50 years, for Security duties who are ex-servicemen. No Para-military /or personnel from CPO will be engaged by the contractor.
3. That the contractor shall submit details of the names, parentage residential address, age etc. of the persons deployed by him in the premises of the Institute. ARIES for the purpose of proper identification of the employees of the contractor deployed at various points, shall issue identity cards bearing their photographs/identification, etc. and such employees shall display their identity cards at the time of duty. The copy of the discharge

certificate of the personnel will be submitted. He will be responsible for making arrangement for duty if a security personnel is absent or on leave and will ensure that the number of guards on duty is as per the roster.

4. The contractor shall report promptly to the Institute any theft or pilferage that takes place or where any attempt is made to that effect and loss, if any, shall be the sole responsibility of contractor. The contractor shall ensure security and safety of all the property and assets moveable and immovable. In case the theft/pilferage is attributable to any lapse or negligence on the part of the contractor or his worker, the contractor shall make good on demand the loss to the Institute.
5. That the contractor shall at their own cost, if required take necessary insurance with the statutory provisions of Contractor Labour (Regulation & Abolition) Act, 1970; Employees State Insurance Act; Workman's Compensation Act, 1923; Payment of Wages Act, 1936; The Employees Provident Fund (and Miscellaneous Provisions) Act, 1936; The payment of Bonus Act, 1965. The Minimum Wages Act, 1948; Employer's Liability Act, 1938; Employment of Children Act, 1938; and or any other Rules/Regulations and/or statues that may be applicable to them and shall further keep the ARIES indemnified from all acts of omission, fault breaches and/or any claim, demand; loss; injury and expenses arising out from the non compliance of the aforesaid statutory provision. Contractor's failure to fulfill any of the obligations hereunder and/or under the said Acts, rules/regulations and/or any bye-laws or rules framed under or any of these the ARIES shall be entitled to recover any of the such claims, demands loss or injury from the contractor's monthly payments. The contractor shall have to furnish necessary document related to Income tax (PAN No) company or firm registration and license etc.
6. That the contractor shall submit the proof of having deposited that amount of contribution claimed by him on account of ESI & EPF towards the persons deployed at ARIES buildings in their respective names before submitting the bill for the subsequent month. In case the contractor fails to do so, the amount claimed

towards ESI and EPF contribution will be withheld till submission of required documents.

7. That the contractor shall particularly abide by the provisions of Minimum Wages Act 1948 with Rules 1950 framed there-under, as amended from time to time on the rates, terms and conditions etc.
8. That the contractor shall be required to maintain permanent attendance register/roll within the building premises which will be open for inspection and checking by the authorized officers of ARIES.
9. That the uniforms supplied by the contractor at his own cost to the persons deployed for this work shall be except those prohibited by Ministry of Home Affairs. The seasonal equipment such as Jerseys, grey coats in winters and rain coats, in monsoon shall also be provided by the contractor at his cost and ARIES shall have no liability whatsoever on this account. The uniform shall be approved by the Registrar of the Institute. The tools/equipment for security purposes (Batons, guns, torches, whistle etc.) shall be provided by the contractor to the deployed manpower.
10. The contractor shall take all reasonable precautions to prevent any unlawful riots or disorderly conduct or acts of his employees so deployed and ensure preservation of peace and protection of persons and property of ARIES.
11. That the contractor shall deploy his persons in such a way that they get weekly rest. The working hours/leave for which the work is taken from them, do not violate relevant provision of Shops and Establishment Act. The contractor shall in all dealings with persons in his employment have due regard to all recognized festivals, days of rest and religious or other customs. In the event of the contractor committing a default or breach of any of the provision of the Labour Laws including the provisions of Contract Labour (Regulation & Abolition) Act, 1970 as amended from time or furnishing any information, or submitting of filing any statement under the provisions of the said regulations and rules which is materially incorrect, they shall without prejudice to any

other liability pay to the Director of the ARIES a sum as may be claimed by ARIES.

12. That the contractor shall keep the ARIES indemnified against all claims whatsoever in respect of the employees deployed by the contractor. In case any employee of the contractor so deployed enters in contractor to contest the same. In case ARIES is made party and is supposed to contest the case the ARIES will be reimbursed for the actual expenses incurred towards Counsel fee and other expenses, which shall be paid in advance by the contractor to ARIES on demand. Further, the contractor, shall ensure that no financial or any other liability comes on ARIES in this respect of any nature whatsoever and shall keep ARIES indemnified in this respect.
13. In case of any dispute, the same shall be referred for the sole Arbitration to Director, ARIES, Nainital or his nominee. The venue of Arbitration shall be Nainital. For adjudication, if any, the Courts at Nainital only would have the jurisdiction to entertain the same.
14. The contractor is required to submit the schedule of quantities as at **Anx-1** in a sealed envelope alongwith the Demand Draft drawn of Rs. 200/- in favour of Director, ARIES, towards cost of tender (non-refundable). The tender should be accompanied along with successful service certificate from the clients. The last date of submission of tenders is 21st April , 2008 by 3:00 PM. The tenders shall be opened on the same date at 4:00 PM. The tenders should be accompanied by an EMD of the value of Rs. 25000.00 in favour of Director, ARIES payable at Nainital. Tenders not accompanied by EMD shall be summarily rejected. The successful tenderer will have to submit PBG in the form of Demand Draft/FDR in favour of Director, ARIES of Rs. 60,000/- be accompanied along with successful service certificate from the clients.
15. The contractor is expected to sign the Agreement and state the work within seven days of issue of work order.

16. The Director, ARIES shall have the right to reject any or all the tenders without assigning any region.

ANNEXURE - I

CONTRACT FOR ENGAGING SECURITY PERSONNEL
For ARIES, Manora Peak, Nainital – 263 129
Schedule of Quantities

Contractor shall deploy 17 Nos Security Guards and 02 Security Supervisors, Security Guards/Supervisors shall be Ex-Servicemen only and below the age of 50 years as on 01.04.2008. The rates/amount on job quoted shall be as per existing Minimum Wages Rates Act and other statutory rates/payment including other wages as indicated in the tender document and also applicable in ARIES, Nainital.

Sr. No.	Description	Supervisor (Skilled)			Security (Semi Skilled)			Grand Total
		Number	Rate	Amount	Number	Rate	Amount	
	1	2	3	4	5	6	7=5 X 6	8= 4+7
1	Basic Pay							
2	Leave relief							
3	ESI (%)							
4	EPF (%)							
5	EDLI (%)							
6	Bonus (%)							
7	Gratuity (%)							
8	Adm. Charges (%)							
9	Sub-Total (1-8)							
10	Service charges on (9) Including detected							
11	Total (9+10)							
12	Service Tax as applicable (%)							
13	Grand Total (11+12)							

Signature of Tenderer

Specify the following :

- (a) Type of Guns : SBL/DBBL/Rifle.
- (b) Walkie Talkie – Yes/No
- (c) Any other condition or service proposed to be provided by the Contractor.