

## Tender Enquiry

**Tender Enquiry No. RTC/AN/AMC/01/AN-C**

**Dated: 27/07/18**

**(Bids to be opened on 20/08/18 at 11:00 hrs.)**

- 1) The **PC of A (Fys), Kolkata** invites quotation under two bid (Technical Bid and Price Bid) system for engagement of Security Personnel on contract basis through Recognized Security Agency **for the period of one year from the date of issue of work order**. The details regarding participation in this tender and details of tender such as pre-qualification criteria, terms and conditions, scope of work are available in the TE. Tender will be opened on 20/08/18 at 11:00 hrs. The tender documents to be submitted manually/Regtd post/speed post duly completed.
- 2) Since it is a two bid system, the contractor should submit their technical bid and financial bid in two different sealed cover duly super-scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed. First stage the technical bids are to be opened by the TOC. At the second stage financial bids of only technically acceptable offers are to be opened.
- 3) You are therefore requested to submit your quotations along with **EMD (Earnest Money Deposit) or documents in favour of exemption of EMD in a sealed cover** in the tender box kept at **PC of A (Fys), 10A, S.K. Bose Road, Kolkata – 700001 (Opposite Netaji Indoor Stadium)** either in person or through Registered post/speed post in the address given below. **The quotations, EMD or documents in favour of exemption of EMD must reach this office on or before 17/08/2018 at 16.00 hrs.**

- (a) Bids/queries to be addressed : **PC of A (Fys), Kolkata**
- (b) Postal address for sending bid documents : **PC of A (Fys), 10 A, S.K. Bose Road, Kolkata - 700001**
- (c) Name/designation of the contact personnel : **C.C. Chatterjee (Sr. Accounts Officer)**
- (d) Telephone No. of the contact personnel : **033- 2248 5077/5080 (Extn. – 328)**
- (e) E-mail address of the contact personnel : **anvimainoffice.dad@hub.nic.in**
- (f) Tele Fax number : **033-22480991**

- 4) This TE (Tender Enquiry) is divided into 06 (six) parts as follows :-

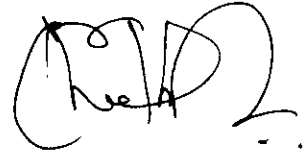
- (i) **Part I:** Contains general information and instructions for the bidders about the TE such as the time, place of submission and opening of tenders, validity period of tenders etc.
- (ii) **Part II:** Contains Eligibility Criteria of TE.
- (iii) **Part III:** Contains detailed service requirement and schedule of personnel etc.
- (iv) **Part IV:** Contains standard conditions of TE.

(v) **Part V:** Contains special conditions applicable to the TE with related sub-clauses for the successful bidder.

(vi) **Part VI:** Contains Schedule of Rates.

This TE is being issued with no financial commitments and the buyer reserves the right to change or issue deviation of any part including quantity at any stage. Buyer also reserves the right to withdraw the TE, should it become necessary at any stage.

\*\*\*\*\*



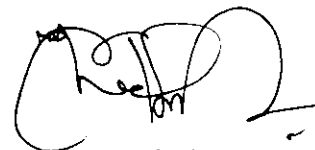
**(C.C. Chatterjee)**

**Sr. Accounts Officer**

Part -I

**General Information**

1. **Last date and time for submission of the Bids:** - 17/08/2018 at 16.00 hrs.
2. **Manner of Depositing the Bids:** - By person/Regd post/Speed post.
3. **Time & Date for opening of Bids:** - at 20/08/18 at 11.00 hrs.
4. **Place of Opening of the Bids:-** PC of A (Fys), 10A, S.K. Bose Road,, Kolkata – 700001 (opposite Netaji Indoor Stadium)
5. **Clarification regarding contents of the TE:** - A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the **PC of A (Fys)** by e-mail about the clarification sought not later than **14 days** prior to the date of opening of the bids. Copies of the queries and clarification by the **PC of A (Fys)** will be sent to all prospective bidders who have received the bidding documents.
6. **Clarification regarding contents of the bid:** - During evaluation of bids, the buyer may at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in **writing/email** and no change in prices or substance of the bid will be negotiated, offered or permitted. No post bid clarification on the initiative of the bidder will be entertained.
7. **Rejection of Bids:** - Canvassing by the Bidder in any form, unsolicited letter may invoke summary rejection with forfeiture of **EMD**. Conditional tender will be rejected.
8. **Validity of Bids:** - The Bids should remain valid for **120 days** from the last date of submission of the Bids.
9. **Earnest Money Deposit:-** Bidders are required to submit **Earnest Money Deposit (EMD)** in favour of '**Principal Controller of Accounts (Fys), Kolkata-700001**' for an amount of **Rs.42273/- (Rupees Forty two thousand two hundred seventy three only)** taking into consideration of 2% of gross Annual value of the upcoming contract in the form of Bankers Cheque/Demand Draft from any nationalized bank. **EMD** is to remain valid for a period of forty-five days beyond the final bid validity period (**EMD should be valid for 165 days**).**EMD** of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the **30<sup>th</sup> day** after the award of the contract. The Bid Security of the successful bidder would be returned without any interest whatsoever, after the receipt of Performance Security from them as called for in the contract. **EMD** is not required to be submitted by those Bidders who are registered with the **Central Purchase Organization (e.g. DGS&D) or National Small Industries Corporation (NSIC)**. The **EMD** will be forfeited if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender.
10. **Selection of L1 firm:** -The short listed vendors quoting the lowest **Basic Rate** (Per Month per Person) including (**Wages, Bonus, EPF, ESI, Service Charges**) as per price bid will be treated as **L1**.



(C.C. Chatterjee)

Sr. Accounts Officer

**Part – II**

**Eligibility Criteria**

<b>Eligibility Criteria</b>	<b>Documents in support of EC</b>
1. The tenderer should have minimum <b>5 years</b> of experience in carrying out the services in any of the Central or State Government/Public Sector Enterprise/Autonomous Bodies	Copies of Work Order, Completion certificate issued by Govt./Semi Govt./Public Sector Undertaking etc.
2. Firm should have proof of filing IT return for last 03 (three) financial year with Permanent Account No.	Copy of PAN card and income tax clearance certificate or proof of filing IT return for last three financial year.
3. Firm should have Current valid Trade License.	Copy of Trade License from competent authority.
4. Firm should have GST Registration	Copy of GST Registration.
5. Firm should have Employees Provident Fund Registration.	Copy of EPF Registration Certificate from the Competent Authority.
6. Firm should have ESIC Registration.	Copy of ESIC Registration Certificate.
7. Tender Documents should be signed, stamped and submitted before due date.	Tender Enquiry (signed and stamped) document to be submitted before due date.



(C.C. Chatterjee)

Sr. Accounts Officer

## Part – III

### Detailed Service Requirement

#### SCOPE OF WORK – SECURITY SERVICES FOR RTC KOLKATA

Regional Training Centre (ER), Kolkata hereinafter referred as RTC imparts training to the officers and staff of Defence Accounts Department (DAD) posted throughout India and to the Armed Forces Officers and other officers of Ministry of Defence. Regional Training Centre complex including Admin Block, Hostel, and Transit Facility and Officers' quarters with garages is bounded with perimeter wall with barbed wire fixed on top. There are two entry points where entry gates for vehicles along picket gates have been provided alongside Sector-V, Main Road. Only one entry gate is normally operated where Security Room has been provided. The Security Room is provided with toilet for the personnel and telephone line is also provided.

The work involves the maintenance of security service for the whole complex located in 3 acres of land including three storied Admin & Hostel building & Transit accommodation consisting of **26 Rooms (including 6 Suites)** and triple storied DAD Transit Facility building consisting of **8 Suites (including two VVIP Suites)**.

To provide security Guards preferably ex-servicemen with good physique between the age of **18 to 45 (can be relaxed in case of ex-serviceman)** years and can perform security duties efficiently and effectively as per schedule of quantity in Annexure I for safeguarding all Government assets round the clock.

#### -: Standard Conditions of TE:-

##### General Clause:

1. To prevent any encroachment to Government land and buildings, and any kind of nuisance on the road in front of the main gate and boundary walls.
2. To intimate any trespassing, loss, theft, fire or any abnormal and unusual incident which may affect the security of the premises to the **PC of A (Fys)** or his representative immediately over telephone and/or by personal reporting and other means without keeping the post unguarded. Also liaise with local Police in case of theft or any other untoward incident/fire station (**in case of fire**). Security guards will also render necessary assistance in filing **FIR** in the Police Station.
3. To prevent entry of animals & all such wild creatures into the RTC complex. Watch & Ward personnel should patrol the complex at frequent intervals with Lathis at night and on holidays also.
4. To ensure that all security lights and electrical fittings provided within the boundary of the RTC Complex are in working condition.
5. Security Supervisor must carry out regular inspection to ensure proper performance of duty.

6. All un-authorized entries must be checked.
7. To regulate and maintain record of the movement of vehicles, persons and stores with proper authority, gate pass, and documents as per instructions issued by the **PC of A (Fys), Kolkata**.
8. The **PC of A (Fys), Kolkata** or his representatives reserves the right to carry out surprise check in the area so as to ensure that security arrangements are in order.
9. The Contractor will ensure that watch and ward personnel are selected after due verification of antecedents required from the police authorities of the concerned locality. The **PC of A (Fys), Kolkata** or his representative shall reserve the right to suggest changes of security personnel as and when considered necessary. These watch and ward personnel will be treated as the Contractor's employees for all purposes and the **PC of A (Fys), Kolkata** shall have no liability in any respect.
10. Provision of suitable uniform/protective clothing to the Watch & Ward personnel, payment of their wages etc. including the employees' contributions towards the ESI and EPF and all other statutory dues on the basis of wages paid to them each month, as per the ESI and EPF Acts etc. shall be the responsibility of the Contractor and the **PC of A (Fys), Kolkata** shall have no responsibility whatsoever on this subject. They should also wear badges inscribing their names for identification.
11. The contractor will ensure that no security guard is in intoxicated condition while on duty. They will not enter inside the Training & Hostel buildings Transit Facility & Officer's Quarters without proper authorization except in emergencies fire, illness of somebody etc.
12. The contractor will not allow or permit the Watch & Ward Staff/Owners employees or any other persons to participate in any stage trade union activities/agitations in the premises of "RTC Complex".
13. Any damage to Government property caused due to prove negligence of the Contractor's security staff shall be made good by the Contractor to the entire satisfaction of the **PC of A (Fys), Kolkata**.
14. The security personnel should be literate, well conversant with security duties and in a position to understand and carry out security duties.
15. The contractor will change security personnel at intervals mutually agreed upon. However, the **PC of A (Fys), Kolkata** reserves the right to order change of the security personnel at any time without assigning any reasons.
16. The Contractor shall ensure that sufficient reserves are catered for and utilize to provide watch and ward services on seven days in a week and in addition they shall be utilized to fill in long leave and other casual unforeseen absentees.

17. The contractor shall make provisions for equipment of torch light, Lathi(baton), water bottle, whistle, umbrellas etc. for the security guards.
18. Application for identity passes should be submitted to the RTC by the Contractor or through his local Representative immediately on engagement. In case any guard is proceeding on long leave or suspended/dismissed from service or leaves the job, identity pass of such guard must be withdrawn and deposited with the RTC immediately.
19. The contractor shall comply with the provisions of the payment of Wages Act 1936, Minimum Wages Act, 1948, Employment Liability Act 1938, Workmen's Compensation Act 1923, Industrial dispute Act 1947 and the Contractor Labour Act (R&A) 1970 or the modifications thereof and other laws in relation thereto and the rules made there under from time to time.
20. The **PC of A (Fys), Kolkata** shall not be responsible for any injury or loss of life of any employee of the contractor that may take place while on duty or otherwise. Any compensation or expenditure towards treatment for sickness or inquiry or loss of life shall be the sole responsibility of the contractor.
21. The contractor shall be responsible for maintaining the log book/register as may be called upon and for observing all statutory obligations in respect of the safety of equipment's and personnel in accordance with rules and Acts.
  - a. The contractor will be liable for making any compensation which may arise in case of any accident to person employed by him against this contract as per **ESI Schedule**. For minor injuries while on work financial/medical help shall immediately be given by the contractor.
  - b. **EPF:-** Employee's and Employer's Contribution as per rule shall be collected and deposited every month in respective A/C against Men working under you and copy of the challan under which amount has been deposited with Commissioner of EPF shall be submitted to this office along with monthly bill.
  - c. **ESIC:** - Employee's and employer's contribution as per rule shall be deposited to ESIC's A/C of respective persons and challan of such deposit shall be submitted to this office along with monthly bill.
  - d. **Professional Tax:** - The contractor has to submit professional Tax of their staff as per rule and submit receipt from professional tax office at the earliest within two months.
  - e. **Bonus:** - Contractor shall pay 8.33% Bonus per month or at the rates as revised by the Govt. from time to time. Bonus @ 8.33% p.a. will be claimed on monthly basis and will be paid to the security personnel in the same manner. Proof of payment of **Bonus** should be submitted otherwise payment will not be cleared in subsequent months.
22. **The contractor shall follow all statutory provisions applicable on date** including payment of Minimum Wages Act, payment of Wages Act, Employees State Insurance Act, Provident Fund Act, Bonus Act, Industrial Dispute Act 1947 or any other Act which may be enforced from time to time during contractual period. The contractor

22. **The contractor shall follow all statutory provisions applicable on date** including payment of Minimum Wages Act, payment of Wages Act, Employees State Insurance Act, Provident Fund Act, Bonus Act, Industrial Dispute Act 1947 or any other Act which may be enforced from time to time during contractual period. The contractor shall be responsible to maintain all records and shall make payments in connection with the relevant acts as applicable to them from time to time
23. Security Personnel engaged by contractor shall have no right or claim whatsoever in direct recruitment to RTC.

**24. SCHEDULE OF PERSONNEL**

**Name of the work**- Providing Security Personnel (watch & ward personnel) at RTC Complex, Salt lake, Kolkata

Providing round the clock Security Service at the RTC(ER), EMBlock, Salt Lake, and Kolkata-700091 Complex. The minimum wages is payable for 26 days.	<b><u>Shift – I</u></b> ( 06.00 hrs to 14.00 hrs)---- 2(Two) Watch & Ward personnel	(a)One at Main gate (b)One patrol duty of entire complex
	<b><u>Shift – II</u></b> 14.00 hrs to 22.00 hrs— 2(Two) Watch & ward personnel	(a)One at Main gate (b)One patrol duty of entire complex
	<b><u>Shift – III</u></b> 22.00 hrs to 06.00 hrs— Two (02) Watch & Ward personnel	(a)One at Main gate (b)One patrol duty of entire complex
	One (01) Watch & Ward personnel.	Security staff will be for leave/off reserve purpose.

(C. C. Chatterjee)

Sr. Accounts Officer



## Part IV

### Standard Conditions of TE

The Bidder is required to give confirmation of their acceptance of the Standard Conditions of the Request for Proposal mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder as selected by **PC of A (Fys), Kolkata**. Failure to do so may result in rejection of the Bid submitted by the Bidder.

1. **Law:** -The contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.
2. **Arbitration:** -Any question, dispute or difference arising under the contract shall be referred to the sole arbitrator appointed by the **CGDA, New Delhi**. The award of the arbitrator shall be final and binding on both the parties. The venue of arbitration proceeding shall be Kolkata.
3. **Penalty for use of Undue influence :-** The Bidder undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the **PC of A (Fys), Kolkata** or otherwise in procuring the Contract or forbearing to do for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India showing or forbearing to show favour or disfavor to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Bidder or any one employed by him or acting on his behalf (whether with or without the knowledge of the Contractor) or the commission of any offence by the Bidder or anyone employed by him or acting on his behalf, as defined in **Chapter IX** of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the **PC of A (Fys), Kolkata** to cancel the contract and all or any other contracts with the Bidder and recover from the Contractor the amount of any loss arising from such cancellation. A decision of the **PC of A (Fys), Kolkata** or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Contractor. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Contractor towards any officer/employee of the **PC of A (Fys), Kolkata** or to any other person in a position to influence any officer/employee of the **PC of A (Fys), Kolkata** for showing any favour in relation to this or any other contract shall render the Contractor to such liability/penalty as the **PC of A (Fys), Kolkata** may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the **PC of A (Fys), Kolkata**.
4. **Liquidity Damages:** -LD clause as per rule shall be applicable. In the event of contractor's failure to submit the Bonds, Guarantees and documents in time or delayed execution of work etc. as specified in this contract the **PC of A (Fys), Kolkata** may, at his discretion withhold any payment until the completion of the contract or charge an amount of Rs.1000/- per instance.

5. **Termination of Contract** :- PC of A (Fys), Kolkata shall have the right to terminate this Contract in part or in full in any of the following cases :-

- a. The Contractor is declared bankrupt or become insolvent.
- b. Violation of applicable labour laws.
- c. Breach of safety and security of RTC.
- d. Termination of contract by mutual consent.
- e. Breach of contract may lead to termination of contract issuing to the vendor.

\*\*\*\*\*



(C. C. Chatterjee)

**Sr. Accounts Officer**

## Part V

### SPECIAL CONDITIONS OF T.E.

The Bidder is required to give confirmation of their acceptance of Special Conditions of the TE mentioned below which will automatically be considered as part of the Contract concluded with the successful **Bidder (i.e. the contractor)** as selected by the **PC of A (Fys)**. Failure to do so may result in rejection of Bid submitted by the Bidder.

#### 1. Performance Guarantee:

- A. The contractor shall provide a Bank Guarantee, to the extent of 10% of the total value of the contract amount from a Nationalized/Scheduled Bank on behalf of PC of (Fys) Kolkata, 10-A, S K Bose Road, Kolkata-700 001, towards Security Deposit for awarding contract (**within 30 days of receipt of the confirmed order**) and shall remain validated for **60 days after the date of expiry of contract**. In the event of contractor's failure to submit the **BG** and starts execution after stipulated execution date, etc. as specified in this contract the **PC of A (Fys), Kolkata** at his discretion may withhold any payment until the completion of the contract.
- B. If the contractor, in the opinion of the Competent Authority makes a default at any time in proceeding with the watch and ward services with diligence or fails to comply with any of the terms and condition as laid down herein or with the order properly issued there under, then without prejudice to any of the rights, the contract shall be cancelled and the security deposit will be forfeited.
- C. The contractor shall submit a monthly "Running pre-receipted bill" in triplicate, to the **PC of A (Fys), Kolkata** duly signed by him or his authorized field representative or power of attorney holder. The monthly payments will be released only after the satisfactory watch and ward services and the certificate will be issued by the **PC of A (Fys), Kolkata** or by his/her representatives. After that payment will be released by the Principal Controllers of Accounts (Fys) 10-A, S K Bose Road, Kolkata-700 001, to the contractor through SBI-CMP after deducting regular rates and taxes, as applicable. As such, contractor shall own responsibility for regular payment of wages or any legitimate or other dues entitled by the said Watch & Ward Personnel.
- D. If the attendance of the Ward personnel falls short than the contracted number, a proportionate amount per head per day shall be deducted from the monthly bills. Similarly, if the work is found unsatisfactory and below the expected standards in a particular area or areas as assessed by the **PC of A (Fys), Kolkata** or his Representative, proportionate charges subject to minimum of Rs.1000/- or as determined by the **PC of A (Fys), Kolkata** or his Representative will also be deducted from the contractor.

2. **Validity of the Contract & Option Clause:** Validity of this contract for providing the services will be for **12 (twelve) months**. It can, however, be terminated at any time within this period with one month's notice. **No escalation or upward revision of rate is permitted during the contract period except for increase in wages as notified by the Government through gazette notification.** The contract will have an Option Clause, wherein the **PC of A (Fys), Kolkata** can exercise an option to extend the contract for **additional 50%** of the original contracted period (**i.e. 6 months**) in accordance with the **same terms & conditions of the present contract**. This will be applicable within the currency of contract. The Bidder is to confirm the acceptance of the same for inclusion in the contract. It will be entirely the discretion of the **PC of A (Fys), Kolkata** to exercise this option or not.

3. **Transfer and Sub-letting/Sub-contract:-**

- (a) The contractor has no right to give, bargain, sell, assign or sublet or otherwise dispose of the contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present contract or any part thereof.
- (b) If any time during currency of the contract, an order or decree of competent court be made or resolution passed for winding up of the firms, the **PC of A (Fys), Kolkata** shall have the right to terminate the contract by giving One Month's notice in writing but without prejudice of right accrued to either party prior to such termination.
- (c) The Contractor shall not be entitled to any additional payment during the tenure of the contract due to increase in the rates of any equipment or any amenities provided to the security men.
- (d) The Contractor shall attend all the complaints immediately not **later than 24 hours** to the entire satisfaction of the **PC of A (Fys), Kolkata** or **his/her Representative**.
- (e) The **PC of A (Fys), Kolkata** shall not provide accommodation for security personnel for residential purpose. The **PC of A (Fys), Kolkata** shall also not provide any meal/Tiffin etc. at the public expenses. The **PC of A (Fys), Kolkata** shall also not bear travelling/transport expenses for the security personnel.

4. **Payment Terms:-**

- (a) Payment will be made to the contractor on monthly basis through **SBI-CMP** subject to satisfactory Job performance and a certificate to this effect will be issued by the **PC of A (Fys), Kolkata** or by **his/her representative**.
- (b) Documents in support of payment of minimum wages e.g. nominal roll, acquaintance roll receipt of **PF & ES** etc., for every month must be produced for the release of payment for the subsequent month. **In case of increase in wages due to revision by Central Govt., copies of Gazette Notification are to be enclosed. In case of change of rates of taxes by the Govt. the same may be reimbursed subject to production of payment receipt in support.**

c) An attendance register will also be maintained properly by the contractor and photocopy of the same should be produced along with the bill in proof of attendance of Security Personnel. No payment shall be made by the CDA (RTC) for double duty, if any.

(e) GST may be claimed on all the elements except profit in the bill claimed by the firm.

**5. Advance Payments:** - No advance payment(s) will be made.

**6. Paying Authority:** - The Principal Controller of Accounts (Fys), 10A, S.K. Bose Road, Kolkata – 1. The payment of bills will be made on submission of the following documents by the Contractor along with the bill:

- (i) Ink-signed copy of contingent bill/Contractor's bill.
- (ii) Ink-signed copy of Commercial invoice/Contractor's bill.
- (iii) Details for electronic payment viz. Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code (if these details are not incorporated in supply order/contract)
- (iv) User Acceptance.

7. **Risk & Expense clause:** -In case of the failure of the contractor to perform the contract satisfactorily the same will be cancelled at his risk and cost and fresh contract will be entered into at the risk and cost of the defaulting contractor.

8. **Force Majeure clause:-**

- (a) Neither party shall bear responsibility for the complete or partial on-performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Act or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.
- (b) In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.
- (c) The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than **10 (Ten) days** from the moment of their beginning.

9. **Quality:** -The quality of the service delivered according to the present Contract shall correspond to the applicable technical conditions and standards.

10. **Inspection Authority:** -The Inspection will be carried out by **PC of A (Fys), Kolkata** or authorized representative of **PC of A (Fys), Kolkata**.

**11. Compliance statement:** -In respect of two-bid system. Bidders are required to furnish clause by clause compliance of specification bringing clearly the deviations from specifications, if any. The Bidders are advised to submit the compliance statement in the following format along with Technical Bid:

Para of TE Specification item-wise	Specification of item offered	Compliance to TE specification – whether Yes/No	In case of noncompliance, deviation from TE to be specified in unambiguous terms



(C. C. Chatterjee)

Sr. Accounts Officer

**Part VI**

**SCHEDULE OF RATES**

Name of the work: - Providing Security Personnel (watch & ward personnel) at **RTC Complex, Salt lake, Kolkata.**

**1. Evaluation Criteria :** The broad guidelines for evaluation of bids will be as follows :

- (a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying criteria of both technically and commercially.
- (b) The lowest bid will be decided upon the lowest price quoted by the particular bidders as per the Price Bid Format given in **Para 2** below.

All taxes and duties (including those for which exemption certificates are issued) quoted by the Bidders will be considered. The total cost quoted by the Buyer would be the deciding factor for ranking of Bids.

**2. Price Bid Format :**

Description	Payment Details	Rate	Quantity	Amount	Amount
Providing round the clock Security Service at the <b>RTC(ER), EMBlock, Salt Lake, Kolkata-700091 Complex</b> , as per scope of works as mentioned in the Price bid.	Items	.....( * ) per guard per month	7 (Seven) Watch & ward personnel	.....(*) Per month	.....(*) per year
	1.Wages ( as Minimum Wages Act)	16562	115934		
	2. EPF	2177.9	15245.32		
	3. ESI	786.7	5506.86		
	4. Bonus (8.33%)	1379.61	9657.3		
	5. Profit				
	6.GST				
	<b>Total</b>				

  
(C. C. Chatterjee)  
Sr. Accounts Officer