

**Institute for Plasma Research**  
**(An Aided Institute of Dept. of Atomic Energy, Govt of India)**  
**Bhat, Gandhinagar**

**COMMERCIAL TERMS & CONDITIONS - Annexure-I**

ITEM DESCRIPTION	<b>Tender for Providing Round the Clock Security Services On Contract Basis</b>	
Sl. No.	PARTICULARS	REMARKS
I	<b>Name of the Bidder</b>	
II	<b>IPR Tender Notice NO &amp; Date</b>	IPR/TN/Admin-1/TPT/ET/01/2018 Dated : 10/10/2018
III	<b>Vendor Offer No &amp; Date</b>	
IV	Postal address	
V	Contact with STD code	
VI	Fax with STD code	
VII	Name of Contact person	
VIII	Mobile No.	
IX	e-mail ID	
X	<b>Currency of offer/quotation</b>	INR
	<b>SCANNED COPY OF THE BELOW MENTIONED DOCUMENTS NEED TO UPLOAD AT <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> AT THE TIME OF PARTICIPATION OF TENDER WITHIN THE PERIOD OF SUBMISSION.</b>	"YES" OR "NO"
XI	<b>Certificates:</b>	
	i) PAN (Permanent Account Number) Registration	
	ii) Certificates of Registration for GST	
	III) Certificate of EPFO, ESIC	
XII	Penalty:- as per <b>Clause No.6 under Section-B</b>	
XIII	Terms of Payment:- as per <b>Clause No.21 under Section-A</b>	
XIV	<b>Goods and Services Tax (GST):</b> Have you specified the applicable GST in Price Bid	
XV	<b>Validity of offer/quotation:-</b> 120 days from the date of opening of tender	
	<b>QUESTIONNAIRE TO BE FILLED BY BIDDER IN AND SENT ALONG WITH OFFER DULY SIGNED</b>	
XVI	In the event of a purchase order/contract vendor has to provide Security Deposit in the form of Demand Draft/Pay Order/Bank Guarantee as per Clause No.19.1 under Section-A of our tender document.	
XVII	I/We hereby offer our rates for providing round the clock security services on contract basis as detailed in the schedule hereto at the price given in the Price Bid and agree to hold this offer open till expiry of validity of quotation. I/We shall be bound to hereby offer upon issue of contract communicating the acceptance thereof on or before the expiry of the last mentioned date.	
XVIII	I/we have understood the General Conditions and special conditions of this contract governing tender notice no. IPR/TN/Admin-1/TPT/ET/01/2018 dated 10/10/2018 placed by the Institute for Plasma Research and the instructions to Tenderer annexed to the invitation to tender Form and have thoroughly examined the scope of work and have quoted my/our rate(s) in the Rate Schedule hereto. I/We am/are fully aware of the nature of the works to be carried out in accordance with subject tender as per the terms and conditions stipulated in your tender document.	
XIX	Whether All Documents Related to tender Viewed?	
XX	Whether uploaded the duly filled and signed copy of Annexure-I & II ?	

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Eligibility Criteria (Annexure-J)

ITEM DESCRIPTION	<b>TENDER FOR Round the Clock Security Services on CONTRACT BASIS</b>		
Sl. No.	PARTICULARS	REMARKS	
I	Name of the Vendor		
II	IPR Enquiry NO & Date	IPR/TN/Admin-1/TPT/ET/01/2018 Dated : 10/10/2018	
III	Vendor Offer No & Date		
Sr. No.	Criteria	Documents required to upload	Status of Documents (Uploaded/ Not-Uploaded in e-Tender Portal)
1	Vendor should have either registered or a branch office with 24 x 7 support staff available at this office. This office should be in Ahmedabad or Gandhinagar as on date of publication of tender notice.	Valid shops and establishment certificate/ Memorandum of Association/Electricity bill/Rent agreement, etc. and duty register of staff to establish 24x7 support.	
2	Minimum 5 years of experience of providing security services as on date of publication of this tender notice..	Copies of work orders & completion certificates issued by clients to establish 5 years experience.	
3	Bidders should be Proprietary firm/Partnership Firm/ limited company/Pvt. Ltd. Company	Valid Registration certificate from Competent Authority.	
4	Should have successfully executed one contract of a duration of atleast one year, for providing security services with deployment of at least 75 guards at a single premises, round the clock in Gujarat region to a Government / semi Government or a reputed Company, during last 3 years as on the date of publication of tender.	Copy of work order / agreement of contract along with Work completion Certificate issued by clients.	
5	Contractor should have an average turnover of Rs.12.5 Crores per annum for the last 3 financial years, i.e. 2015-16, 2016-17 and 2017-18.	Audited Profit and loss Account and balance sheet / certificate issued by Chartered Accountant for last 3 financial years.	
6	Details of one running Security Contract in Govt / Semi Govt or reputed organisation for providing round the clock security services in Gujarat Region with deployment of 100 or more security personnel per day.	Copies of work orders & Performance Certificate specifying no. of security personnel per day, issued by clients.	
7	Bidders should have valid ISO 9001 certification as on publication of this tender	Copy of certificate	
8	Bidders should have valid PSARA 2005 license as on publication of this tender	Copy of license	

**Note:**

<b>The response to tender without submission of proof of above points will summarily be rejected without further communication</b>
<b>The bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government agencies</b>
<b>Original documents shall be produced for verifications, if required.</b>

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RATE SCHEDULE : SECTION - C	
IPR Tender No & Date:	IPR/TN/ADMIN-1/TPT/ET/01/2018 dated 10/10/2018
Tender Description :	Tender for Providing round the clock security services On Contract Basis
NAME OF THE BIDDER :	
Offer no & date:	

ANNEXURE- A RATE SCHEDULE FOR IPR Campus at Bhat, Gandhinagar																																																							
Sr. No	<u>Particulars</u>	Package Rate per month (In Rs.)	Remarks																																																				
1	Charges for deployment of security personnel as per the following details: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Category</th> <th colspan="4" style="text-align: center;">Shift</th> <th rowspan="2" style="text-align: center;">Total Nos.</th> </tr> <tr> <th style="text-align: center;">General</th> <th style="text-align: center;">Shift-I</th> <th style="text-align: center;">Shift-II</th> <th style="text-align: center;">Shift-III</th> </tr> </thead> <tbody> <tr> <td>Security Officer</td> <td style="text-align: center;">01</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">01</td> </tr> <tr> <td>Security Supervisor</td> <td style="text-align: center;">-</td> <td style="text-align: center;">02</td> <td style="text-align: center;">02</td> <td style="text-align: center;">01</td> <td style="text-align: center;">05</td> </tr> <tr> <td>Security Guards (Ex. Servicemen)</td> <td style="text-align: center;">-</td> <td style="text-align: center;">13</td> <td style="text-align: center;">13</td> <td style="text-align: center;">13</td> <td style="text-align: center;">39</td> </tr> <tr> <td>Security Guards (Civilian)</td> <td style="text-align: center;">04</td> <td style="text-align: center;">14</td> <td style="text-align: center;">15</td> <td style="text-align: center;">14</td> <td style="text-align: center;">47</td> </tr> <tr> <td>Lady Security Guard (Civilian)</td> <td style="text-align: center;">-</td> <td style="text-align: center;">02</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">02</td> </tr> <tr> <td>Armed Guards</td> <td></td> <td style="text-align: center;">01</td> <td style="text-align: center;">01</td> <td style="text-align: center;">01</td> <td style="text-align: center;">03</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: center;">5</td> <td style="text-align: center;">32</td> <td style="text-align: center;">31</td> <td style="text-align: center;">29</td> <td style="text-align: center;">97</td> </tr> </tbody> </table>	Category	Shift				Total Nos.	General	Shift-I	Shift-II	Shift-III	Security Officer	01	-	-	-	01	Security Supervisor	-	02	02	01	05	Security Guards (Ex. Servicemen)	-	13	13	13	39	Security Guards (Civilian)	04	14	15	14	47	Lady Security Guard (Civilian)	-	02	-	-	02	Armed Guards		01	01	01	03	<b>Total</b>	5	32	31	29	97		
Category	Shift				Total Nos.																																																		
	General	Shift-I	Shift-II	Shift-III																																																			
Security Officer	01	-	-	-	01																																																		
Security Supervisor	-	02	02	01	05																																																		
Security Guards (Ex. Servicemen)	-	13	13	13	39																																																		
Security Guards (Civilian)	04	14	15	14	47																																																		
Lady Security Guard (Civilian)	-	02	-	-	02																																																		
Armed Guards		01	01	01	03																																																		
<b>Total</b>	5	32	31	29	97																																																		

**ANNEXURE- B**

**RATE SCHEDULE FOR ITER-India, Koteswar Campus at Sangath Mall**

Sr. No	<u>Particulars</u>	Package Rate per month (In Rs.)	Remarks					
1	Charges for deployment of security personnel as per the following details:							
	Category	Shift						
		General	Shift-I	Shift-II	Shift-III			Total Nos.
	Security Officer	01	-	-	-			01
	Security Supervisor	-	00	01	01			02
	Security Guards (Ex. Servicemen)	-	01	01	01			03
	Security Guards (Civilian)	-	02	02	01			05
<b>Total</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>11</b>			

**ANNEXURE- C**

**RATE SCHEDULE FOR FCIPT, B 15-17 &A 10-B Sector-25, Gandhinagar**

Sr. No	<u>Particulars</u>	Package Rate per month (In Rs.)	Remarks					
2	Charges for deployment of security personnel as per the following details:							
	Category	Shift						
		General	Shift-I	Shift-II	Shift-III			Total Nos.
	Security Officer	01	-	-	-			01
	Security Supervisor	-	01	01	01			03
	Security Guards (Ex. Servicemen)		01	01	01			03
	Security Guards (Civilian)		02	02	01			05
<b>Total</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>12</b>			

**ANNEXURE- D**

**RATE SCHEDULE FOR IPR Extn.Lab, Vidhata Lab, A-17, GIDC, Sector-25, Gandhinagar**

Sr. No	<u>Particulars</u>	Package Rate per month (In Rs.)	Remarks					
1	Charges for deployment of security personnel as per the following details:							
	Category	Shift						
		General	Shift-I	Shift-II	Shift-III			Total Nos.
	Security Supervisor	-	01	01	01			03
	Security Guards (Ex.Servicemen)		01	01	01			03
Security Guards (Civilian)		03	02	02	07			
Total		5	4	4	13			

**ANNEXURE- E**

**RATE SCHEDULE FOR Ruswi Park Co-Op. HSG Society, Ghatlodia, Nr.Ranna Park, Ahmedabad**

Sr. No	<u>Particulars</u>	Package Rate per month (In Rs.)	Remarks				
1	Charges for deployment of security personnel as per the following details:						
	Category	Shift					
		General	Shift-I	Shift-II	Shift-III		
Security Guards (Civilian)		01	01	01	03		

**Annexure-F (Summary for Annexure-A to E)**

Package rate for providing round the clock security services for 8 Hrs duty (in three shifts) for deploying security personnel as shown above including all statutory obligations, bonus, liveries, reliever's salary, overheads & profit etc.

<b>S.No.</b>	<b>Particulars</b>	<b>Package Rate per month (In Rs.)</b>	<b>Remarks</b>
1	IPR Campus, Bhat Village, Nr.Indira Bridge, Gandhinagar ( <b>Annexure-A</b> )	-	
2	ITER India, – Koteshwar( Sangath mall) ( <b>Annexure-B</b> )	-	
3	FCIPT, Gandhinagar ( <b>Annexure-C</b> )	-	
4	*IPR Extn.Lab, Gandhinagar ( <b>Annexure-D</b> )	-	
5	Ruswi Park, Ghatlodia ( <b>Annexure-E</b> )	-	
6	Gross Total (Sr.No. 1 to 5)	-	
7	GST		
	Applicable GST in %		
	HSN/ SAC Code:		
	GST in Rs.	-	
	<b>Total</b>	-	

**Note:**  
 (1) Lowest bidder shall be decided on the basis of Annexure-F only  
 (2) \*Contract for security IPR Extn.Lab, Gandhinagar is likely to be closed during the contract period, hence this package shall remain in force till the security persons are deployed

**Annexure-G**

Rate for Deployment of additional Security Personnel in addition to details as mentioned in Annexure-A to Annexure-E above:

S.No.	Category of Security Personnel	Rate quoted by bidder for <b>Zone: A (Ahmedabad)</b>		Rate quoted by bidder for <b>Zone : C (Gandhinagar)</b>	
		per person/per shift (In Rs)		per person/per shift (In Rs)	
		<b>1 to 7 days</b>	<b>8 days and above</b>	<b>1 to 7 days</b>	<b>8 days and above</b>
1	Security Officer				
2	Security Supervisor				
3	Armed Guard/Gunman				
4	Security Guard (Ex. Serviceman)				
5	Security Guard (Civilian)				
6	Security lady Guard(Civilian)				

**Annexure-H**

Rate for reduction of Security Personnel as mentioned in Annexure-A to Annexure-E above:

S.No.	Category of Security Personnel	Rate quoted by bidder for <b>Zone: A (Ahmedabad)</b>		Rate quoted by bidder for <b>Zone : C (Gandhinagar)</b>	
		per person/per shift (In Rs)		per person/per shift (In Rs)	
		<b>1 to 7 days</b>	<b>8 days and above</b>	<b>1 to 7 days</b>	<b>8 days and above</b>
1	Security Officer				
2	Security Supervisor				
3	Armed Guard/Gunman				
4	Security Guard (Ex. Serviceman)				
5	Security Guard (Civilian)				
6	Security lady Guard (Civilian)				

Ø Additional Security Officer/Supervisor/Armed guards/gunmen/ Guards may be required to be deployed depending upon the requirements or may be withdrawn at any point

**Note:**

- a) Bidders should offer their quotes in INR only**
- b) Prices in this bid format alone are acceptable**
- c) Details specifications and scope of work are as per Attached Annexure**
- d) Kindly enable the Macros if you receive the "Security Warning" message. (Click on options in "Security Warning" and select "Enable this content"**
- e) "GST should not be included in the rate for either goods or services"**
- f) Additional Security Officer/Supervisor/Armed guards/gunmen/ Guards may be required to be deployed depending upon the requirements or may be**