

work

Undertaking That Minimum Wages Indicated By Mr. Harpal Singh SSA During Bid Creation Are As Per Applicable Minimum Wages Act implicated by Central Govt. Norms

Name:.....

Designation:.....

Terms and Conditions:

- (a) The remuneration to the employees shall be disbursed through electronic mode to their bank account or cheque at Vidyalaya premises in the presence of representative of Vidyalaya or its constituent. Electronic mode of payment shall prevail over cheque payment.
- (b) The Contracting Agency will ensure payment by the 5th of every succeeding month to their employees provided to the Vidyalaya office/premises as per the monthly remuneration quoted without any deduction.
- (c) The Contracting Agency will submit the invoice/bill along with proof of disbursement in duplicate after making the payment to the employees provided to the Vidyalaya office/premises supported with the following documents:-
- (i) Details of disbursement made to the staff furnishing cheque details for each payment or online fund transfer receipt, NEFT/RTGS payment receipt as the case may be.
 - (ii) Proof of payment of statutory obligation such as EPF (Copy of Challan with TRRN), ESI, Service Tax and any other applicable tax.
 - (iii) It is the responsibility of the Contracting Agency to confirm the credit of EPF & ESI into the individual account of the employee provided to the Vidyalaya.
 - (iv) Muster roll for the month. Payment to the Contracting agency will be released within 15 days from the date of the receipt of the invoice/bill.
 - (v) The Contracting Agency will provide PCC verification proprietor/partner/Director also.
- (d) The Contracting Agency will provide Identity Card to all his employees deputed as per the format suggested by the Indenting Office valid for the period of contract.
- (e) The Contracting Agency shall comply with all statutory obligations. Minor variations as per actual calculation will be borne by the Indenter/Client.
- (f) The normal office hours of The Kendriya Vidyalaya , Air Force Station, Rajokri, New Delhi – 110038 is from 7.00 am to 6.00 pm six days from Monday to Saturday. However, the Contracting Agency will provide the security services round the clock all the days in a month according to the duty timing shown at pre-pages/above. Vidyalaya also reserves the right to request for the services of additional/extra manpower. The Contracting agency will be compensated, for the extra manpower provided, by the Indenting Agency as per the rate quoted.
- (g) In case of absence on any working day, the monthly remuneration will be regulated as per the following formula:
- $$\text{Total Monthly Remuneration} = \text{Monthly remuneration} - A_1 \text{ Where } A_1 = \frac{\text{Monthly remuneration} \times \text{Nos. of days of absence}}{\text{Nos. of days in the month}}$$
- (h) The Candidates/Manpower provided by the Contracting Agency shall be accepted only after scrutiny by Vidyalaya. Therefore, minimum three-four bio-data shall be made available against each slot in each category. The candidate may be invited for personal discussion also. No Conveyance or any other charges will be paid by The Kendriya Vidyalaya , Air Force Station, Rajokri, New Delhi – 110038. In case, none is found suitable then additional bio-data shall be made available by the Contracting Agency, promptly i.e. Within 24 hours. The replacement of a Candidate on account of absence /unsuitability for Kendriya Vidyalaya , Air Force Station, Rajokri, New Delhi – 110038 shall be made within 24 hours.
- (i) The contracting Agency will be required to sign a contract with the Vidyalaya as per the Model Contract available on GEM/ Vidyalaya website. The other terms and conditions specified in the Bid document of accepted bid will also form the part of the Model Agreement.

- (j) In case of any loss, theft / sabotage caused by/attribution to the personnel deployed, The Kendriya Vidyalaya , Air Force Station, Rajokri, New Delhi – 110038 reserves the right to claim and recover damages from Contracting Agency.
 - (k) The antecedents of all the workers will be got verified from the police by the Contracting Agency before deployment for work.
 - (l) The Contracting Agency will deploy the trained/professional security guards/security supervisor, who are below the age of 50 years as well as physically fit and mentally alert. The Contracting Agency will also ensure that the security guard are free from any infectious disease before deployment for work. The Contracting Agency shall provide impressive summer uniform as well as winter uniform with Insignia to their security personnel.
4. (a) If there is a minor difference in rate due to rounded off the amount rates will be considered same as rounded off to nearest whole number(if less than .50 P will read previous Rupees and .50 paisa and above to the next higher in Rupee
- (b) The indenter reserves the right at the time of award of contract to increase or decrease the requirement of manpower indicated in para 2 (B) above.
- (c) The indenter prior to the expiration of the Bid validity period will notify the bidder whose Bid is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the Contract.
- (d) Notwithstanding the above, the indenter reserves the right to accept or reject all Bids and to cancel the bidding process and reject all Bids at any Time prior to the award of the contract.

5. Evaluation of Bid: The indenter will evaluate and compare the Bids determined to be substantially responsive i.e. which are properly signed, and confirm to the terms & conditions in the following manner:

- (i) The bid will be treated as non-responsive if following documents are not attached:-
 - a) Brief profile of the company and evidence to establish that the bidder has successfully executed contracts of similar nature and magnitude in the last 3 (three) years.
 - b) Audited Balance Sheet & Profit and Loss Account.
 - c) List of clients during last 3 years along with cost of assignment.
 - d) PAN No. and copy of last assessment order / copy of IT return.
 - e) Attested copy of proof of EPF registration.
 - f) Attested copy of proof of ESI registration.
 - g) Attested copy of proof of Service Tax Registration/ GSTIN number. (However Kendriya Vidyalayas are exempted from service tax & GST)
 - h) Attested copy of License to engage in the business of Private Security Agency for Security Services Only (License PSARA in Delhi)
 AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
 - i) Attested copy of Labour shop and establishment registration certificate in DELHI.
 - j) Geographical presence in consignee state Delhi are mandatory for qualify in technical bids.
 - k) Security Guard Training MOU & Training Certificate for security guard service only are attached in this bids.
- l) The Contracting Agency will provide PCC/CVR verification proprietor/partner/Director are attached in this bids. The evaluation will be done for all the items put together. Indenting Office will award the contract to the lowest evaluated responsive bidder.
- m) Shop establishment registration, gstin, pan, EPFO, ESIC, Registration Certificate, Certificate of incorporation all documents registered address should be in Delhi.
- n) Technical Evaluation (acceptance / rejection) of a bid is buyer's right , if you feel that your bid is wrongly disqualified, immediately submit your challenge using the Representation /

Challenge Rejection option available on your participated bid list page (within 48 Hours of buyer's decision for normal/shorter duration bids). No offline communication/email, etc shall be entertained in this regards .

- o) After Bid end date no clarification will be made against any missing document and no additional documents Provided can be claimed participated document will only be considered in case of technical bid . Bid Once Rejected Cannot be accepted Even After Documents in Challenge Disqualification is added.
- p) Gems Bid ,ATC File Attachment & all Annexure Duly sealed ,signed & Complied as per requirement will be checked during qualification.

6. Award of Contract:

The indent will award the contract to the bidder whose bid has been determined to be substantially responsive and who has offered the lowest price fulfilling all the conditions as per para 7. In case of tie between two or more than two qualified bidders following criteria of assessment will be followed (**Marking system is attached at Annexure B**)

- (i) Agency/Firm having No of Manpower's registered with ESI and EPF facility will be preferred as per Annexure B.
- (ii) Annual average turnover of the company/Firm/ Agency will be considered for awarding the contract as per Annexure B.
- (iii) Experience of providing similar services in Govt. School or Institutions will be considered as per Annexure B.
- (iv) Even in case of tie in the marks of two or more firms/ agencies, preference will be given to the firm/agency working in Kendriya Vidyalaya Sangathan as per No. of institution and No. of years

PRINCIPAL
Kendriya Vidyalaya AFS,
Rajokri, New Delhi – 110038

TECHNICAL BID**Technical-Bids Evaluation of K. V. RAJOKARI, AFS, New Delhi**

S. No.	Particulars	To be filled in by the Agency with self-attested copies of supporting documents
1	Name of the Agency along with Postal Address & Telephone Number	
2	Name address and telephone number of the Director/Proprietors and Chief Executive of the Agency	
3	Copy of Constitution or legal status of the sole proprietorship / Partnership Firm/NGO/Trust/agency /company etc.	
4	Copy of Constitution or legal status of the sole proprietorship / Partnership Firm/NGO/Trust/agency /company etc.	
5	Shop establishment registration /Labour license No.	
6	EPF Registration Number	
7	ESI Registration Number	
8	PAN Number/ TAN Number	
9	GST Registration Number	
10	Brief profile of the company and evidence to establish that the bidder has successfully executed contracts of similar nature and magnitude in the last 3 (three) years	
11	Audited Balance Sheet & Profit and Loss Account with average Annual Turnover preferable not less than 01 Crore are certified by Chartered Accountant during last 3 years.	
12	Attested copy of license obtained from the competent authority for running the business of private security agencies. (PASARA license as per PASARA Act,2005, in DELHI)	
13	Security Guard Training MOU & Training Certificate for security guard service only are attached in this bids	
14	If have, Udyog Adhar No. (Ministry Of Micro, Small & Medium Enterprises , Govt. Of India (MSME) Attached Yes/ No.	
15	The Contracting Agency will provide PCC/CVR verification proprietor/partner/Director are attached in this bids	
16	List of clients during last 3 years along with cost of assignment.	
17	Current IT clearance certificate/ Copy of ITR for last three year certified by Chartered Accountant.	
18	Attested copy of proof of EPF registration & Copy of Monthly Challan	
19	Attested copy of proof of ESI registration & Copy of Monthly Contribution Challan and Employee details	
20	Whether agency is ISO certified, ISO Certification as ISO 9001:2008/9001:2015(QMS), ISO14001:2015 (EMS) and 45001:2018 Safety Management system OHSAS 18001:2007 certified agency Copy of certificate are attached with Bids.	
21	Certificate of commitment regarding integrity Pledge & good governance and to follow ethical practices in conducting its activities, issued by CVC (Govt. of India) should be attached mandatorily .	
22	Certificate of Human Rights Pledge issued by NHRC ,India Mandatory	
23	Client List with work value & work period/Experience of execution of similar work as per KVS Tender Attach Documentary proof in support) Yes/no.	

Note: Necessary documents relating to such manpower will be provided by the bidder for verification of the buyer and all attachment with All Annexure- A,B,C are sealed and signed by bidder is mandatory , otherwise the bids will be liable for rejection.

Signature of Bidder/authorized Person ;

Full Name Of Bidder :

Mobile No /telephone No. :

Date :

// TO BE FURNISHED ON THE LETTER HEAD OF SERVICE PROVIDER AGENCY/FIRM //

SELF-DECLARATION FILLED BY BIDDER/ AGENCY/ FIRM.

1. I , Son of Director of the M/S :agency mentioned above, is competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. The information/documents furnished along with the above application are true and authentic to best of my knowledge and belief . I/we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. This is to certify that M/S registered office at(name & address of the agency/firm/company) is neither blacklisted by any central/state Government/autonomous Body/PSU nor any criminal case is registered against the Agency/firm/company.
5. I hereby undertake to work at L-1 rates as per the terms and conditions given in the tender documents.

Signature of Proprietor/Director/authorized Person ;

Full Name Of Bidder :

Date :

Mobile no /telephone No. :

Place :

Firm Seal :

// TO BE FURNISHED ON THE LETTER HEAD OF SERVICE PROVIDER //

1. ACCEPTANCE OF BID ADDITIONAL TERMS & CONDITIONS.

The terms and conditions enumerate in this tender document from S NO..... to have been read by me/us and are acceptable to me/us..

2. DECLARATION BY THE TENDERER .

I/we hereby undertake that payment to the workers deployed by the agency are being paid as per existing approved wages of central/State government and the agency has been complying with all the statutory provisions in respect of the workers deployed in the above mention KV and also accept to fallow the all labor laws as per govt. norms.

Signature of Proprietor/Director/authorized Person ;

Full Name Of Bidder :

Date :

Mobile no /telephone No. :

Place :

Firm Seal :