



कार्यालय प्राचार्य, इन्स्टीट्यूट ऑफ टेक्नालॉजी, कोरबा (छ0ग0)
बालको-उरगा रिंग रोड, ग्राम-झगरहा, पो.रिसदी, कोरबा-495683
फोन नं. 09893905053, 09981443708, 07471127124
Website: www.itkorba.ac.in, e-mail: korbait@rediffmail.com

Tender

For

Providing round the clock contractual Security Services for the Campus

(Handwritten signatures)



OFFICE OF THE PRINCIPAL,
INSTITUTE OF TECHNOLOGY, KORBA (C.G.) PIN NO. 495683

PHONE NO. 09893905053, 09981443708, 07471127124

Website: www.itkorba.ac.in, e-mail: korbait@rediffmail.com

Notice Inviting Tender (NIT) for Providing round the clock contractual Security Services for the Campus

Tender No.: 210 /Security/2020/2021

Korba, Dated 21 /06/2021

Seated Tenders in prescribed format are invited from reputed registered firms for "Providing round the clock contractual security services for the Institute of Technology, Korba (C.G.) 495683.

Eligible bidders can purchase the tender from (complete set for bidding documents) available at institute @Rs.1000.00 the Eligible bidders can also download complete set of bidding documents (Including terms & condition) from the institute website www.itkorba.ac.in and the payment for which through DD of Rs 1000.000 in favor of Principal, Institute of Technology, Korba payable at Korba has to be submitted along with the bid at the of bid submission.

The bidder should submit technical Bid and Price Bid in separate sealed covers.

- (i) Technical Bid containing information regarding business turnover, experience and other details of the firm to judge the suitability of the service provider.
- (ii) Price bid containing price of Security Guard & Supervisor.


The Technical bid will be opened on 22/07/2021 in the Institute of Technology, Korba in the presence of the bidders who are present at the time. Price bids of only those bidders will be opened whose technical bids are found suitable by the committee appointed for the purpose.

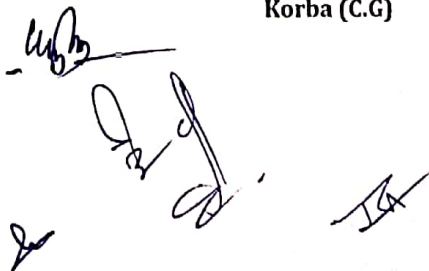
IMPORTANT EVENTS & DEADLINE

i.	Issues of Tender documents	:	<u>21/06/2021</u>	
ii.	Last date of sale of Tender document	:	<u>21/07/2021</u>	at 5:00 pm
iii.	Dead line for submission of Tender bids at the Institute of Technology, Korba	:	<u>22/07/2021</u>	at 3:00 pm
iv.	Time for opening of bids received by the Institute of Technology, Korba	:	<u>22/07/2021</u>	at 4:00 pm
v.	Venue	:	Institute of Technology, Korba (C.G.)	

Contract will be awarded initially for a period of one year to the successful bidder (extendable to another year). This period may be extended on satisfactory performance. The successful bidder shall be bound to execute an agreement on non-judicial stamp paper of Rs. 10/- in the event of bidder backing out before actual award or execution of agreement, Institute of Technology, Korba (C.G.) 495683. Will have right to forfeit the earnest money in full.

Principal, Institute of Technology, Korba (C.G.) reserves the right to reject all the application without assigning any reason whatever.


Principal
Institute of Technology,
Korba (C.G.)





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GENERAL INSTRUCTION TO TENDERS

1. Eligibility Criteria:

The Agencies that fulfill the following requirements shall be eligible to apply.

1. Registered under Company Act. / Shops & Establishment Act. 1958 issued by Chhattisgarh State Govt.
2. Registration under labour Laws, EPF, ESIC, & Service Tax.
3. I have valid Incense issued by competent state Govt. authority under the Private Security Agencies (regulation) act. 2005
4. Minimum three years Experience in contractual security business.
5. Income Tax PAN & GST No.
6. At least three year experience in the field of Security Service of value not less than Rs.25 lakhs for each year.

2. Earnest Money Deposit:

The Tender shall deposit Earnest Money of Rs.50, 000/- (Rupees Fifty Thousand only) by way of demand draft draw in favour of "Principal, Institute of Technology, Korba". The earnest Money deposit will be refunded to the tenders whose offers have not been accepted within 30 days of opening of tenders. Earnest Money Deposit of the tender whose offer is accepted will be kept as interested free security deposit till successful completion of the contract.

3. Tender Procedure:

- (i) Tender must be submitted in a cover superscribed as "Tender for Security Service in Institute of Technology, Korba (C.G.)". The outer should contain two inner covers containing technical bid and price bid in the prescribed forms superscribed as "Tender for Security Service in Institute of Technology, Korba" (C.G.) Technical Bid" and "Tender for Security Service in Institute of Technology, Korba (C.G.) Price Bid" respectively.

(ii) Technical Bid:

I lowever, tenders must produce the originals of the copies of the documents submitted for verification when required. The technical bids, which are not accompanied with documents prescribed above and EMD, are liable for rejection forthwith. The technical bid consisting of the following documents shall be submitted by the tenderer.



(a) Technical Bid Form

- (i) Details of experience, copies of experience certificates i.e. only completion certificates of the experience issued by the Employer as specified in the eligibility criteria supporting their claim of experience.
- (ii) Signed Tender Document
- (iii) EMD as specified
- (iv) Latest Balance sheet Photocopy duly verified by CA showing annual turnover not less than Rs. 25 lakh.
- (v) Agency having experience of single work order showing deployment of 20 people in Government/ Semi Government organization will be preferred.

(iii) Price Bid:

The price bid enclosed to the tender shows charges payable month for each Security Guard/Gunman per 8 hours shift. The tenders shall quote their rates in the relevant column. The tenders will be responsible for all other obligations like PF, ESIC, Gratuity, Training & Supervisor, Bonus, Uniform, Leaves, Reliever Cost, Any Allowances, Any other Statutory obligations, Administrative Charges if any, Overhead & Profile.

Principal, Institute of Technology, Korba (C.G.) will deduct TDS at the prescribed rate from the payment.

The Price bids shall be valid up to 06 months from the date of opening of tenders.

The tender document should be signed on every page by the tender and enclosed with technical bid as an unconditional acceptance of the terms and conditions mentioned therein.

4. Scope of work:

1. Security Service are required at the Institute of Technology, Korba (C.G.) Premises and at Other place as and when specified by the Institute of Technology, Korba (C.G.)

2. Security Service will include-

- Security guard will also take frequent rounds in the campus for maintaining security of men and material. (in three shift/8hrs per shift)
- Prevent entry of unauthorized person including hawkers, vendors and any other antisocial elements etc.
- maintain record of visitors as directed by Principal, Institute of Technology, Korba (C.G.).
- Regulate incoming and outgoing movement of material vehicular traffic.
- Assist. Principal, Institute of Technology, Korba (C.G.) in handling emergencies like fire flood. Earthquake etc.
- Maintain Discipline in the campus.
- Restrict entry of stay animals in the campus.



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The scope of work may change during the period of the contract by mutual consent.

5. Terms and condition:

1. The Security Agency shall provide security arrangement for guarding the Institute of Technology, Korba (C.G.) campus within the confined premises as required by the principal Institute of Technology, Korba (C.G.) Moreover the Security Agency shall also protect the campus from anti-social elements.
2. The Security Agency shall not employ any personnel who belong to the area within a radius of 100 kms from the Institute. Violation of this condition shall be treated as breach of important contractual condition and shall attract penalty points.
3. Every personal deputed by the Security Agency shall be literate and those other than supervisory staff. Personnel above the age of 40 years shall not be deployed. Violation of this condition shall be treated as breach of important contractual condition and shall attract penalty points.
4. The Security Agency personnel should be smart properly turned out with boots/shoes. Belt, cap, badge. Whistle etc. and carry an identity card duly attested by the Executive of Security Agency. A photocopy of these cards along with computer data shall be given to the Principal, Institute of Technology, Korba (C.G.) for record. Verification etc.
5. The Security Agency shall provide proper uniform (shoes, cap, canes/stick, torch etc.) to every personnel deployed by the agency in the Institute of Technology, Korba (C.G.) Campus at their own costs and expenses.
6. The Security Agency shall ensure that before deputing the security staff they will verify the antecedents of all their staff and provide to the Institute a complete Dozier of particulars of each security personnel to be deployed. Noncompliance with this provision will be deemed to be vocative of the contract, inviting penal action.
7. The Institute shall have the right to check up, from time to time the uniforms worn by the security personnel as well as their fitness to perform guard duty up to the satisfaction of the institute. The Principal, Institute of Technology, Korba (C.G.) shall also have the right to check and supervise the security personnel on duty.
8. The Security Agency shall comply with all statutory requirements existing as well as those promulgate from time to time viz. the payment of Wages Act. Provident Fund Act. Employee State Insurance Scheme, Family Pension Fund Act. Bonus, Gratuity Act. Shop & Establishment Act. Contract Act. Etc. Whichever is/ are applicable to the organization of Security Agency and shall be held responsible accountable, answerable, explainable, as the case may be for the lapses committed by them in this regard Further Security Agency shall not involve the **Principal Institute of Technology, Korba (C.G.)** in any way whatsoever in any dispute with regard to



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compliance of statutory provisions and in case of any violation of any law, in the Security Agency shall be solely responsible in case due to violation of any law, including labor laws etc. any liability is put upon the Institute the Security Agency hereby indemnifies the Principal, Institute of Technology, Korba (C.G.) completely.

9. The Security Agency shall supply a certified copy of their registration under the Chhattisgarh Shop & establishment Act. The Provident Fund Act. ESI, labor Rules and Income Tax etc.
10. The personnel deployed by the Security Agency in the Principal Institute of Technology, Korba (C.G.) shall be removed immediately if the Principal Institute of Technology, Korba (C.G.) considers such removal necessary on administrative grounds. The Security Agency shall also immediately remove any personal who is found not to be discharging his duties correctly or is of doubtful character and shall replace him with substitute personnel either on its own or on the demand of the Institute and only after due approval of the Security Officer . In case of removal of such personnel no claim shall be maintainable against Principal Institute of Technology, Korba (C.G.)
11. If the Principal Institute of Technology, Korba (C.G.) incurs any expenses or any liability is put on them in connection with the deployment of the employee of Security Agency the same shall be adjusted from the bill of Security Agency.
12. The Security Agency shall make serious efforts to control and eliminate the cattle menace. Which include not only cows and buffaloes but also other animals like pigs, monkeys, dogs, etc. from the campus premises.
13. The responsibility for taking appropriate Security measure shall be entirely that of the Security Agency. The Principal Institute of Technology, Korba (C.G.) will be entitled for compensation against the Security Agency in case a proper joint inquiry establishes that the theft or loss or damage has been caused due to negligence of the Security Agency or any of its employees. The said compensation shall be in addition to the findings and recommendations that the joint enquiry may propose. The maximum amount of compensation payable by Security Agency will be limited to inspection and supervision charges payable to Security Agency for the month on which the loss or damage occurs. However, after enquiry, if it is found that such theft or loss or damage has been caused by acts of commission and omission of the personnel of the Security Agency or if the personnel of the Security Agency has either taken active part in such acts or has aided and abetted in the acts of such commission and omission the Principal Institute of Technology, Korba (C.G.) or its employees to whom loss is caused, shall be indemnified / compensated by the Security Agency on actual basis.
14. Principal, Institute of Technology, Korba (C.G.) will not provide any residential space for accommodation to Security Agency.



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15. The Principal Institute of Technology, Korba (C.G.) shall indentify the requirements of personnel and equipment to be deployed for the security of the campus in consultation with the Security Agency.
16. Personnel deployed by security agency should not consume tobacco, tobacco products gutka, bidi, cigarette, alcohol or any other narcotic drugs.
17. The Security Agency shall submit a certificate along with the monthly bills certifying that the personnel employee by them in the campus of the **Principal Institute of Technology, Korba (C.G.)** have been paid at least minimum wages. As in force form time to time, in accordance with the provisions of the Minimum Wages Act and that all other statutory requirement is this regard have been compiled with.
18. Rate quoted should not be less than the minimum wages as per the labor low of Government if it is found less than the tender will not be considered.
19. Any violation of the provision of Minimum Wages Act shall render the contract liable for termination. The Principal **Institute of Technology, Korba (C.G.)** shall also proceed against the defaulting agency as per the provisions of the relevant laws.
20. The contract price shall be all inclusive and nothing extra shall be payable over & above the accepted contract price in respect of the Scope of Work defined in the Price Schedule.
21. The Security Agency shall take into consideration all levies and statuary taxes while quoting the tender. I low ever, if any fresh taxes, charges etc are levied by the local/ State/Central govt. subsequent to the date of opening of tender the same shall be reimbursed by the Principal **Institute of Technology, Korba (C.G.)** Against proof of production of payment.
22. The Security personnel shall remain on duty for 8 (eight) working hours. The personnel shall not leave his place of duty/ duty point until his reliever reports for duty. Deserting the place of duty/duty point by the security personnel without having been properly relieved will attract penalty points.
23. At no time shall there be more than 10% of the contracted manpower on leave or absent from the Principal Institute of Technology, Korba (C.G.) duty. In case of long term absence due to sickness, leave etc. Security Agency shall ensure replacement and manning of all security posts by overtime without any additional liabilities to the Institute.
24. In addition to the number of personnel listed in the Price schedule, the Security Agency shall undertaking to engage/ employ and provide additional number of well trained guards as and when required by the **Institute of Technology, Korba (C.G.)** on reasonable notice as per the accepted rate given in the price Schedule.



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25. The payment for service under this agreement shall be made on monthly basis, through crossed-
cheque, drawn in favor of the Security Agency payable at Korba. The cheque shall be paid within 7
working days of receipt of the bill for each calendar month duly supported with the requisite details
of the daily attendance and other records. Which shall be open for inspection by the Principal
Institute of Technology, Korba (C.G.)
26. The persons employed by the Agency for the security of the Principal Institute of Technology,
Korba (C.G.) will be the employees of the Security Agency and the Principal Institute of
Technology, Korba (C.G.) shall have nothing to do with their employment or non-employment.
Under no circumstance any liability in respect of matters connected with their employment
shall be held against the Principal Institute of Technology, Korba (C.G.) and the Security
personnel employed by the Security Agency shall have no right whatsoever to claim employment
from the Principal Institute of Technology, Korba (C.G.)
27. The Security staff employed by the Security Agency will not join any union nor shall they make
any claim or service or other matter. They shall also not form any union.
28. Any payment required to be made by the Security Agency to its personnel, in compliance with
any of the laws of the land, shall be the sole responsibility of Security Agency. This would include
a specific responsibility with regard to the provision of the minimum wages act and or any other
law, which may be applicable in the instant case. The Principal Institute of Technology, Korba
(C.G.) will in no case be responsible for default, if any in this regard. Even if, as per provision of
any relevant enacting the liability becomes that of the Principal Institute of Technology, Korba
(C.G.) it is clearly agreed that the same shall be deemed to be that of Security Agency and shall be
discharged by them. The Principal Institute of Technology, Korba (C.G.) liability towards
personnel will be limited to the extent of the contract price accepted.
29. All matters and disputes arising out of this agreement will be subject to the jurisdiction of the
courts located at Korba (C.G.)
30. The Security Agency shall maintain proper liaison and contract with the local police/ civil
administration etc. for smooth and peaceful day-to-day working of the Institute.
31. The contractor shall submit the following documents along with the tender.
- Up to date Income tax Clearance Certificate duly attested by a gazette officer.
 - Earnest money Deposit of Rs. 50,00/- (Rupees Fifty thousand only) shall be accepted in the
form of Demand Draft of any scheduled bank, drawn on favor of Principal Institute of
Technology, Korba (C.G.)
 - The earnest money of the unsuccessful bidders shall be refunded without any interest
within a month after the written acceptance of tender to the successful bidder. However the EMD of the successful bidder shall be converted into



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Security deposit and held by the Institute as performance guarantee for the entire period of contract.

32. Offer will be accepted in tow wax sealed envelopes super scribed as "original tender Document containing Price Schedule " and "Commercial Document containing Income Tax Clearance Certificate (ITCC) & earnest Money" respectively.

Both the envelopes should be enclosed in a separate sealed envelope. Super scribed suitability with " Tender document for providing round the clock contractual security services for the campus of " Principal Institute of Technology, Korba (C.G.) ".

The tender document shall not be opened if the Earnest Money is not furnished.

33. The Security Agency shall be bound to perform the assigned jobs even though the same may not have been including in the schedule of services. The charges for the extra services not mentioned in the Price Schedule should be settled mutually.

34. a prospective bidder requiring any clarification of the Bid Document shall notify the Principal in writing or by Fax at this mailing address indicated in the Invitation for Bids. He shall respond in writing to any request for clarification of the Bid Document which he receiver not later than 7 day prior to the last date for the submission of bids. Copies of the query and clarification by him shall be sent to all the prospective bidders who have received the bid documents.

35. The Security Agency shall be responsible for the good conduct and behavior of its employees. If any employee of the Security Agency is found misbehavior with the staff employee at their own risk and responsibly. The Security Agency shall issue necessary instruction to its employee to act upon the instruction given by the supervisory staff of the Institute of Technology, Korba (C.G.)

36. Individual signing the bid or other documents connected with the contract shall indicate the full name below the signature and must specify whether he is signing as.

- a) A sole proprietor of the firm or constituted attorney of sole proprietor.
- b) A partner of the firm in which case he must have authority to represent for arbitration of disputes concerning the business of the partnership firm either by virtue of the partnership agreement or power of attorney.
- c) Constituted attorney of the firm.

Provided that,

- i. In case of (b) above, a copy of the partnership agreement or general power of attorney in either case attested by a Notary Public or affidavit on stamp paper of all the partners admitting execution of the partnership agreement or the General power of attorney should be furnished.



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- ii. In case of partnership firms where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, all partner of the firm should sign all other related documents.
 - iii. A person signing the tender form or any other document forming the part of the contract on behalf of another shall be deemed to be warranty that he has authority to sign, such document and if on enquiry it appears that the person has no authority to do so the Institute may without prejudice to other civil and criminal remedies, cancel the contract and make or authorize execution of contract/ intended contract at the risk and cost of such person and hold the signatory liable to the Institute for all cost and damage arising from the cancellation of the contract including any loss which the Institute may have on account of execution of contract/ intended contract.

Individual signing the tender or other document connected with the contract shall indicate the full name below the signature and must specify the capacity and authority under which the signs such document and shall also submit documentary evidence of his authority duly attested by notary public.

37. In the event of any loss being caused to the **Principal Institute of Technology, Korba (C.G.)** on account of the negligence of the employee of the Security Agency the agency shall make good the loss sustained by the Institute either by the replacement or on payment of adequate compensation on actual basis.
38. The Security Agency shall not appoint any sub agency to carry out any obligations under the contract.
39. None of the employee of the Security Agency shall enter into any kind of privet work within or outside the campus of the **Principal Institute of Technology, Korba (C.G.)** Non-compliance with this provision will be deemed to be violative of the contract inviting penal action.
40. The employees of the Security Agency shall be of good character and of sound health and shall not be less than 21 years or more than 40 years of age in case of Security guards and 50 years in case of supervisors. The height of the Security staff height should be at least 5'-8" except in case of hill tribes. In case of female Security staff height should be at least 5'-2" except in case of hill tribes. Anyone found below the minimum standard shall be removed immediately from the **Principal Institute of Technology, Korba (C.G.)** and agency shall be liable for penalty points.
41. The Security Agency shall maintain Complain Book at the main entrance gate.
42. Security Agency shall abide by all laws of the land including laws (ESIC, PF, and BONUS etc.) Companies Act. Tax Deduction liabilities. Welfare measures of its employee and all other obligation that enjoin in such cases and are not essentially enumerated and defined herein though any such onus shall be the exclusive



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Responsibility of the Security Agency and it shall not involve the Principal Institute of Technology, Korba in any way whatsoever.

43. In case of any dereliction of duty gross neglect an unintended damage caused by the Security Agency or its staff or otherwise any harm done to the Principal Institute of Technology, Korba its properties its designated officials or other employee the Security Agency shall be liable to make good the loss or pay compensation refund expenditure on legal/ judicial proceedings as well as pay penalty which the Principal Institute of Technology, Korba may deem fit.
44. Total duration of contract shall be one year extendable to another one year subject to quarterly appraisal and review by the Principal Institute of Technology, Korba . In case of performance of the agency is not found to be satisfactory as per operational parameters setout of the contract or not in conformity with the terms & conditions of the tender the contract shall be terminated even before the scheduled time by given advance notice of 3 (three) month to this effect. In case even of premature closure of contract for reasons mentioned herein above the Security Deposit shall be absolutely for forfeited.
45. Security Agency shall supply uniforms with name -plates/name- tabs to the persons engaged on duty. The Principal Institute of Technology, Korba shall not allow any employee of the Security Agency to work without the uniform.
46. The Security Agency shall have a proper system to checking the guards on duty especially at night record of the same should be effectively maintained and shortcomings. If any should be immediately rectified.
47. Security Agency shall apply to the labor Commissioner for obtaining a labor license within a reasonable time and will submit a copy of the license to the Institute of Technology, Korba Security Agency who have security guards. Trained under Chhattisgarh Mukhya Mantri Kaushal Vikash Yojana will be preferred.
48. The tender shall remain valid for a period of 6 months from the date of submission. If a bidder withdraws or modifies the offer within this period his tender shall be cancelled and 100% (hundred Percent) of the Earnest Money shall be forfeited. In exceptional circumstances the Principal Institute of Technology, Korba may request the bidders consent for extension of the period of bid validity. A bidder may however be at liberty to refuse the request without risking forfeiture of his earnest money. A bidder agreeing to extend the validity of will not be allowed to modify his bid.
49. Anyone or more the following action / commission/omission re likely to cause summary rejection for bid:
 - i. Any bid received late without conclusive proof that it was delivered before the specified closing time.
 - ii. Any bid not accompanied by required Earnest Money Deposit (EMD).



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- iii. Quotations from bidders who have not purchased the bid document.
 - vi. Any bid received unsealed or improperly sealed.
 - v. Any conditional bid or bid offering rebate.
 - vi. Any bid in which rates have not been quoted in accordance with specified formats/ details as specified in the bid documents.
 - vii. Any bid received without and latest attested ITCC copy.
 - viii. Any effort by a bidder to influence the Institute in the bid evaluation bid comparison or contract award decision.
 - ix. Any bid received with period of validity of bid shorter than 90 days
50. The Principal Institute of Technology, Korba is not bound to award contract at the lowest price received in the Tender and reserves the right to decide on fair and reasonable price of the service tendered for any counter offer the same to the bidders. All other terms and conditions of the tender shall remain operative even if a counter offer rate is offered to the bidders Institute reserves the right to negotiate with L-1 bidder to arrive at the fair and reasonable price.
51. The award of work order when issued to the successful bidder constitutes the contract with collateral support form terms and conditions of the tender Invitation notice as well as formal agreement on stamped paper affixed with non judicial stamps all of which finally form the contractual obligations to be adhered to performed by the bidder and the non performance of any of such obligations make the bidders liable for consequential effects.
52. The bid shall not contain corrections erasure or over writing except as absolutely necessary to correct errors made by the bidder such corrections etc. shall be signed and attested by the person or persons signing the bid.
53. The Principal Institute of Technology, Korba does not bind itself to accept lowest or any other tender. The Principal Institute of Technology, Korba reserves the right to accept or reject any bid and to annual the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever and without there to incurring any liability to the affected bidder or bidders on the grounds of the Institute action .
54. The successful bidder shall have to execute an agreement with the Principal Institute of Technology, Korba on a non- judicial stamp paper of Rs. 100/- (Rupees one hundred only) and commence the work within 1(one) month from the date of award falling which the Principal Institute of Technology, Korba shall be at liberty to forfeit the earnest money and proceed to appoint another agency as it may deem fit.
55. The rates quoted in the Price Schedule shall be inclusive of all taxes, levies and statutory liabilities cost minor equipment such as batons torch etc. consumables such as electricity etc. Nothing extra shall be payable in addition to the accepted rate for each individual item as per the Price Schedule in Price Bid.



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56. The bidders are advised to refrain from stipulating any conditions rebates etc. in violation of the terms of the tender. The Institute reserves the right to reject such tenders in which condition of rebate is stipulated without assigning any reason thereof.

57. **Arbitration:**

Except as otherwise provided elsewhere in the contract, if any dispute difference question or disagreement or matter whatsoever shall before/ after completion or abandonment of work or during extended period hereafter arises between the parties as to the meaning operation or effect of the contract or out of or relating to the contract or breach thereof, shall be referred to a sole Arbitrator to be appointed by the Principal Institute of Technology, Korba at the dispute.

If the arbitrator to whom the matter is originally referred dies or refuses to act or resigns / withdraws for any reason from the position of arbitrator, it shall be lawful for the Principal Institute of Technology, Korba it appoint another person to act as Arbitrator in the manner aforesaid. Such person shall be entitled to precede with reference form the stage at which his predecessor left it, if both the parties consent to this effect failing which the Arbitrator shall be entitled to precede de novo.

It is a term of the contract the parties invoking arbitration shall specify all disputes to be referred to Arbitrator at the time of invocation of arbitration under this clause. It is also term of the contract that the cost of arbitration shall be borne by the parties themselves.

The venue of arbitration shall invariably be at Korba.

Subject as aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modification or re-enactment thereof or rules there under and for the time being in force shall apply to the arbitration proceeding under this clause.

58. **Force Majeure:**

If at any time during the continuance of this contract, the performance in whole or in part by either party, of any obligation under this contract shall be prevented or delayed by reason of any floods, explosions epidemics, quarantine restriction or act of God (hereinafter referred to as events), provide notice of happenings of any such eventuality is given by either party to the order within 7 day from the date of occurrence thereof, neither party shall be due to reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non -performance. The operation of contract shall be resumed soon as practicable after such event may come to an end or cease to exist and the decision of the institute as to whether the operation have been so resumed or not shall be final and conclusive. Provided further that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 90 days either party may at his option terminate the contract. provided, also that if the contract is terminated under this clause the Institute shall be all liberty to take over from the Security Agency, the Security personnel, vehicles & equipment deployed in the campus until a new security agency is appointed and commences operation.



**OFFICE OF THE PRINCIPAL,
INSTITUTE OF TECHNOLOGY, KORBA (C.G.) PIN NO. 495683**

PHONE NO. 09893905053, 09981443708, 07471127124

Website: www.itkorba.ac.in, e-mail:korbait@rediffmail.com

OPERATIONAL PARAMETER

The main security objectives of Principal Institute of Technology, Korba (C.G.) campus, Korba are as under:

1. Prevention of loss of the Principal Institute of Technology, Korba and Private property by thefts burglaries, dacoities etc.
2. Prevention of injury assault and violation of the person, especially girl's student women employee and legitimate visitors.
3. Smooth conduct of function, Teaching conferences, dignitaries visits cultural events etc.
4. Freedom of the campus from cattle, the poachers and other unwanted elements.
5. The Security parameters will there have been:
 - Theft related
 - Patrolling related
 - Discipline
 - General
6. Penalty
 - i. For complaint non adherence of terms & condition specified in tender document indiscipline and unsatisfactory operation of security services a penalty of up to Rs. 2000/- will be levied after the approval of Principal, Institute of Technology, Korba on every event.
 - ii. For unsatisfactory level of security services noticed during the inspection by Principal Institute of Technology, Korba Officials, a penalty of up to Rs. 5000/- will be levied after the approval of Principal on every event.



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TENDER FOR SECURITY SERVICES

TECHNICAL BID

01. Name of the Tender's firm:

02. Office Address :

Tel No. :

Fax No. :

E- Mail Address:

03 Name of authorized representative(s) :

04. Documents to be enclosed:

1. Registration under company Act. / Shops & Establishment Act 1958 issued by Chhattisgarh, State Govt.
2. Registration under labour Laws, EPF, ESIC & Service Tax.
3. Latest Balance sheet showing minimum 25 lakh turnover duly signed by C.A.
4. Proof of certificate of Guards undergone training under Chhattisgarh Mukhya Mantri Kaushal Vikash Yojana.
5. Letter of authority/ power of attorney
6. Any other relevant document (please Describe)

05. Registration certificate for

PF	Enclosed / Not Enclosed
ESIC	Enclosed / Not Enclosed
Income Tax and PAN E	Enclosed / Not Enclosed
Service Tax	Enclosed / Not Enclosed

06. Turnover during the last three years

Years	Turnover in Rupees (in word and figures)
2017-18	
2018-19	
2019-20	

[Handwritten signatures and initials]



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Please enclose documentary evidence for above facts

07. Earnest Money deposit of Rupees 50,000/- in enclosed vide

D.D No. ----- Bank-----

Date -----

08. Details of experience in Govt./ Public Sector undertaking / Registered Societies during the last three year as per the attached format.

Year	Name of Employer/ Address/ Tel. No.	Details of Experience Period of Contract with dates of Commencement and termination covering last 3 years	Total Number of Security Guards Employed
2017-18			
2018-19			
2019-20			

SIGNATURE OF AUTHORIZED PERSON OF AGENCY WITH SEAL

[Handwritten signatures and initials]



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TENDER FOR SECURITY SERVICES

PRICE BID

S. No.	Category	Qty.	Rate per Month	Amount in Rs.
1.	Security Supervisor	01		
2.	<u>Security Guard Male</u> (Semi Skilled)	<u>01</u>		
3.	<u>Security Guard Female</u> (Semi Skilled)	<u>01</u>		
Total Rs.				

Note: The number of security guards required will be approximate 6 (it may change)
01 Month = 30 Days

SIGNATURE OF AUTHORIZED PERSON OF AGENCY
With seal & address



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INSTITUTE OF TECHNOLOGY, KORBA (C.G.) PIN NO. 495683

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Annexure - A

LETTER OF SUBMISSION OF TENDER FORM THE CONTRACTOR
OFFICE OF THE PRINCIPAL, INSTITUTE OF TECHNOLOGY, KORBA (C.G.)
PIN NO. 495683

"Proving of Security Service" at Principal, Institute of Technology, Korba

1. I / We have examination the Scope of Works Specification and Schedule of Quantities and Terms and Conditions relation to the Tender of the side work after having obtained the Tender invited by you.
2. I / We have visited the site, examined the site of works specified in the Tender Document and acquired the requisite information relating thereto as affecting the Tender.
3. I / We hereby offer to execute the complete the works in strict accordance with the Tender Document at the item rates quoted by me/ us in the attached Bill of Quantities in all respect as per the Specification and Scope of Works described in the Tender Document and the Annexure containing Term and Conditions.
4. I / We agree to pay all Government (Central and State) Taxes such as GST, TDS and the rate quoted by us are inclusive of the same.
5. The rates quoted by me / us are firm and shall not be subject to variations on account of fluctuation in the market rates, taxes or any other reason whatsoever.
6. Should this tender be accepted, I / we hereby agree to abide by and fulfill all the Terms and Conditions and Provision of the said Contract Document annexed hereto.

Name of the Persons authorized to be present at the time of opening of the tender

- i. _____
- ii. _____

Document proof in respect of letter of Authority / Power of Attorney to be enclosed along with the Tender.

Place: Yours faithfully,

Date:

Name and Address of the Tender (Signature of the Tender)
Name and Seal & Mob. No.