

**TENDER FOR PROVIDING SECURITY SERVICES
AT INDIAN MARITIME UNIVERSITY-MUMBAI PORT CAMPUS**



**TENDER No: IMU-MPC/2018/Security/04
Issue Date: 07.05.2018**

Issued To,

Cost of Tender form/document	Rs.1,000/- + GST per Tender should be drawn in the form of Demand Draft / Pay Order in favour of " Indian Maritime University, Mumbai Port Campus " payable at Mumbai .
Tender Value	Rs. 70 Lakhs
EMD Value	Rs. 1,40,000/-
Issue of Tender Document	07.05.2018
Last date/time of submission of the Tender	1500 Hrs on 29.05.2018 IMU Mumbai Port Campus
Date and Time of opening of the Technical Bids	1530 Hrs on 29.05.2018 IMU Mumbai Port Campus

All bidders are requested to visit IMU Mumbai Port Campus website:
www.imumumbai.com for regular updates.

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INSTRUCTIONS TO THE BIDDERS

1. General Information:

- i. Tenders are invited by the Deputy Registrar (Admin.), IMU, Mumbai Port Campus, Hay Bunder Road, Mumbai- 400033 for and on behalf of IMU for PROVIDING SECURITY SERVICES as per attached **Annexure A** in the technical bid of Tender documents.
- ii. Tender documents consisting of Technical & Financial Bids shall be submitted by the bidders in two separate sealed envelopes, Cover **-I named 'TECHNICAL BID IMU-MPC/2018/Security/04.'** and Cover **-II named 'FINANCIAL BID IMU-MPC/2018/Security/04'**, latest by 1500 hrs on 29.05.2018. Both the above said Sealed Covers i.e. Cover **-I & Cover - II** be then put in another separate big cover (Cover-III) and properly wax sealed.
- iii. Bids should be forwarded by Bidders under their original memo / letter pad inter alia furnishing details like TIN number, GST number, Bank address with EFT Account if applicable, etc and complete postal & e-mail address of their office.
- iv. Sealed bids should be dropped in the Tender Box at ground floor, Administrative Building, IMU Mumbai Port Campus, Hay Bunder Road, Mumbai or sent by registered post in the address mentioned for communication below and to reach this office by due date and time. Late Tenders will not be accepted in any circumstances and no responsibility will be taken for any postal delay or non-receipt/non-delivery of the bid documents.
- v. A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by this office prior to deadline prescribed for submission of bids. No bid shall be modified after the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of **a bid during this period will result in Bidder's forfeiture of bid security.**
- vi. The technical bids of the Tender shall be opened by a committee nominated by the Director, IMU, Mumbai Port Campus in the presence of the authorised representatives of the bidders, if present, at 1500 Hrs on **29.05.2018** in the office of the Director, IMU Mumbai Port Campus.
- vii. The technical bids, which do not contain full information and documents called for, shall be rejected. The financial bids of only those bidders shall be opened, whose technical bids pass scrutiny. The technical specifications mentioned here are minimum, specification and bids with higher specifications are also admissible.

- viii. The financial bids of the Tender shall be tentatively opened by a committee nominated by the Director, IMU, Mumbai Port Campus in the presence of the authorized representatives of the bidders, if present in the office of the Director, IMU, Mumbai Port Campus.
- ix. The bidders shall submit all details, documents etc. as required in the Tender document duly signed on each page with seal. In case bidder fails to do so, IMU, Mumbai Port Campus reserves the right to reject the Tender without seeking any further clarification. All the pages should be serially numbered. The total number of pages should be mentioned in the forwarding letter.
- x. The bidder shall submit the copy of the Tender document and addenda thereto, if any, with each page signed and stamped to confirm the acceptance of the entire terms and Conditions of the Tender.
- xi. All communications with regard to this Tender to be addressed to

**The Director (I/C),
Indian Maritime University
Mumbai Port Campus,
Hay Bunder Road,
Mumbai - 400033
Tel: (22)-23719932/36/40/41/44/46: Extn:1104
Email: dradmin.mumbaiport@imu.ac.in**

- xii. IMU, Mumbai Port Campus at its sole discretion reserves the right to extend last date of submission of Tender and the same shall be updated in IMU Mumbai Port Campus website and all bidders are requested to visit the website for latest updates.
- xiii. IMU, Mumbai Port Campus reserves the right to annul the bidding process at any time without any liability for such annulment, without assigning any reason there to.
- xiv. IMU, Mumbai Port Campus reserves the right to invite revised Tenders with or without amendment at any stage without any liability for such invitation and without assigning any reason thereof.
- xv. IMU, Mumbai Port Campus shall notify the successful bidder through Registered letter/ speed post / e-mail or in person confirming that their offer has been accepted. IMU Mumbai Port Campus will issue the Award letter to the successful bidder. This PO shall indicate the details of services to be supplied by the bidder and the amount which IMU, Mumbai Port Campus shall pay to the successful bidder in consideration of the execution of the contract by them.

- xvi. The cover letter placed at **Annexure B** is to be submitted along with the Tender Document.
- xvii. Upon receipt of the Purchase Order by the Contractor, he shall prepare two sets of the Agreement as per **Annexure – 'I'** of the Tender documents at the earliest without any delay and complete all the formalities and submit the same to IMU- Mumbai Port Campus duly executed on stamp paper for value of Rs.200/- (Rupees Two Hundred only) within 07 days from the date of receipt of Purchase Order. The agreement should be submitted by the contractor along with the required security deposit. One set of the agreement will be returned to the Contractor after the signature of authorized signatory of IMU Mumbai Port Campus.
- xviii. Quoted rates must be valid for 1 year from the date of closing of Tender.
- xix. The contract will be initially for a period of one year, extendable by another one year subject to the satisfactory performance of the Security Agency and at the sole discretion of the higher authorities at IMU Mumbai Port Campus.
- xx. As per CVC guide lines, if the L1 tenderer back out for any reasons, there should be a Re-Tender in the same fair and free manner.
- xxi. Successful bidder will nominate an Officer/Manager as single point of contact to IMU Mumbai Port Campus to promptly address the issues raised by the Campus.
- xxii. The bidder is advised to visit the site and surroundings where the security services are to be provided and acquaint himself with the operational system and understand the information that may be required for the preparation of the Tender and for entering into contract for providing security service. The costs of visiting the site shall be borne by the bidder. It shall be deemed that the contractor has undertaken a visit to the site and is aware of operational conditions prior to the submission of the Tender documents. Permission, if required, to visit the site will be given during the Tender period on application to:

**The Director (I/C),
Indian Maritime University
Mumbai Port Campus
Hay Bunder Road, Mumbai - 400033
Tel: (22)-23719932/36/40/41/44/46 exten:1104
Email ID: director.mumbaiport@imu.ac.in**

- xxiii. Clarification of Tender Documents: A bidder requiring any clarification regarding the Tender documents may notify in writing to the address mentioned in the invitation of Tenders or E-mail to dradmin.mumbai@imu.ac.in IMU Mumbai Port Campus will respond to any request for clarification, received one week prior to the deadline for submission of Tenders.
- xxiv. At any time prior to the deadline for submission of Tenders, IMU Mumbai Campus may, for any reason, suo motu or in response to a clarification by a prospective bidder, modify the Tender documents by issuing amendments (addenda/ corrigenda etc.)
- xxv. Any amendment thus issued will be hosted on the website up-to two days prior to the last date i.e 29th May, 2018 as specified for submission of the bids. All the bidders who have downloaded the Bid Document shall verify if any such amendments(s) have been issued by IMU –Mumbai Port Campus, before submitting their bid and shall take cognizance of and include such amendment(s) in their submission. In any case, the amendment(s), if any, shall be binding on the bidder. No separate notice/ intimation of amendments will be sent to those who have downloaded the document from the web or bought Tender documents from IMU Mumbai Port Campus prior to the date of amendments.
- xxvi. Tenders shall remain valid for 120 days from the last date for submission of Tender i.e 29.05.2018.
- xxvii. Tender opening, Bidder Participation, stages of Evaluation (Technical and Financial)
- a) Tenders will be opened at the **Director's office**, IMU Mumbai Port Campus, Hay Bunder Road, Mumbai, at 1530 hours on 29.05.2018. Any bidder who are willing to observe the Tender opening, may, in person or through his authorized representative, be present at the venue and witness the Tender opening. **In case of authorized representative**, bidder should send a **letter of authorization** containing the specimen signature of their representative who is deputed to be present at the time of opening of Tenders. **Representatives without the letter of authorization will not be permitted to witness the opening of the Tender.**

The maximum number of representatives that a bidder can depute to witness the opening of the Tender will be limited to one.

- b) The bidder or his authorized representative who are present shall sign a register evidencing their attendance. In the event of the specified date of Tender opening being declared as a holiday for the IMU-Mumbai Port Campus, the Tender shall be opened at the specified time on the next working day.
- c) The information furnished by the bidder in Cover - I in the prescribed format supplied by the IMU-Mumbai Port Campus will form the basis for the evaluation.
- d) In exceptional cases IMU-Mumbai Campus or his representative reserves the right to obtain the clarifications from any of the bidder without vitiating the Tendering process. If, in the opinion of the IMU-Mumbai Campus, information and documents supplied in support of the Tender do not indicate meeting the requirements of the Tender specifications, the Tender may be determined as non-responsive and may be rejected by the IMU-Mumbai Port Campus.
- e) After satisfying that all / or some of the bidder have attained the minimum qualifying criteria as detailed above, only technically qualified bidders will be kept and sealed in a separate cover. A suitable date and time for opening of the Cover II – Price Bids will be fixed and those bidder(s) who are qualified will be intimated about the opening of Cover - II – Price Bids.
- f) The Cover- II -Price Bids will be opened in the presence of the qualified bidders or their authorized representatives, If they choose to attend and present. The procedures and number of participants etc., for opening Cover - II will be the same as the procedures outlined in Clause (a) & (b).
- g) After evaluating the price bids received under Cover II, the bidder who quoted the lowest (L-1) Price will be awarded the work. In case the financial bid of more than one agency is same as L-1, then IMU- Mumbai Port Campus will be assigning marks to various eligibility parameters like turnover, number of years of relevant experience etc. of such L-1 bidders and work will be awarded to the bidders who score highest marks, among the L-1 bidders.
- h) The contract period shall be deemed to have been commenced from the date on which the contractor takes over the site based on Instruction from IMU-Mumbai Port Campus to commence or the 10th day of instruction by IMU-Mumbai Port Campus to start the work whichever is earlier. The period of contract is 12 Months from that date of commencement.
- e) All the pages of document should be arranged and numbered properly.

2. Deposits, Guarantee and damages

The estimated value of Contract is Rs.70 Lakhs.

i. Earnest Money Deposit (E.M.D)

Earnest Money Deposit (E.M.D): **Rs.1,40,000/-** by way of D.D. has to be made in favour of **Indian Maritime University, Mumbai Port Campus** payable at **Mumbai** to be submitted to Director (Administration), IMU, Mumbai Campus along with Technical Bid. The bids of the bidder, who fail to submit E.M.D, shall be summarily rejected. The EMD of the bidders, who are not qualified under the technical bid, shall be returned after finalisation of Tender.

The EMD will be forfeited in the following cases :-

- a) In case the bidder withdraws his Tender once submitted.
- b) If the successful bidder fails to enter into a contract/agreement within 07 (seven) days from the date of receipt of Purchase Order.

No interest will be allowed on the Earnest Money from the date of its receipt until it is refunded.

ii. Security Deposit:

Successful tenderer shall have to deposit Initial Contract Deposit (ICD) of 10% of the contract amount (i.e. the awarded cost of work). Since, the EMD of successful tenderer will be adjusted against Initial Contract Deposit (ICD), the balance part of ICD payable by Contractor [i.e. ICD minus EMD adjusted] shall have to be paid by the successful bidder by way of Demand Draft in favour of "**Indian Maritime University, Mumbai Port Campus,**" Payable at Mumbai, within ten (10) days of receipt of work order. The ICD so paid will form the part of security deposit to be kept during the course of execution of work and will be retained by IMU until the completion of contract. This EMD/ICD/Security deposit will not bear any interest. In addition to the ICD, 10% of bill amount will be recovered from each Running Account (RA) Bills & from Final Bill such that the total security deposit with the University (ICD+RA Recovery) will not be more than the 10% of the contract amount or actual bill amount whichever is more. If the contractor fails to deposit ICD within 10 days of receipt of work order the same will be recovered from 1st RA Bill along with any other dues payable, with penal interest @18% P.A. worked out from the date of receipt of work order.

iii Cancellation of order/forfeiture of Security Deposit, Risk purchase clause:

In the event of failure to deploy the Security Personnel within the stipulated date/period in accordance with the specification, IMU-Mumbai Port Campus reserves its right:-

- a) To cancel the order
- b) To forfeit the security deposit
- c) To deploy Security Services from other sources at the vendors risk, responsibility and cost. Any extra cost incurred in the procurement of the material from the alternative source will be recovered from Security

Deposit/Bank Guarantee as referred to earlier and if the value of the materials under risk purchase exceeds, the amount of Security Deposit/Bank Guarantee, same may be recovered, if necessary, by due legal process.

iv Time Period

Within 10 calendar days from the date of receipt of Purchase Order, the Contractor shall deploy Security Personnel as specified in the Tender documents.

v Settlement of Disputes:

The Bidder shall make request in writing to the Director, IMU, Mumbai Port Campus for settlement of any dispute within 30 (thirty) days of arising of the cause of dispute, failing which no disputes/claims shall be entertained by the IMU, Mumbai Port Campus. The decision of the Director, IMU Mumbai Port Campus will be final and binding on the parties.

Jurisdiction: The Court of Mumbai in the State of Maharashtra only will have the jurisdiction to deal with and decide any legal matters or disputes what-so-ever arising out of this contract.

vi Payment Terms:

100% payment on submission of bills/ invoice and acquaintance role duly signed and verified by IMU. The biometric attendance report is mandatory to be submitted.

vii Advance Payments

Not Applicable

PRE-QUALIFICATION CRITERIA

1. The bidder should not have been blacklisted by the department / Ministries of the Government of India / PSUs / corporate Sectors / Educational Institutions / any other reputed organizations. **(Notarized Affidavit has to be submitted by the bidder)**
2. The bidder should submit copy of valid Trade License, PAN and GST Registration No. as well as registration at labour department, EPFO and ESI and PF with the Technical bid of Tender documents.
3. The bidder should submit the Income Tax return for last three previous years ending 31st March 2017 along with the Technical bid of Tender documents.
4. The bidder should submit one of the following:-
 - i. Proof of Registration of the bidder under relevant law such as Companies Act, and /or Shop & Establishment Act.

- ii. For Partnerships firms, full name and address of each partner along with the certified copy of the registered partnership deed, copy of Trade License.
 - iii. For proprietorship firms, full name and address of proprietor along with the copy of trade license.
5. The bidder must have an annual turnover of minimum INR 1,00,00,000/- (Rupees One Crore only) average per year during the last preceding three years. The details to be furnished by the bidder in the technical bid giving the audited profit & loss account and balance sheet for last three years ending 31st March 2017. It should be duly attested by the bidder's Chartered Accountant.
 6. The Bidder should have successfully implemented during 2014-15, 2015-16 and 2016-17 each, similar orders of value of 80% contract value for single work and 60% contract value for two works and 40% contract value for three similar works.

[Mode of proof: Copy of Purchase Order/Contract for providing 'Award of Work'. Copy of Completion Certificate'/Final Invoice/Letter indicating return of Security Deposit for providing satisfactory 'Completion of Work'. Should be furnished for each of the 2 Projects.
 7. PSRA Number Registration is MUST (Company registered with Police) PSRA 2005.

SCOPE OF WORK

The Scope of work is to provide security services at IMU Mumbai Port Campus at below addresses:

- a. Indian Maritime University, Mumbai Port Campus, Hay Bunder Block (LBS) Mumbai- 400033.
- b. Indian Maritime University, Mumbai Port Campus, Hay Bunder Block (MERI) Mumbai- 400033.

SECURITY PERSONNEL REQUIRED (APPROXIMATELY)

Sl. No.	Security Personnel	Requirement (In No.)
1	Supervisor	01
2	Security Guards	26

- Note 1: Preferably the supervisor should be retired Army havaldar or equivalent
 2: The above requirements are as per the present requirements and IMU reserve the right to increase or decrease the number of Security Guards to be deployed at the same rates, depending upon the actual requirement.

The tentative details of the security personnel required is given below per shift:

Sl. No.	Security Points	Numbers of Security Personnel
01	Main Gate-LBS, Director Bungalow	03
02	MERI Main Gate & MERI Admin building	03
03	Main Gate- GARBAGE GATE	03
04	Residential Building	03
05	LBS admin building (Main gate)	03
06	Director's Office	02
07	LBS Old Hostel & Swimming Pool	03
08	MERI Old Hostel & LBS New Hostel	06
Total		26

Schedule of Posting

3.1 SECURITY PERSONNEL SHIFT TIMING AND SCHEDULE

SHIFT DURATION AND TIME

1 ST Shift	06.00 hrs – 14.00 hrs.	Eight hours
2nd Shift	14.00 hrs – 22.00 hrs	Eight hours
3rd Shift	22.00 hrs – 06.00 hrs	Eight hours

IMU reserves the right to modify the above table, as and when required.

The details of personnel proposed to be deployed to be provided in the format given below:

Sr. No.	Name	Post	Aadhar card No.	Age	Address

General description of Service and other conditions / Responsibilities of Security Firm

2.1 General: Shift, Fitness, Uniform, Attendance, Amenities, Bio-data & Antecedents:

2.1.1 The security personnel should be deployed in shifts as per requirement.

2.1.2 All personnel should be sincere, physically fit, active and energetic and aged between 18-50 years. No Minor should be engaged. The age limit of Supervisor is up-to 50 yrs.

2.1.3 The security personnel should be provided with Uniform, Torch light, Lathi, Shoes, Whistle, I-Card etc. by the contractor at his cost. Penalty may be imposed by IMU-Mumbai Port Campus for personnel who are not in possession of these above.

2.1.4 Attendance of personnel will be maintained using the Biometric system installed at IMU-Mumbai Port Campus. The cost for installation and maintenance to be borne by the Contractor.

2.1.5 Food, Accommodation arrangements for the personnel will not be provided by IMU-Mumbai Port Campus and hence shall have to be arranged by the contractor.

2.1.6 The contractor should furnish to the IMU the bio-data of the personnel posted in the IMU before posting at campus and any changes thereof within 24-hours of the same. IMU reserves the right to reject any person posted in IMU without assigning any reason. IMU-MPC reserves the right to reject any person posted in IMU-Mumbai Port Campus without assigning any reason.

2.1.7 The antecedents of security staff deployed should have been verified by the contractor from local police authority and an undertaking in this regard to be submitted to the IMU-Mumbai Port Campus.

2.2 Statutory / Labour Legislations / Labour welfare Obligations:

2.2.1 The Contractor shall be responsible for any accident, damage or injury caused to any of his employees or property or any person or property in course of the Service and death while on service and shall not hold the IMU-Mumbai Port Campus responsible in respect of any claim made by any person for any reason whatsoever. The contractor shall be solely responsible for reporting to IMU-Mumbai Campus and concerned authorities immediately of any serious or fatal accident.

2.2.2 The security personnel provided shall be the employees of the Contractor and all statutory liabilities such as ESI, PF, Workmen's Compensation Act, etc. will be paid by the contractor.

2.2.3 The Statutory compliances including those pertaining to Provident Fund Act, Employees State Insurance Act, and Minimum Wages Act (Contract Labour (Regulation & Abolition Act 1970) and all other labour and other legislations as applicable from time to time, with regard to the personnel engaged by the contractor for service to IMU-Mumbai Campus, are the responsibility of the contractor.

2.2.4 It will be the responsibility of the contractor to provide details of manpower deployed by him, in IMU-Mumbai Port Campus, to the Labour department.

2.2.5 IMU-Mumbai Port Campus shall not bear any damage / claim of any nature of the security personnel in discharge of duties. The Security Service Provider, also **called as "Contractor"**, shall indemnify IMU- Mumbai for any loss suffered by IMU-Mumbai Port Campus in this regard.

2.2.6 The wages (per month) quoted by the bidder should not be less than Minimum Wages **for Zone 'A'** as prescribed by Ministry of Labor, Employment, Govt. Of India, as applicable as on the date of Issue of this Tender. ESI, PF, Bonus should not be less than the statutory provisions / Act by the Central Government. If the amount/rates quoted are less than the prescribed minimum as stated above, then the bid will be disqualified and rejected. If there is revision in the Minimum Wages prescribed by Central Government under Minimum Wages Act, during the currency of the contract, then:

- (i) If the revised minimum wages rates are less than the quoted rates, then rates quoted by the bidder will not be enhanced.
- (ii) If the revised minimum wages rates are more than the rates quoted by the bidder, then revised minimum wages rates will be considered for reimbursement.

2.2.7 As far as EPF is concerned, it shall be the duty of the Contractor to get PF code number UAN allotted by RPFC against which the PF subscription, deducted from the payment of the personnel engaged and equal employer's amount of contribution should be deposited with the respective PF authorities within 7 days of close of every month giving particulars of the employees engaged for IMU-Mumbai Port Campus works, is required to be submitted to the IMU – Mumbai Port Campus. In any eventuality, if the contractor failed to remit employee/ employer's contribution towards PF subscription etc. within the stipulated time IMU-Mumbai Port Campus is entitled to recover the equal amount from any money due or accrue to the Contractor under this agreement or any other contract with RPFC, with an advice to RPFC, duly furnishing particulars of personnel engaged for the department.

2.2.8. The Contractor will maintain a register on which day to day deployment of personnel will be entered. This may be countersigned by the authorized official of the department. While raising the bill, the deployment particulars of the personnel engaged during each month, shift wise, should be shown. The Contractor has to give an undertaking (on the format), which may be countersigned by the concerned official of IMU-Mumbai Port Campus, regarding payment of wages as per rules and laws in force, before receiving the 2nd payment onwards.

2.2.9. The administrative issues like leave, weekly off, discipline etc. of the security personnel are the responsibility of the contractor.

2.3. Duties:

2.3.1 Contractor and its staff shall take proper and reasonable precautions to preserve from loss, destruction, waste or misuse of the areas of responsibility given to them by the IMU-Mumbai Port Campus and shall not knowingly lend to any person or company any of the effects of IMU-Mumbai Port Campus under its control.

2.3.2 The contractor shall do and perform all such Security services, acts, matters and things concerned with the administration, superintendence and conduct of the arrangements as per the directions enumerated herein and in accordance with such directions, which the IMU-Mumbai Port Campus may issue from time to time.

2.3.3. The contractor shall be responsible to maintain all property and equipment of IMU-Mumbai Port Campus entrusted to it.

2.3.4 All necessary reports and other information will be supplied immediately as required and regular meetings will be held with IMU- Mumbai Port Campus as and when required by IMU-Mumbai Port Campus.

2.3.5 Security Personal posted at all the posts shall maintain the necessary registers pertaining to Inward and Outward of Man, Material and Machine taking place from the IMU-MPC Campus in duplicate.

2.3.6 No stranger or outsider should be allowed inside the campus without the permission of a responsible officer inside the campus.

2.3.7 The contractor is responsible for the security of people, equipment, vehicles, infrastructure/assets, the entire campus and its access etc. IMU-Mumbai Port Campus shall not bear any damage / claim of any nature caused out of the failure / negligence of the security personnel in discharge of their duties. The Contractor shall indemnify IMU-Mumbai Port Campus for any loss suffered by IMU-Mumbai Port Campus in this regard.

2.3.8 The Security personnel should be available at the assigned post(s) all the time. Responsibility for providing necessary relievers if necessary vests with the contractor.

2.3.9 The security staff shall not accept any gratitude or reward in any shape.

2.3.10 To liaise with local police and escalate/lodge FIR as and when required in consultation with IMU authorities.

2.3.11 To liaise with local village bodies (as applicable) for any matter related to security in consultation with IMU authorities.

2.3.12 Any change in place of existing security personnel is to be intimated in advance minimum 15 days to the IMU Mumbai Port Campus Officials.

2.3.13. There should be no strikes, agitations and demonstrations by the Security Personnel of the Contractor in the Campus. Such actions are strictly not acceptable.

2.3.14 The Security Guards and Officers are required to assist wardens, instructors in day to day work in addition to their duties.

2.4. PAYMENT OF SALARY

2.4.1 Payment of salary bills will be made to the contractor on a monthly basis based on actual services rendered in the previous month. No Advance Payment will be made. The contractor has to submit invoices/bills before 20th of the next month for the services rendered in the preceding month along with ESI/PF/Service Tax challans, as applicable, pertaining to that month. IMU-Mumbai Port Campus would make the payment within 10 days of submission of bills with all the supporting documents and submission of necessary clarification, if there were any queries communicated by IMU-Mumbai Port Campus, to the

satisfaction of IMU-Mumbai Port Campus. No Interest is payable by IMU- Mumbai Port Campus in case of any unavoidable delay in settling the bills, though IMU-Mumbai Port Campus would endeavor to settle within 10 days. No other claim on whatever account shall be entertained by IMU-Mumbai Port Campus. TDS at the rates applicable shall be deducted U/S194 (c) of Income Tax Act 1961 on the whole amount.

2.4.2 The bidder may be asked by IMU-Mumbai Port Campus to submit the proof of remittance for his employee towards the payment of statutory norms as applicable to IMU-Mumbai Port Campus. If the bidder fails to submit the proof of remittance the payment towards the service will be stopped until the contractor submit required documents.

2.5. Penalty

2.5.1 In case any of contractor's personnel(s) deployed under the contract is (are) absent or fails to report in time and contractor is unable to provide suitable substitute in time, a penalty equal to double the wages of number of guards/supervisors absent on that particular day may be levied by IMU-Mumbai Port Campus and the same shall be deducted from the contractor's bills.

2.5.2 In case any public complaint is received attributable to misconduct/misbehavior of contractor's personnel, a penalty of Rs.500/-for each such incident or any higher penalty as deemed fit by the higher management of the IMU-MPC campus i.e. Director, shall be levied and the same shall be deducted from contractor's bill. Further the concerned contractor's personnel shall be removed from IMU- Mumbai Port Campus immediately.

2.5.3 In case the contractor fails to commence/execute the work as stipulated in the agreement or unsatisfactory performance or does not meet the statutory requirements of the contract, IMU-Mumbai Port Campus reserves the right to impose the penalty as detailed below:-

i) 20% of cost of order/agreement per week, up to four weeks of delay.

ii) After four weeks delay, IMU-Mumbai Port Campus reserves the right to cancel the contract and withhold the agreement and get this job be carried out preferably from other contractor(s). The difference if any may be

recovered from the defaulted contractor and also the defaulting contractor shall be black listed for a period of 4 years from participating in such type of Tender and his earnest money/security deposit may also be forfeited, if so warranted.

2.5.4 The personnel engaged by the contractor shall be dressed in neat and clean uniform (including proper name badges), failing which invites a penalty of Rs.500/- each occasion or any higher penalty as deemed fit by the higher management of the IMU-MPC campus i.e. Director, habitual offenders in this regard shall be removed from the Campus. The penalty on this account shall be deducted from the Contractor's bills.

2.5.5 The personnel engaged have to be extremely disciplined and courteous with pleasant mannerism in dealing with the Officer /Staff/Students etc. and should project an image of utmost discipline. IMU- Mumbai Port Campus shall have the right to have any security guard removed in case of tenable complaints from Officer /Staff/ Students or as decided by representative of IMU-Mumbai Port Campus if the person is not performing the job satisfactorily or is considered to be undesirable or for any other reason deemed fit by IMU- Mumbai Port Campus. The contractor shall have to arrange the suitable replacement in all such cases within 24 hours of intimation by IMU-Mumbai Port Campus, failing which it may be treated as absent and consequent penalty as specified elsewhere in the document or any other penalty as deemed fit and reasonable by IMU-Mumbai Port Campus will be imposed.

2.5.6 That in the event of any loss, theft or robbery inside the campus or damage, as a result of any lapse on the part of the contractor or its security personnel deployed in IMU-Mumbai Port Campus, which would be established after an enquiry conducted by IMU- Mumbai Port Campus, the said loss can be claimed from the contractor up to the value of the loss. The decision of the IMU-Mumbai Port Campus will be final and binding on the agency.

2.5.7 In case of breach of any terms and conditions attached to this contract, the Performance Security Deposit of the agency will be liable to be forfeited to IMU-Mumbai Port Campus besides annulment of the contract. If any of the above condition is violated, IMU has the right to impose any penalty as decided by the IMU-Mumbai Port Campus administration.

2.5.8 Security personnel found smoking/drunk or sleeping on duty to be removed by the Contractor and no payment will be made for the said personnel for the entire month.

2.5.9 The contractor shall ensure that its personnel shall not at any time, without the consent of IMU-Mumbai Port Campus in writing, divulge or make known any trust, accounts matter or transaction undertaken or handled by IMU and shall not disclose to any information about the affairs of IMU-Mumbai Port Campus. This clause does not apply to the information, which becomes public knowledge.

2.5.10 Any liability arising out of any litigation (including those in consumer courts) due to any act of contractor's personnel shall be directly borne by the contractor including all expenses/fines.

2.5.11 The security guards should have the minimum qualification of 12th standard (10+2).

2.5.12 All security guards and supervisor must be trained in firefighting and will assist in event of emergencies like fire etc.

2.5.13 Only the security staff trained in watch and ward/ security for a period of more than 6 months and having a certificate will be allowed wages as per watch and ward staff, else the wages will be paid as per unskilled wage rate.

2.6. Termination:

The contract may be terminated with a 15 days' notice, before the expiry of contract period owing to deficiency in service or any other reason whatsoever. Security agency to give 90 days' notice in case he wants to withdraw, failing which SD, EMD, Retention money and pending bills will be forfeited.

3. DUTIES AND RESPONSIBILITIES OF SECURITY PERSONNEL

3.1 DUTIES OF SECURITY PERSONNEL IN IMU MUMBAI PORT CAMPUS

The Security Personnel posted in IMU-Mumbai Port Campus by the Security Service Provider shall be responsible for the following:

3.1.1 Maintain and update security personnel attendance register and key register. The attendance of the Security Personnel will also be maintained in the Biometric Attendance System.

3.1.2 Report irregular events at the campus in 'Occurrence Report' shift wise and submit details to IMU-Mumbai Port Campus officials.

3.1.3 Switch on lightings installed at Administrative/Academic/Residential Buildings at IMU-Mumbai Port Campus at onset of darkness. Switching off all the lighting source/electrical equipment's when not in use and lock the doors after office hours. Switch off UPS in classrooms/mess/cafeteria when not in use. Lock each room of the premises after the room has been vacated by the officials/cadets etc.

3.1.4 Check persons going IN and OUT of the IMU Mumbai Port Campus (Administrative/Academic/Residential Buildings) and register should be maintained at the entry of the persons with timing and the purpose of entry along with name of the official who authorizes such entry of persons/materials/tools should be recorded. This registrar will be subject to periodical verification by IMU- Mumbai Port Campus. To check shore leave passes of cadets proceeding on shore leave and make necessary entries. Cadets not reporting back on time to be submitted to duty warden.

3.1.5 No outsiders are allowed to enter in the building without proper Gate Pass issued by the Authorized Officer of the IMU- Mumbai Port Campus.

3.1.6 No items are allowed to be taken out without proper Gate Passes issued by the competent officers as laid down in the contract or authorized by the Director, IMU –

Mumbai Port Campus for in-out movement of stores. The specimen signatures and telephone numbers of the above stated officers will be available with the Security personnel. The delivery of items should be done only from main gate.

3.1.7 Deployment of Security Guards will be as per the instructions of the authorities of IMU- Mumbai Port Campus and the same may be monitored personally by the concerned authorities from time to time.

3.1.8 The Guards on duty will also take care of safety/security of vehicles, scooters / motorcycles /bicycles parked in the parking sites located within the premises of the Department. They will also arrange parking proper slots.

3.1.9 The Guards on patrol duty should take care of all the water taps, valves, water hydrants, etc. installed in the open all over the premises. Keep watch on all hostel electrical and plumbing fittings. The fire mockup area should be checked after the drill. The water level in overhead tank to be checked.

3.1.10 It should be ensured that flower plants, trees and grassy lawns are not damaged either by the staff or by the outsiders or by stray cattle/dogs.

3.1.11 The Security Guards/Supervisors should be trained to extinguish fire with the help of fire extinguishing cylinders and other firefighting material available on the spot. They will also help the firefighting staff in extinguishing the fire or in any other natural calamities.

3.1.12 In emergent situations, security staff/supervisor deployed shall also participate as per their role defined in the disaster plan, if any, of the Department. Guards/Supervisors should be sensitized for their role in such situations.

3.1.13 The Security Guard on duty shall not leave the premises until his reliever reports for duty.

3.1.14 Any other provisions as advised by the Campus may be incorporated in the agreement. The same shall also be binding on the contractor.

3.1.15 To put on all outdoor lights and street lights at Administrative Block/Academic/Residential Buildings at IMU-Mumbai Port Campus at onset of darkness. Put off all outdoor lights and street lights at the onset of day light.

3.1.16 To put on all outdoor lights and garden lights at the above location at onset of darkness. Put off the same at the onset of day light.

3.1.17 In and Out Register should be maintained for the visitors and vehicles.

3.1.18 Instructions from the Director, from time to time, to the Security personnel should be adhered to strictly.

3.1.19 Monitoring by CCTV cameras and reporting of any abnormality.

ANNEXURE –B COVER LETTER FORMAT (In letter head)

TENDERERS PARTICULARS FOR TENDER NO:

The Director
Indian Maritime University, Mumbai Port Campus,
Nerul, Mumbai.

Sir,

Being duly authorized to represent and act on behalf
of

_____ **hereinafter called “The
Tenderer” and having visited** the site and examined the Scope of work, Conditions
of Contract, Specifications, Schedules and **Bill of Quantities for the work of
“TENDER FOR PROVIDING SECURITY SERVICES AT INDIAN MARITIME
UNIVERSITY-MUMBAI PORT CAMPUS, HAY MUMBAI – 400033”**

I/ we here by submit my/our offer as follows:

b) Technical Bid– Annexure C (in separate sealed cover along with EMD of Rs.
1,20,000/- & other documents) (Cover I)

(b) Financial Bid–Annexure D (in separate sealed cover) (Cover II)

2. The two sealed covers containing technical bids and financial bids referred to above
have been put in main cover (Cover III) as required.

3. I here by undertake to abide by various terms and conditions contained in your
TENDER No: IMU/2016/03(Copy, duly signed, enclosed).

We understand that IMU Mumbai Port Campus reserves the right to,

- a) Amend the scope of Tender
- b) Reject or accept any Tender including the lowest, cancel the Tender process and
reject all Tender.
- c) We agree that the IMU Mumbai Port Campus will not be liable for any such action
and will be under no obligation to inform the Tenderer of the grounds for such
action.
- d) I also certify that the details furnished in the bids, various enclosures and other
documents are true and correct.

4. I also express my willingness to sign the contract incorporating the Standard terms and special conditions of the contract as contained in the Tender.

Yours Sincerely

(Signature of the Owner/ Bidder/ Authorized signatory and please indicate capacity which signed Viz. on own behalf or as Power of Attorney or Authorized signatory of the owner. Please also include the contact No. and address in the Place)

Note:-Please put this offer letter in Cover I (containing Technical Bid) along with other required documents.

ANNEXURE – C FORMAT FOR TECHNICAL BID AND TECHNICAL COMPLIANCE SHEET

TECHNICAL BID FOR TENDER FOR PROVIDING SECURITY SERVICES AT
INDIAN MARITIME UNIVERSITY- MUMBAI PORT CAMPUS

The Technical Bid should consist of the documents duly filled in the sequence given below: (Bidder to write Yes/No in column below)

Sl. No.	Description	Yes /No
1.	Covering letter as per Annexure – B	
2.	Index page giving details of contents and page numbers	
3.	Eligibility Criteria evaluation (Along with all documents in serial order) Annexure- E	
4.	Declaration regarding Blacklisting/Debarring Annexure –F	
5.	Details regarding similar Orders Annexure- G	
6.	Details regarding Annual Turnover Annexure- H	
7.	Blank Tender document signed & stamped on each page.	

**ANNEXURE – E FORMAT FOR ELIGIBILITY CRITERIA EVALUATION
(To be filled by bidder)**

No	Criteria	Complied (Y/N) If No Give Reasons For Non- Compliance	Supporting Documents Required
1	The Tenderer shall not have been blacklisted by the department / Ministries of the Government of India / PSUs / corporate Sectors / Educational Institutions / any other reputed organizations. (Notarized Affidavit has to be submitted by the bidder)		
2	The bidder should submit copy of valid Trade License, PAN and GST Registration No. with the Technical Bid.		
3 4 5	<p>The bidder should submit the Income Tax return for last three previous years ending 31st March 2017 with the Technical bid of Tender documents. The bidder should submit one of the following:-</p> <p>i) Proof of Registration of the bidder under relevant law such as Companies Act, and /or Shop & Establishment Act.</p> <p>ii) For Partnerships firms, full name and address of each partner along with the registered partnership deed, copy of Trade License.</p> <p>iii) For proprietorship firms, full name and address of proprietor along with the copy of trade license.</p> <p>The bidder must have an annual turnover of minimum Rs. 1,00,00,000/- (Rupees One Crore only), during the last preceding three years. The details be furnished by the bidder in the technical bid giving the audited profit & loss account and balance sheet for last three years ending 31st March 2017 . It should be duly attested by the bidder's Chartered Accountant.</p>		

6	<p>The Bidder should have successfully implemented :</p> <p>during 2014-15, 2015-16 and 2016-17 each, similar orders of value of 80% contract value for single work and 60% contract value for two works and 40% contract value for three similar works.</p> <p>[<i>Mode of proof:</i> Copy of Purchase Order/Contract for providing 'Award of Work'. Copy of Completion Certificate'/Final Invoice/Letter indicating return of Security Deposit for providing satisfactory 'Completion of Work'. Should be furnished for each of the 2 Projects.</p>		
7	<p>Earnest Money Deposit (E.M.D): Rs.1,40,000/- (Rupees One lakh Forty Thousand Only) by way of D.D./P.O in favour of IMU, Mumbai Port Campus payable at Mumbai or Navi Mumbai to be submitted to Dy. Registrar (Administration), IMU, Mumbai Port Campus along with Technical Bid.</p>		

The bids are liable to be rejected in case of failure to comply with any of the above requirements.

Name

Signature

Seal

ANNEXURE - F

Declaration regarding Blacklisting/Debarring (On company letter head)

Ref. No.

Date:

To
The Director,
Indian Maritime University, Mumbai Port Campus

Sub.: Declaration regarding Blacklisting/Debarring for taking part in Tender.

Dear Sir,

I / We _____
Firm/Contractor/Manufacturer/Partner(s)/Authorized Distributor/agent of
M/s. _____ hereby declare that the
firm/company namely M/s. _____ has not been
blacklisted or debarred
in the past by Union / State Government or organization from taking part in Government
Tenders in India.

Or

I / We _____ Firm/Contractor/Manufacture / Partner(s)/
Authorized Distributor/agent of M/s. _____ hereby
declare that the Firm/company namely M/s. _____ was
blacklisted or debarred by Union / State Government or any Organization from taking
part in Government Tenders for a period of _____ years w.e.f.
_____ to _____. The period is over on and now the firm / company
is entitled to take part in Government Tenders.

2. In case the above information found false I/we are fully aware that the Tender/
contract will be rejected/cancelled by the Indian Maritime University, Mumbai Port
Campus , and EMD/ Performance Security shall be forfeited.

3. In addition to the above, Indian Maritime University, Mumbai Port Campus shall not be
responsible to pay the bills for any completed / partially completed work.

[Name & Signature] for and on behalf of M/s. _____

Note: This letter of shall be on the letterhead of the company and shall be signed
by a person competent and having the power of attorney to bind the company/firm.

ANNEXURE - H DETAILS REGARDING ANNUAL TURNOVER

ANNUAL TURNOVER

Sl. No.	Financial Year	Annual Turnover In Rupees Lakhs
1	2014-2015	
2	2015-2016	
3	2016-2017	

Copies of the Audited Balance Sheet and Profit and Loss Account for the last three Financial Years 2014-15, 2015-16 and 2016-17 should be attached

Place:

Date : **Signature of the Tenderer with seal**

FORMAT OF AGREEMENT

FORMAT OF AGREEMENT

(To be submitted on stamp paper of Rs.200/-)

IT IS THIS _____ day of _____2018 MUTUALLY AGREED between the IMU, Mumbai Campus, **hereinafter referred to as "the Employer" (which expression shall mean and include their assigns and successors)** on the one part AND M/s a Company **/incorporated under the companies Act, 1956.....having its Registered office at.....** **herein after referred to as "the Contractor" (which expression shall mean and include their permitted assigns and successors)** on the other part: WHEREAS the Employer is desirous that certain Goods and Services should be provided and certain Works be executed as per Tender **documents hereinafter called „The Works" and has accepted a Tender by the Contractor for the execution, completion and guarantee of** such works.

NOW THIS AGREEMENT WITNESSES as follows:-

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz.,
 - a) Technical and Financial bids
 - b) Instructions to the Bidders
 - c) Terms and Conditions of contract
 - d) The work specified in the Tender documents
 - e) The Annexures`
 - f) The Purchase Order
 - g) Bank Guarantee
2. In consideration of the payment to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute, complete and guarantee the Works in conformity in all respects with the provisions of the contract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution, completion and guarantee of the works the contract price at the times and in the manner prescribed by the Contract.

4. The contract shall be governed by all the conditions as described in the terms and conditions of contract, work mentioned in the Tender documents and any other conditions given in the Tender documents.

5. This agreement shall be governed by the laws of India and shall be subject to the Jurisdiction of the Courts in Mumbai.

IN WITNESS WHEREOF the parties hereto have caused their respective common seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day and year first above written.

SIGNED AND DELIVERED

On behalf of the Contractor

On behalf of Employer

Signature

Signature

Name

Name

Address

Address

Official Seal

Official Seal

Place

Place

Date

Date

On behalf of the Contractor

On behalf of the Employer

Witness:

Witness:

i) Signature

i) Signature

Name:

Name:

Address:

Address:

Place

Place

Date

Date

ii) Signature

ii) Signature

Name:

Name:

Address

Address

Place

Place

Date

Date

**TENDER FOR PROVIDING SECURITY SERVICES
AT INDIAN MARITIME UNIVERSITY-MUMBAI PORT CAMPUS**



**TENDER No: IMU-MPC/2018/Security/04
Issue Date: 07th May, 2018**

**INDIAN MARITIME UNIVERSITY
MUMBAI PORT CAMPUS
HAY BUNDER ROAD
MUMBAI- 400033**

TENDER FOR PROVIDING SECURITY SERVICE AT IMU MPC, MUMBAI

**PRICE BID
VOLUME-II**

PRICE BID

FORM OF TENDER

NOTE: This Memorandum forms part of the Tender and this should be duly filled in, signed & sealed and enclosed along with the Tender.

To
The Director (I/C),
Indian Maritime University,
Mumbai Port Campus,
Hay Bunder, Mumbai – 400 033.

Sir,

Being duly authorised to represent and act on behalf of hereinafter called "the bidder" and having visited the site and examined the Conditions of Contract, Specifications, Schedules and Bill of Quantities for the Tender for "Providing Security services at Indian Maritime University, Mumbai Port Campus at Mumbai.

1. We offer to execute the work in conformity with the said Conditions of Contract, Specifications, Schedules and Bill of Quantities for the sum of Rs..... (Rupees(Rate shall be filled in)

2. We undertake, if our Tender is accepted, to achieve completion of the service for the periods specified in this Schedule.

3. If our Tender is accepted we will furnish a Security Deposit of 10% within 3 days of receipt of work order by way of a Demand Draft from a Nationalized Bank or a Scheduled Bank.

Providing round the clock security services by deploying Security Guards in 08-hours shifts as per the schedule mentioned I Section III of, Volume I of the Tender document and complying with all the conditions stipulated including fulfilling all requirements. The rate should be inclusive of Reliever charges and all taxes levies, duties, Bonus etc.

4. We agree to abide by this Tender for a period of One year from the date of commencement of work or such further period as may be mutually agreed, it shall remain binding upon us and may be accepted at any time before the expiration of that period should we fail to abide by our Tenders during the above said period of One year or such extended period as mutually agreed upon, I/We forfeit and forgo the EMD to IMU MPC.

5. Unless and until a formal Agreement is prepared and executed, this Tender, together with our written acceptance thereof, shall constitute a binding Contract between us.

6. I / We understand that the Indian Maritime University, MPC reserves the right to,

- a) Amend the scope of Tender and value of contract under this work;
- b) Reject or accept any Tender including the lowest, cancel the Tender process and reject all Tender(s).

I/We agree that the Indian Maritime University (Head Quarters) will not be liable for any such action and will be under no obligation to inform the bidder of the grounds for such action.

7. If our Tender is accepted we understand that we are held fully responsible for the due performance of the Contract.

We have furnished Earnest Money in the form of Demand Draft in favor of Indian Maritime University, Mumbai -400033 for an amount of Rs...../- (Rupees.....only). If our Tender is not accepted, the Earnest Money shall be returned to us on our application within a period as specified in the Tender. If our Tender is accepted the Earnest Money shall be adjusted against the Security Deposit at 10% of the Contract Value.

8. We agree that in addition to the Security Deposit Retention Money at 5% will be deducted from each monthly bill and the same will be released along with security deposit on successful satisfactory completion of service without any interest.

9. We agree to execute all the works referred to in the Tender Documents upon the Terms and Conditions contained or referred to therein and to carry out such deviations as may be ordered.

SIGNATURE.....
FOR AND ON BEHALF OF
DATE

Witnesses:

1. Signature :

2. Signature:

Name :

Name :

Address :

Address :

INDIAN MARITIME UNIVERSITY
MUMBAI PORT CAMPUS
HAY BUNDER ROAD, MUMBAI - 400033

TENDER FOR PROVIDING SECURITY SERVICE AT IMU – MUMBAI PORT CAMPUS,
HAY BUNDER ROAD, MUMBAI - 400033

Providing round the clock security services by deploying Security Guards in 08-hours shifts as per the schedule mentioned in Section III of , Volume I of the Tender document and complying with all the conditions stipulated including fulfilling all requirements. The rate should be inclusive of Reliever charges and all taxes, levies, duties , Bonus and service charges etc.

Estimate for Contract Value for Security services at IMU Mumbai Port Campus for year 2018	
Watch and ward (without arms)-26	
Wage Per Day Central Schedule 'A' Rate	Amount In Rs.
Basic Pay + VDA	
Employer's Contribution to EPF @ 13.16%	
Employer's Contribution to ESI @ 4.75%	
Sub-total for 1 day	
Sub-total for 26 days	
Reliever charges per month (1/6)	
Total Pay per Month	
Total Pay per year	
Bonus per year(8.33% or 7000 which ever higher)	
Total per Guard per year	
Total Pay per Month for 26 Guards(A)	
Watch and ward (without arms)-01 Supervisors	
Wage Per Day Central Schedule 'A' Rate	Amount In Rs.
Basic Pay+ VDA (add 10% of Guard)	
Employer's Contribution to EPF @ 13.16%	
Employer's Contribution to ESI @ 4.75%	
Sub-total for 1 day	
Sub-total for 26 days	
Reliever charges per month (1/6)	
Total Pay per Month	
Total Pay per year	
Bonus per year(8.33% or 7000 which ever higher)	
Total per Supervisor per year	
Total Pay per Month for 1 Supervisors(B)	
Total for 26 Guards & 1 Supervisors per year(A+B)	
Estimated Services Charges (10%)	
Total Value Put to Tender	
Total Value in Words Rs. _____	

- The cost has been calculated for 45 guards and Two supervisor.

Yours faithfully,

Date

Place: Signature with Seal of Authorized Signatory

Note:

(1) ** The wages (per month) quoted by the bidder should not be less than Minimum Wages ([Basic + VDA] per day x 26 days) for **Zone 'A'** for Watch and Ward without Arms as prescribed by as per the Orders of Office of Chief Labour commissioner (C), Ministry of Labour and Employment, Govt. Of India, as applicable as on the last date of submission of Tender.

(2) @@ ESI, PF, Bonus should not be less than the statutory provisions / Act by the Central Government. If the amount/rates quoted are less than the prescribed minimum as stated above, then the bid will be disqualified and rejected. Bidders may restrict the contribution to the statutory minimum which may have to be clearly stated in the price bid above.

(3) If there is revision in the Minimum Wages prescribed by Central Government under Minimum Wages Act. During the currency of the contract, then:

(i) If the revised minimum wages rates are less than the quoted rates, then rates quoted by the bidder will not be enhanced.

(ii) If the revised minimum wages rates are more than the rates quoted by the bidder, then revised minimum wages rates will be considered for reimbursement.

(4) The initial contract period is for one year and may be extended further by IMU-Mumbai Port Campus for a period of one more year, at the option of IMU-Mumbai Port Campus, subject to the satisfactory performance of the contractor at the same rate, terms and conditions of the contract.

(5) In case any additional security guards required by IMU to be posted in future, they would be posted with the existing quoted rates and terms and conditions of the contract.

(6) The number of Security Guards required may increase or decrease as per the requirement of IMU, Mumbai Port Campus.
