



Indian Institute of Management Sambalpur

Sambalpur University Campus, Jyoti Vihar,
Burla, Sambalpur, Odisha – 768019

Tender No: IIMSBP/2020-21/RP/20

Date: 23 March 2021

Notice Inviting Tender for Hiring of Security Services Agency for providing security Personnel at IIM Sambalpur

Indian Institute of Management Sambalpur, having its office at Sambalpur University Campus, Jyoti Vihar, Burla, pin-768019, invites **online bids** in **two bid system** from reputed, experienced and financially sound security service agency for providing security services to IIM Sambalpur at the address provided above.

Tender Description	EMD Value (Rs.)	Contract Period
Tender for Hiring of Security Services at IIM Sambalpur	Rs. 1,95,000/-	One Year

The Tender document can be downloaded from the institute website: <http://www.iimsambalpur.ac.in> and from Central Public Procurement (CPP) Portal <http://eprocure.gov.in/epublish/app> and bid is to be submitted online only through the CPP Portal to the last date & time of submission of the tender.

Critical Dates of Tender:

Sl. No	Particulars	Date	Time
1.	Date & time of online Publication/Download of the Tender	23/03/2021	3.00 pm
2.	Pre-bid query date & time	27/03/2021	11.00 am
3.	Bid Submission Start date & time	24/03/2021	3.30 pm
5.	Bid submission close date & time	13/04/2021	5.00 pm
6.	Opening of Technical bid	19/04/2021	11.00 am

1. ABOUT IIM SAMBALPUR

IIM Sambalpur is an institute of National Importance under MHRD as per IIM Act 2018 passed by parliament. IIM Sambalpur was established in 2015 by MHRD, Govt. of India and is currently operating at Jyoti Vihar, Burla-768019, Sambalpur and the permanent campus will be done in next 2-3 years.

2. EARNEST MONEY DEPOSIT

- a) The contractor/ Agency shall deposit Bid Security (EMD) for an amount of **Rs.1,95,000/-** (Rupees One Lakh Ninety Five Thousand Only) in the form of Demand Draft/ Banker's Cheque/ NEFT from Nationalized/ Scheduled Bank in favour of Indian Institute of Management Sambalpur should be submitted as per **Annexure-I**. The EMD should be valid for a period of 45 days. The bank account details are mentioned below:



BANK DETAILS:

Name: IIM Sambalpur

Bank Name: State Bank of India

Account Number: 36134431122

Bank Address: Sambalpur Burla Main Branch-768019

IFSC Code: SBIN0002034

Email: procurement@iimsambalpur.ac.in

- b) The Bid security (EMD) without interest shall be returned to the unsuccessful bidder after finalization of contract and successful bidder EMD may be adjusted as Security deposit.

The Bid Security will be forfeited in the following conditions: -

- c) If at any stage, any of the information/declaration given by the bidder is found false.
d) If a bidder withdraws his bid during the period of bid validity specified in the terms and conditions of tender.
e) In case of any lapse/default in honouring of the terms and conditions at any stage after submitting the tender.
f) In case of final selection of bidder, if he fails to enter into the contract or fails to furnish Performance Security in accordance with the terms and conditions of the tender.
g) The EMD shall be forfeited, if successful bidder fails to undertake the work.

3. ELIGIBILITY CRITERIA

- a) The bidder should provide Self declaration certificate for acceptance of all terms & conditions of the tender documents in original letter head of the firm/ agency. A duly completed certificate to this effect is to be submitted as per **Annexure-II**.
- b) The firm should be neither blacklisted by any government dept. nor is any criminal case registered/pending against the firm or its owner/partners anywhere in India. A duly completed certificate to this effect is to be submitted as per **Annexure-III**.
- c) The Bidder should be proprietary firm/Partnership firm/Limited Company/Corporate body legally constituted and registered who possess the Licenses, registration, etc., as per Govt. of India norms.
- d) The Bidder shall have at least 10 years' experience of providing Security services in Sate Govt. /Central Government/PSU/Autonomous Body under Government/Govt. Institutions/Educational Institution. Out of 10 years minimum 2 years experience of providing security services in any IIMs/IITs/NITs.
- e) The bidder should attach list of purchase order/work order where the similar type of work executed during the last 10 years as detailed below:
- (i) Three similar works of 40% of the estimated cost OR
(ii) Two similar works of 50% of the estimated cost OR
(iii) One similar works of 80% of the estimated cost



- f) Enclose copy of Income Tax Return for last three financial years, which must have at least 50% of the estimated cost during each of the previous three financial years (2017-18, 2018-2019, 2019-2020).
- g) The details of the above mentioned eligibility criteria needs to be submitted as per the **Annexure-IV** (Technical bid) along with supporting documents.
- h) Audited balance sheet of preceding three years with Income and Expenditure statement and Profit and Loss Account & Audit report of last three years (2017-18, 2018-19, 2019-20) is to be submitted as per **Annexure-V**.
- i) The bidder should have an office in Sambalpur. If not, an office should be opened in Sambalpur within 30 days of the award of the work order.
- j) The bidder shall have the following Registrations and details of the same to be provided in the Technical Bid:
- (i) PF Registration
 - (ii) ESI Registration
 - (iii) GST Registration
 - (iv) Firm Registration
- k) Valid License, issued by Regional Labour Commissioner, Govt. of India or should give an undertaking that the bidder would obtain it positively within 30 (Thirty) days of the award of the work.
- l) Firm should have registered in **Private Security Agencies (Regulation) Act 2005**.

4. BID VALIDITY PERIOD

The bid will remain valid for 3 months from the date of opening of financial bid as prescribed by IIM Sambalpur. A bid valid for a shorter period shall be rejected, being non-responsive.

5. INSTRUCTION FOR PREPARATION & SUBMISSION OF ONLINE BIDS

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

Submission of Online Technical & Financial Bids :

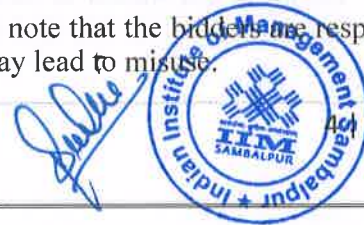
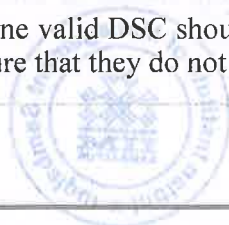
- a) Technical bid should be submitted in PDF format & financial bid should be submitted in Xls. format.



- b) In case of financial bids, a standard BOQ format has been provided in PDF/Xls format. Bidders are required to download the BOQ file and fill their financial offer on the same BOQ format. After filling the same, submit it online in PDF/Xls. format, without changing the financial template format. If the BOQ format file is found to be modified by the bidder, the bid will be rejected.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF formats. Bid documents may be scanned with 100 dpi with black and white option.
- d) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- e) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- f) Kindly upload scanned PDF of all relevant documents in a single PDF file like, compliance sheet, OEM/Principle Certificate etc.
- g) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- h) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for non submission of bids in time or any delay due to other issues.
- i) The technical and financial bids should be submitted online through CPP portal <http://eprocure.gov.in/eprocure/app> in original. The financial bid should include all the cost and other taxes (As per Central govt. norms) mentioned in the BOQ. If there is any separate cost then that will be not acceptable.

6. REGISTRATION

- a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click **here to Enroll**" on the CPP Portal is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sift' / TCS / nCode / eMudhraetc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidder is responsible to ensure that they do not lend their DSC's to others which may lead to misuse.



- f) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

7. SEARCHING FOR TENDER DOCUMENT

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- c) The bidder should make a note of the unique Tender ID assigned to each tender; in case they want to obtain any clarification / help from the Helpdesk.

8. BID EVALUATION

- a) IIM Sambalpur evaluates the Commercial Bid of said Bidders who qualify the eligibility criteria and comply to technical qualification. The eligible bidder who will quote the lowest will be awarded the contract.
- b) In case of **Tie up**, then who has the highest turnover in last financial years (2019-20) will be awarded the contract.

9. SCOPE OF WORK

- a) The Agency shall provide security services by deploying adequately trained and well-disciplined security personnel, who shall safeguard the IIM Sambalpur site, building, movable and immovable assets, equipment and other items at the above address from any thefts, pilferage or damage and also ensure safety of the student, employees, visitors, guests or any other persons working in its complex/premises.
- b) The security personnel shall be deployed round the clock in 3 shifts of 8 hrs. duration at IIM Sambalpur campus to safeguard the premises.
- c) The Agency shall maintain records of the inward and outward movement of Students, Guests & Visitors, Sub Contractor personnel, along with the inward & outward record of materials & vehicles, etc. with a proper check on the same as per instructions given from time to time by Officer In-charge/Chief Administrative Officer.
- d) The security personnel deployed shall take a regular round of the allocated area to maintain vigil/alertness.
- e) The simulated exercise of intrusion/forced entries/various other contingencies like Fire/ floods/ may be carried out once in a month.



- f) The security personnel shall be duly trained in Fire Safety Operations.
- g) The Agency shall keep the Client informed of all the matters of security and co-operate in the investigation of any incident related to security.
- h) The Agency will carry out any other work allotted by this office in an incident of security of the premises.

10. CONTRACT PERIOD

- a) The contract will be initially for a period of one year. Based on the satisfactory performance, the contract may be extended maximum up to another two years on mutually agreed terms & conditions.
- a) IIM Sambalpur can terminate the contract with one month notice period, in case the services are not found satisfactory. In such a case, IIM Sambalpur will pay on actual work basis for the duration for which the services were used during the period in question.

11. PERFORMANCE SECURITY DETAILS

- a) The successful bidder will have to deposit the performance security in the form of Bank Guarantee/ FDR/Account payee Demand Draft @ 5% of the total value of the work order within 10 days from the date of issue of the work order. No interest will be paid by the IIM Sambalpur on the deposit.
- b) Performance security will be refunded to the service provider, after it duly performs and completes the contract/warranty period in all respect.
- c) Performance Security will be fortified if the firm fails to perform/abide by any of the terms or conditions of the contract.
- d) In case, the firm fails to provide the required services within specified time period, the same services will be obtained from open market and the cost for the same will be recovered from the Performance Security or from the bills of from both in case the recoverable amount exceeds the amount of performance security.
- e) In case, the contract is being renewed/extended up to one/two years, the service provider has to submit the renewed performance Security @ 5% of the contract value.

12. PAYMENT TERMS

- a) The payment will be made as per monthly invoice raised on the actual personnel supplied by the vendor and based on the copy of attendance sheet register jointly signed by the representative of the department and contractor.
- b) The payment will be made as per the approved Central Govt. Minimum Wages rate mentioned above and can only be revised time to time according to the amendments and notification effecting Labour rates, the copy amendments and notification effecting Labour rates of latest should be enclosed with the claim of month bill.



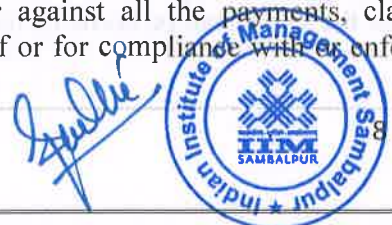
- c) Copy of previous month PF challan and ESIC deposits should also be submitted with every bill as payment proof then only the amount of PF & ESIC will be paid.

13. OTHER TERMS & CONDITIONS

- a) Deployment of the security personnel is without prejudice to the right of Chief Administrative Officer/ Officer in charge at IIM Sambalpur to deploy the security personnel in any other number or manner considered to be more suitable in the interest of the IIM Sambalpur.
- b) The Agency shall ensure that the security personnel deputed are healthy and not more than 50 years of age. The Agency will get their antecedents, character and conduct verified and to submit an undertaking certificate.
- c) The full particulars of the personnel to be deployed by the Agency including their names & address shall be furnished to the Chief Administrative Officer/ Officer in charge, IIM Sambalpur along with testimonials (Aadhar Card/Voter ID before they deployed for the job.
- d) All Security Personnel should submit their police verification report from the local Police station.
- e) The Agency shall not be deployed or shall discontinue deploying the person(s), if so desired the Chief Administrative Officer/ Officer in charge, at any time without assigning any reason whatsoever.
- f) A local representative of Agency shall be In-charge of the security and shall be responsible for the efficient rendering of the service under the contract. The security personnel shall be equipped with latest communication systems/mobile. Night guards shall be equipped with proper protection and lighting devices. While working at the premises of IIM Sambalpur, they shall work under directives and guidance of the Chief Administrative Officer/Officer in charge and will be answerable to the Chief Administrative Officer/ officer in charge; This will, however, not diminish in any way, the Agency's responsibility under contract to the IIM Sambalpur.
- g) The Agency shall deploy security guards trained in all facets of security work, including firefighting. The Agency shall provide necessary undertaking and documentary evidence in this regard.
- h) The Agency shall ensure that any replacement of the personnel, as required by the Chief Administrative Officer / Officer in charge, IIM Sambalpur for any reason specified or otherwise, shall be affected promptly without any additional cost to the IIM Sambalpur. If the agency wishes to replace any of the personnel the same shall be done with the prior concurrence of the Chief Administrative Officer/ Officer in charge, IIM Sambalpur at Agency's cost.
- i) The Agency shall provide reasonably good, neat & clean uniform with name badges to its personnel deployed at IIM Sambalpur site at its own cost and ensure that they are used the personnel deployed and are maintained in good condition. The incidentals, such as belt, shoes, socks, masks, sanitizer, gloves, caps, umbrella, torch with the cell, came stick, etc. shall be borne/supplied by the Agency at its cost.
- j) The Agency shall provide 9 to 15 Black commando uniform to its security personnel who will be deployed at Reception area, Director Office & Director Residence of IIM Sambalpur and the cost for the same shall be borne by the agency.



- k) The Agency shall ensure that the personnel deployed at IIM Sambalpur are disciplined and do not participate in any activity prejudicial to the interest of the IIM Sambalpur/MoH & fw/Govt. Of India/any State or any Union Territory.
- l) In the case of any theft or pilferages, loss or other offences, the agency will investigate and submit a report to the Chief Administrative Officer/ Officer in charge at IIM Sambalpur.
- m) The Agency shall provide the accommodation to all security personnel at its own cost.
- n) The agency shall ensure that security staff appointed by them is fully loyal-to and assist the Chief Administrative Officer/ Officer in charge, IIM Sambalpur during the normal period a well during the strike and other emergencies for the protection of personnel and property both movable and immovable to the entire satisfaction of the IIM Sambalpur.
- o) In case of any Theft/ loss that occurs in IIM Sambalpur due to lapse on the part of the security personnel discharging security responsibility. This Theft/ loss will be borne by the Agency and in this connection Chief Administrative Officer/ Officer in charge, IIM Sambalpur shall have the right to deduct the appropriate amount from the bill of contracting agency to make good such loss to IIM Sambalpur besides imposition of penalty.
- p) In the event of any security personnel being on leave/absent, the agency shall ensure suitable alternative arrangement to make up for such absence. To meet such eventualities, the agency shall make provision for leave reserve.
- q) As and when the Chief Administrative Officer/ Officer in charge, IIM Sambalpur requires additional security strength on the temporary or emergent basis, the Agency will depute such security personnel under the same terms and conditions.
- r) The Agency shall arrange to maintain the daily shift-wise attendance record of the security personnel deployed by its showing their arrival and departure time. The Agency shall submit to the Chief Administrative Officer/ Officer in charge, IIM Sambalpur an attested photocopy of the attendance record and enclose the same with the monthly full.
- s) There would be no increase in rates payable to the Agency during the Contract period except reimbursement of the Statutory Wages received by the Central Government.
- t) The Income-Tax as applicable shall be deducted from the bill unless exempted by the Income-Tax Department.
- u) The Security personnel deployed by the Agency shall have at least the minimum elementary knowledge of reading and writing to us to be able to make entries in the registers kept at the security desk/booth whenever required and also to write their in the Attendance Register and mark their arrival and departure by signing in the register.
- v) In the case of non-compliance /non-performance of the services according to the terms of the contract, the Chief Administrative Officer/ Officer in charge, IIM Sambalpur shall be at liberty to make suitable deductions from the bill without prejudice to this right under other provisions of the Contract.
- w) The Agency shall be solely liable for all payment, dues of the Workers employed and deployed by it. The Agency shall fully indemnify IIM Sambalpur against all the payments, claims and liabilities whatsoever incidental or directly arising out of or for compliance with or enforcement



of the provisions of any of the Labour or other laws to the extent they apply to establishment/work in IIM Sambalpur premises/facility.

- x) The decision of IIM Sambalpur regarding the interpretation of the Terms & Conditions and the Agreement shall be final and binding on the Agency.
 - y) In the case of any dispute between the Agency and IIM Sambalpur, IIM Sambalpur shall have the right to decide. However, all matters of jurisdiction shall be at the local courts located at Sambalpur.
 - z) IIM Sambalpur reserves the right to relax/amend/withdraw any of the terms and conditions contained in the tender document without assigning any reason thereof. Any inquiry after submission of the tender will not be entertained.
- aa) Conditional tenders shall not be considered.
- bb) IIM Sambalpur reserves the right to modify/change/delete/add any further terms and conditions prior to issue of Work order. IIM Sambalpur may issue corrigendum on CPP Portal before due date of submission of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if any, issued by IIM Sambalpur. The bidder is not supposed to incorporate the amendment in the body of the tender document.
- cc) Conditional tenders shall not be considered. Bidders are also advised to visit the IIM Sambalpur campus site, inspect and understand the work before submitting the bid.

dd) The pre-bid queries should be sent online to the email id: procurement@iimsambalpur.ac.in only on 27/03/2021.

(i) Termination for Insolvency

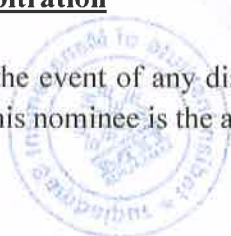
IIM Sambalpur may terminate the Tender process at any time and without assigning any reason. IIM Sambalpur makes no commitments, express or implied, that its process will result in a business transaction with anyone.

(ii) Force Majeure

- a) Should any force majeure circumstances arise, each of the contracting parties is excused for the non fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 15 days of its occurrence informs in a written form the other party.
- b) Force majeure shall mean fire, flood, natural disaster or other acts such as war, turmoil, sabotage, explosions, epidemics, quarantine restriction, strikes and lockouts i.e. beyond the control of either party.

(iii) Arbitration

- a) In the event of any disputes or difference arising under this service, the Director, IIM Sambalpur or his nominee is the arbitrator and the decision of the arbitration will be binding on both parties.



- b) The court of Sambalpur alone will have the jurisdiction to try any matter, dispute or difference between the parties arising out of this work/service. It is specifically agreed that no court outside and other than Sambalpur court shall have jurisdiction in the matter.

IIM Sambalpur may issue amendment/corrigendum to tender documents before due date of submission of bid. If any amendment/corrigendum to the tender document issue by IIM sambalpur will be posted on CPP Portal (Central Public Procurement) and IIM Sambalpur website (www.iimsambalpur.ac.in). It is bidder responsibility to check for any amendment/corrigendum on CPP Portal and the website of IIM sambalpur before submitting their duly completed bids.



ANNEXURE-I

To,
Administrative Officer (Purchase)
Indian Institute of Management Sambalpur
Sambalpur University Campus
Jyoti Vihar, Sambalpur - 768019
Odisha

Subject: Submission of Earnest Money Deposit (EMD)

Ref:- Tender No. IIMSBP/2020-21/RP/20 dated 23/03/2021

(Notice Inviting Tender for Hiring of Security Services Agency for providing Security Personnel at IIM Sambalpur)

Dear Sir/Madam,

The following DD/Banker Cheque/NEFT in favour of IIM Sambalpur are enclosed herewith towards EMD (Earnest Money Deposit):

Details of DD/Banker Cheque/NEFT	DD/Banker Cheque/NEFT Number	DD/Banker Cheque/NEFT Amount	DD/Banker Cheque/NEFT Date	Bank Name
EMD		Rs.1,95,000/-		

Thanking You

Yours faithfully,

(Authorized Signatory with Seal)



ANNEXURE-II

To,
Administrative Officer (Purchase)
Indian Institute of Management Sambalpur
Sambalpur University Campus
Jyoti Vihar, Sambalpur - 768019
Odisha

Subject: Self Declaration Certificate

Ref:- Tender No. IIMSBP/2020-21/RP/20 dated 23/03/2021

(Notice Inviting Tender for Hiring of Security Services Agency for providing Security Personnel at IIM Sambalpur)

Dear Sir/Madam,

With reference to the above, I am/ We are offering our competitive bids for Notice Inviting Tender for Hiring of Security Services Agency for providing Security Personnel at IIM Sambalpur I / We hereby reconfirm and declare that I / We have carefully read, understood and complying the above referred tender document including instructions, terms and conditions and all the contents stated therein.

I / We also confirm that the rates quoted by me/us are inclusive of all taxes, duties etc, applicable as on date and are for IIM Sambalpur.

Date:

Authorized Signatory with seal:

Name:

Place:

Designation:

Contact No.

Email id:



ANNEXURE-III

Non Blacklisted Certificate

(To be provided on the original Letter head of the firm)

I hereby certify that the above firm neither blacklisted by any Central / State Government / Public Undertaking / Institute nor is any criminal case registered/pending against the firm or its owner/partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case, at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory with seal:

Name:

Place:

Designation:

Contact No.

Email id:



ANNEXURE-IV

(Notice Inviting Tender for Hiring of Security Services Agency for providing Security Personnel at IIM Sambalpur)

TECHNICAL BID

Sl. No	Technical Criteria	Details (As per Supporting Documents)
1.	Name of the Firm/Agency	
2.	Name of the Director of the Firm/Agency	
3.	Full address of the Registered Office	
4.	Firm/Agency Email id	
5.	Name & mobile no. of the contact person	
6.	Date of Incorporation of the Firm/Agency	
7.	Full address of the Operating branch/office in Odisha	
8.	<u>Bank Account Details</u> Account Holder Name: Account No: IFSC Code: Bank Name: Branch Address:	
9.	GST Registration Number	
10.	Firm Registration Number	
11.	PASARA License Number	
12.	PF Registration	
13.	ESIC Registration	
14.	Labour License	
15.	The bidder should provide self declaration certificate for acceptance of all the terms & conditions of tender documents.	
16.	The firm should be neither blacklisted by any government department nor there any criminal	



	case registered/pending against the firm or its owner/partners anywhere in India.	
17.	The bidder should be proprietary firm/partnership firm/limited company/corporate body legally constituted and registered who posses the licenses, registration, etc., as per Govt. of India norms	
18.	The bidder shall have at least 10 years experience of providing security services in state govt./ Central government/ PSU/ Autonomous body under government/govt. institutions/ Educational Institution. Out of that minimum 2 years experience of providing security services in any IIMs/IITs.	
19.	The bidder should attach list of work order where the similar type of work executed during the last 10 years as detailed below: (i) Three similar works of 40% of the estimated cost OR (ii) Two similar works of 50% of the estimated cost OR (iii) One similar works of 80% of the estimated cost	
20.	Enclose copy of Income Tax Return for last three Financial years, which must have at least 50% of the estimated cost during each of the previous three financial years (2017-18,2018-19, 2019-20)	
21.	The bidder should have an office in Sambalpur. If not a office should be opened in Sambalpur within 30 days of the award of the work order.	

Date:

Authorized Signatory with seal:

Name:

Place:

Designation:

Contact No.

Email id:



ANNEXURE-V

Annual Turnover Details

<u>Evaluation Criteria</u>	<u>Financial Year</u>	<u>Turnover in (Rs.)</u>	<u>Remarks</u>
Bidders Annual Turnover for last three years	2017-18		Supporting documents are need to be attached along with the Annexure-V
	2018-19		
	2019-20		

Date:

Authorized Signatory with seal:

Place:

Name:

Designation:

Contact No.

Email id:



ANNEXURE-VI

Financial Bid (BOQ)

Validate Print Help

Item Wise BoQ

Tender Inviting Authority: <IIM Sambalpur >

Name of Work: < Tender for Hiring of Security Services Agency for Providing Security Personnel at IIM Sambalpur >

Contract No: < 7064410817 >

Name of the Bidder/
Bidding Firm /
Company :

PRICE SCHEDULE

(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	No. Of Security Personnel	Units	Per day wage rate (as per central govt. minimum wage rate)	Monthly wage Rate	Number of working days in a month	Total Monthly Wage Rate (Amount in Rs.)	Total Yearly Wage Rate (Amount in Rs.)	TOTAL AMOUNT In Words
1	2	4	5	6	7	8	13	14	15
1.01	Supervisor	1	Nos.	603		30	0.00	0.00	INR Zero Only
1.02	Security Personnel (Male)	25	Nos.	603		30	0.00	0.00	INR Zero Only
1.03	Security Personnel (Female)	4	Nos.	603		30	0.00	0.00	INR Zero Only
1.04	PF (As per Central govt. norms)						0.00	0.00	INR Zero Only
1.05	ESIC (As per Central govt. norms)						0.00	0.00	INR Zero Only
1.06	Bonus (As per Central Govt. norms)						0.00	0.00	INR Zero Only
1.07	GST (As per Central Govt. norms)						0.00	0.00	INR Zero Only
1.08	Any other charges						0.00	0.00	INR Zero Only
Total in Figures							0.00	0.00	INR Zero Only
Quoted Rate in Words									INR Zero Only

The above Financial bid/ BOQ uploaded in the CPP portal is to be filled online & submit the same in CPP Portal itself. It is clarified that the consolidated and all-inclusive quoted rates should contain the component less than or equal to the minimum wages of Govt. of India to be provided along with the copy of the Central Govt. Order on minimum wages to facilitate revision of rate whenever minimum wages are revised by the Central Govt. and should contain the break-up in the following manner.



Note:

1. IIM Sambalpur may ask to depute additional Security Guards as and when needed and also reduce them if required.
2. The rate is inclusive of one weekly off.
3. The requirement of Security guards during April, May, June will be less due to no student activity at that time.
4. The Security Guards would be required from 24th April 2021.
5. No other extra/hidden charges would be payable to service provider.
6. There would be no increase in rates during the contract period except provision mentioned under the payment terms & conditions of the tender.

Declaration by the bidder:

This is to certify that I/we before signing his tender have read and fully understood all the terms & Conditions contain herein and undertake myself/ourselves to abide by them.

Name:

Signature of the bidder with seal

Address:

Seal

Contact No.

Email id.



Handwritten signature in blue ink.

