



भा.कृ.अनु.प -केन्द्रीय रोपण फसल अनुसंधान संस्थान, अनुसंधान केंद्र, किदु, नेट्टना-
574230, कर्नाटका, भारत
ICAR- CENTRAL PLANTATION CROPS RESEARCH INSTITUTE
Research Centre
Kidu, Nettana-574230, Karnataka, India



Ph.08251-262221, 262355 Fax : 08251 262221
Email: sicrckidu.cpcri@icar.gov.in Website: <http://www.cpcri.gov.in/>

No.F.211-1/2014/Security Guard

Dated 02.08.2016

SHORT RE-TENDER NOTICE

The Scientist In-charge, CENTRAL PLANTATION CROPS RESEARCH INSTITUTE, RESEARCH CENTRE, Kidu, Nettana is inviting sealed tenders in the name of The Scientist-in-charge, CPCRI, RC, Kidu for 'Security Job Contract' for the points detailed below from reputed and registered contractors (those possessing approved labour license, shop establishment registration certificate, EPF code number etc.). The tenderer has to pay wages to the security guards as per the norms and approved rates of the Central Government. The tenderer has to mention clearly the service charges, their commission/profit etc. in the tender document. The non transferable tender document containing schedule of security jobs and terms & conditions can be obtained from the Scientist In-charge, CPCRI, RC, Kidu on payment of non- refundable amount of Rs. 250/- (Rupees Two hundred and fifty only) in the form of DD drawn in favour of ICAR Unit, CPCRI Kasaragod, Payable at Kasaragod. The tender forms can also be downloaded from CPCRI website www.cpcri.gov.in and the cost (Rs. 250/-) of tender documents should be enclosed with their bids in the form of Demand Draft as above failing which it will be rejected.

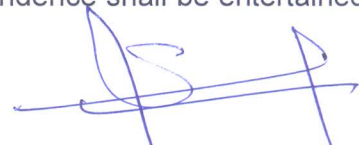
Shift duty (8 hours)

- First shift - 05.00 PM to 1.00 AM (2 guards, Patrolling in Old and New area)
Second shift - 01.00 AM to 09.00 AM (2 guards, Patrolling in Old and New area)
Day duty - 09.00 AM to 05.00 PM (1 guard at main gate)
Office first shift - 05.00 PM to 01.00 AM (1 guard near Office Building)
Office second shift - 01.00 AM to 09.00 AM (1 guard near Office Building)
Total 7 guards for three shifts including patrolling duty guards

Note: Persons who can communicate in Kannada are to be posted

The duly completed sealed tenders will be received latest up to 15.00 hrs on **22.08.2016** and tenders (Technical bid) will be opened on the same day at 15.30 hrs in the presence of the intended tenderer or his authorized nominee. An **EMD** of Rs. **20,000/-** (Rupees Twenty thousand only) should be deposited in the form of crossed Demand Draft drawn in favour of **ICAR Unit, CPCRI, Kasaragod, payable at Kasaragod** failing which the tender will be rejected. **Those who have submitted EMD in response to earlier tender dated 05.03.2016 need not attach EMD. However, details of EMD submitted may be furnished.** Tenders received after due date and time will not be accepted.

The Scientist-in-charge, CPCRI, RC, Kidu reserves the right to accept or reject any or all tenders without assigning any reason thereof. No correspondence shall be entertained in this regard.



Scientist-in-charge



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Fax : 08251 262221
Website: <http://www.cpcri.gov.in/>

TENDER FOR SECURITY SERVICES – 2016-17

TENDER ISSUED TO:



Scientist-in-charge



भा.कृ.अनु.प -केन्द्रीय रोपण फसल अनुसंधान संस्थान, अनुसंधान केंद्र, किदु, नेट्टना-
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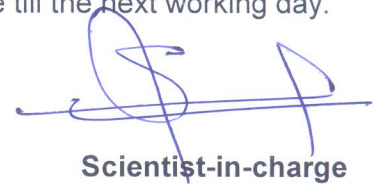
Fax : 08251 262221
Website: <http://www.cpcri.gov.in/>

INVITATION TO TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING THE JOB WORK CONTRACT FOR PROVIDING SECURITY SERVICES AT CENTRAL PLANTATION CROPS RESEARCH INSTITUTE, RESEARCH CENTRE, KIDU, NETTANA.

- A) Cost of Tender Form Rs. 250/- (Rupees Two hundred and fifty only)
- B) Last date of receipt of Tenders in the office of CPCRI, RC, Kidu is up to 15.00 hrs on **22.08.2016**
- C) Tenders (Technical Bids) to be opened at 15.30 hrs on **22.08.2016**.
- D) Tender remain valid for acceptance up to 90 days from the date of opening
- E) The Tender document is also available at our website www.cpcri.gov.in and the cost of tender documents should be enclosed with their bids in the form of Demand Draft / Pay Order in favour of 'ICAR Unit, CPCRI Kasaragod, payable at Kasaragod, failing which it will be rejected.

NOTE

1. The Scientist-in-charge, Central Plantation Crops Research Institute, Research Centre may at his own discretion, extend this date by a fortnight and such extension shall be binding on Tenderers.
2. If the date up to which the Tender is open for acceptance is declared to be a holiday the Tender shall be deemed to remain open for acceptance till the next working day.


Scientist-in-charge



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Note: All communications must be addressed to Scientist In-charge, ICAR- CPCRI, RC,
Kidu, Nettana – 574 230

To

Dear Sir(s),

Sealed tenders are hereby invited on behalf of the Scientist-in-charge, ICAR- Central Plantation Crops Research Institute, Research Centre, Kidu, Nettana 574 230 for PROVIDING SECURITY SERVICES CONTRACT at ICAR- Central Plantation Crops Research Institute, Research Centre, Kidu. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tender forms and its schedules. Please submit your rates in the tender form if you are in position to furnish the requisite services in accordance with the requirements stated in the attached schedules.

1. An **earnest money (EMD) of Rs. 20,000/-** (Rupees Twenty thousand only) must be deposited in the form of demand draft/pay order payable to "ICAR Unit, CPCRI, Kasaragod" payable at Kasaragod. The particulars of the earnest money deposited must also be super scribed on the top of the envelope by indicating the draft/pay order number and date, failing which the tenders will not be opened. The tenders will not be considered if earnest money is not deposited with the tenders.

Note: Those who have already submitted EMD in response to the earlier tender dated: 05.03.2016 need not attach EMD. However, the details of EMD submitted may be furnished.

2. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tender, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer

will be refunded to him after he has applied for the same, in the manner prescribed by the Institute.

3. The Schedules of the tenders form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the Tender form. If any modifications of the schedule are considered necessary, it should be communicated by means of a separate letter along with the tenders. Overwriting / erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.

4. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of

- (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or
- (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or
- (iii) constituted attorney of the firm if it is a company.

5. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.

6. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority term bind such other and if, on enquiry it appears that the persons so signing had no authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Institute shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules of tenders and annexure, if any, should be signed by the tenderer.

7. The original copy of the tenders is to be enclosed in double cover. The inner cover should be sealed. The outer cover should be super scribed. "THE CONTRACT FOR PROVIDING SECURITY SERVICE CONTRACT at ICAR- Central Plantation Cops Research Institute, Research Centre, Kidu with address of this office and the tenderer shall place two envelops clearly marked containing '**technical bid**' and '**financial bid**' separately in the main envelop. All tenders should be sent by Registered Post. Tenders which are to be hand delivered should be put in the tender box, which will be kept in the office of the Scientist Incharge, ICAR- CPCRI, Research Centre, Kidu not later than **22.08.2016**.

8. The rates quoted by each firm for job/service security contract in tenders be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the

tenders on tenderer's behalf should be indicated in the tenders. Name and address of permanent representative of the tenderer if any may also be indicated.

9. The Institute is not bound to accept the lowest or any other tenders and also reserve itself the right of accepting the tenders in whole or in part. You are however at liberty to tenders for the whole or any portion or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional Tenders will not be accepted.

10. An amount of 10% of the tendered amount as a Security Deposit for the contract is to be deposited by the selected agency/successful tenderer only after receiving a communication from the Institute. In the event of non-deposition of the same, the earnest money shall be forfeited.

11. No interest on security deposit and earnest money deposited shall be paid by the Institute to the tenderer.

12. Service tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and Institute will not entertain any claim whatsoever in this respect. However the service taxes or any other tax which is as per the rules of the Govt. shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by government.

13. Scientist in Charge, ICAR- CPCRI, RC, Kidu reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.

14. Scientist in Charge, ICAR- Central Plantation Crops Research Institute, Research Centre, Kidu shall be the final authority for any aspect of the contract and binding to all parties. Disputes arising if any, on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement/dispute shall be referred to the sole arbitrator to be appointed by the Scientist-in-charge, ICAR- CPCRI, RC, Kidu. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.

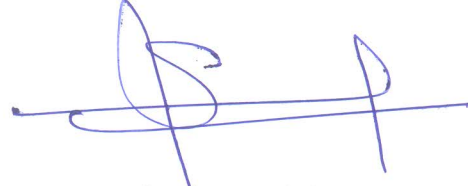
15 Acceptance by the Institute will be communicated by email/ express letter or any other form of communication. Formal letter of acceptance and work order of the tenders will be forwarded as soon as possible, but the earlier instructions in the in the email/express letter etc. should be acted upon immediately.

16. The following documents/vouchers are required to be enclosed with the tenderers form which are the terms and conditions of the tender's document:

- a. Registration certificate of the firm under the work contract of the State Govt./Central Govt./N Ct/UT.
- b. Minimum turnover of the firm not less that Rs. 10,00,000/- (Rupees Ten lakhs only) during the last financial year.
- c. Experience of the firm in the field of providing such services in Central Government/Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organizations. Provide the details in enclosed tabular form.
- d. Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.

- e. Duly certified copies of the satisfactory services where the tenderer had provided the services.
- f. Employees EPF registration certificate issued by appropriate authority.
- g. The contractor/agency must have a registration with the Contractor Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act.
- h. Nos. of staff/supervisors registered with their EPF separately. Minimum 20 Nos. (staff/supervisors) required with their EPF contributions. Documentary proof of vouchers to be required and may be attached.
- i. Successful Tenderer will have to enter into a detailed contract agreement with Institute/(ICAR) on non-judicial stamp paper worth 100/- (Rupees one hundred only) for each work.
- j. Only those firms which qualify technical bid will be considered for financial bid.

Note: The technical bids and financial bids may be submitted in separate envelopes to be sealed and put in a main cover.



Assistant Administrative Officer
वैज्ञानिक अधिकारी Scientist-III
केंद्रीय रोपण फसल अनुसंधान संस्थान
Central Plantation Crops Research Institute
अनुसंधान केंद्र किडु Research Centre, Kidu

**TENDERS FOR THE CONTRACT FOR SERVICE CONTRACT FOR PROVIDING
SECURITY SEVICE CONTRACT
at ICAR- Central Plantation Crops Research Institute, Research Centre, Kidu, Nettana,
DK**

Full Name & Address of the Tenderer
In addition to Post Box No., if any, should be
quoted in all communications to this Office
Telephone No:
Telegraphic Address/FAX/Cellular No.
E-Mail address
From

To

The Scientist-in-charge
CPCRI, RC, Kidu, Nettana-574 230

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for **THE SERVICE CONTRACT FOR PROVIDING SECURITY SERVICE CONTRACT** at Central Plantation Crops Research Institute, Research Centre, Kidu and agree to provide the services as detailed in the schedule herein to such portion thereof as you may specify in the acceptance of the Tender at the rates give in Schedule-I to this tender and I/We agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.

1. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
2. The following pages have been added to and form a part of this Tender - - - - - The schedules-1 & II to accompany this Tender are at pages
3. Every page so attached with this Tender bears my signature and the office seal.
4. Pay order/DD No. of ₹. (Rupees only) drawn in favour of ICAR Unit, CPCRI, Kasaragod payable at Kasaragod is enclosed as earnest money required.

Yours faithfully,

Signature & seal of the Tenderer

Witness:
Address:

Tel. No. Office
Residence
Mobile

Occupation:

Signature of witness of contractor's signature
Address Name & Signature of witness
Address

PART – 1

1. Name of the firm/Agency
2. Full address with post box No.
and Telephone No. if any
3. Constitution of the firm. Agency
(Attached copy)
Indian companies Act, 1956
Indian Partnership Act, 1932
(Please give names of partners)
Any other Act, if not, the owners
4. For partnership firms whether Registered
under the Indian Partnership Act, 1932,
Please state further whether by the
Partnership agreement to arbitration
has been conferred on the partner who
has signed the Tender
 - a. if answer to the above is in negative
whether there is any general power
of attorney executed by all the partner
who has signed the Tenders to refer
dispute condemning business of the
partnership to arbitration
 - b. if the answer to above is in point one and two
the alternative please furnished a copy of either
the partnership agreement or the general power
of attorney as the case may be admitted by
affidavit on a properly stamped paper by all partner
5. Name and full Address of your Banker's:
6. Your Permanent Income Tax No./Circle/Ward
7. Any other relevant information:

PART-II

8. Earnest Money Deposited Yes/No

PART- III

9. Name and Address of the firm's representative
and whether the firms would be representing
At the opening of the Tenders
10. Name of the Permanent Representative to be
visiting CPCRI, RC, Kidu regarding the contract

Date:

Place:_____.

AUTHORISED SIGNATORY

