

2(24)/2014-15/ग्वा/

23/03/2017

:: टेंडर नोटिस ::

इस कार्यालय में सिक्योरिटी सर्विस की ड्यूटी हेतु वित्तीय वर्ष 2017-2018 की अवधि के लिए दो सिक्योरिटी गार्ड व पार्ट-टाईम (3 घंटे) स्वीपर जो कार्यालय की साफ-सफाई एवं पानी भरने इत्यादि की सर्विसेज की सेवाओं की आवश्यकता है। सिक्योरिटी सर्विस हेतु सलंगनक के अनुसार नियम एवं शर्तों के आप अपने कुटेशन/टेंडर पत्र जारी होने की दिनांक से 15 दिवस के अंदर कार्यालय में प्राप्त हो जाना चाहिए। कुटेशन सील बंद होना चाहिए, कुटेशन के लिफाफे के ऊपर कुटेशन, संदर्भ संख्या लिखा होना चाहिए। कुटेशन सहायक निदेशक प्रभारी, एमएसएमई - विकास संस्थान, शाखा ग्वालियर के नाम से होना चाहिए। कुटेशन/टेंडर को भारत सरकार के श्रम एवं रोजगार मंत्रालय द्वारा जारी आदेशानुसार सेवाएँ ली जावेगी तथा उन्हीं के कोटेशन मान्य किये जावेगें, जसमें प्रत्येक शुल्क का स्पष्ट उल्लेख हो। किसी भी पार्टी के कुटेशन मान्य या अमान्य करने का पूर्ण अधिकार कार्यालय को रहेगा।

टेंडर डिटेल इस प्रकार से है :-

- 1 अंतिम तिथि - 15/03/17 शाम 5 बजे तक
- 2 बीड ओपनिंग डेट - 16/03/17 सुबह 12 बजे
- 3 टेंडर वैल्यू - 400000 (चार लाख)लगभग अनुमानित.



(बी.आर.चाडोकर)
सहायक निदेशक (यांत्रिक)/प्रभारी

ANNEXURE-I.

TERMS AND CONDITIONS.

- 1 / All service shall be performed by persons qualified and skilled in performing such service as per the eligibility criteria.
- 2/ The persons supplied by the Agency should not have any Police records/criminal cases against them. The Agency should make adequate enquiries about the character & antecedents of the persons whom they are that deployed.
- 3/ The service provider shall engage necessary person as required by the BR-MSME-DI, GWALIOR from time to time . The said persons engaged by the service provider shall be the employee of the service provider and it shall be the duty of the service provider to pay their salary every month. There is no Master & Servant relationship between the employee of the service provider and this Br-MSMME-DI-Gwalior and further that the said person of the service provider shall not claim any absorption
- 4/ The Service provider's person shall not claim any benefit/compensation /absorption /regularization of service from in the Ministry under the provision of Industrial Disputes Act,1947 or Contract Labor (Regulation & Abolition Act,1970. Undertaking from the person to the this effect shall be required to be submitted by the service provider to the BR-GWALIOR
- 5/ The service provider personnel shall not divulge or disclose to any person .any details of office operational process technical know-how security arrangement administrative / organizational matters as all are of confidential /secret nature.
- 6/ The service provider shall ensures that personnel working should be polite, cordial positive and efficient while handling the assigned work and their actions shall promote goodwill and enhance the image of Br-MSME-DI,GWALIOR The service provider shall be responsible for any act of indiscipline on the part of persons deployed by him.
- 7/ That the persons deputed shall not be below the age of 18 years and they shall not interfere with the duties of the employees of the BR-MSME-DI-Gwalior.
- 8/ The Br-Gwalior may require the service provider to dismiss or remove from the site of work any person of persons employed by the service provider. who may incompetent or for his / her /their misconduct and the service provider shall for comply with such requirements . The Service provider shall replace immediately any of its personnel, if they are unacceptable to the Br-Gwalior because of security risk incompetence conflict of interest and breach of confidentiality or improper conduct upon receiving written notice from office.
- 9/ The service provider shall ensure proper conduct of his person in office premises, and enforce prohibition of consumption of alcoholic drink , paan, smoking loitering without work.
- 10/ The Transportation ,food, medical and other statutory requirement in respect of each personnel of the service provider shall be the responsibility of the service provider
- 11/ Working hours would be normally 8 1/2 hrs per day from 9.30 to 6.00 pm. During working day .including half hour lunch in between . However in exigencies of work, they may be required to sit late and the personnel may be called on Saturday, Sunday and other gazetted holiday if required They may be paid extra wages as per the the rates approved .
- 12/ That the agency will wholly and exclusively responsible for payment of wages to the persons engaged by it in compliance of all the statutory obligations under all related legislation as applicable to it from time to time including minimum wages Act, Employees Provident fund, ESI Act etc. and the BR-MEMEDI-Gwalior shall not incur any liability for any expenditure whatsoever on the persons employed by the agency on account of any obligation.

13/ The service provider will submit the bill in duplicate in respect of a particular month in the first week of the next month. The payment will be released by the third week of the following month after deduction of taxes deductible at source under the laws in force.

14/ Payment to the service provider would be strictly on certification by the officer with whom watch and ward person are attached that his services were satisfactory and attendance as per the bill preferred by the service provider.

15/ No wage/ remuneration will be paid to any staff the days of absence from duty.

16/ The service provider will provide the required personnel for a shorter period also in case of any exigencies as per the requirement of this BE MSMS-DI-Gwalior

17/ The service provider shall be contactable at all times and message sent by phone /email/fax/Special messenger from BR-MSMEDI,Gwalior to the service provider shall be acknowledged immediately on receipt on the same day , The service provider shall strictly observe the instructions issued by the Br-Gwalior in fulfillment of the contract from time to time.

18 The Br-Gwalior shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings equipment or vehicles of the personnel of the service provider.

19/ That the agency on its part and through its own recourses shall ensure that the goods, materials and equipments etc. are not damaged in the process of carrying out the services undertaken by it and shall be responsible for acts of commission and omission on the part of its staff and its employees etc. If the Br-MSME-DIGwalior suffers any loss or damage on account of negligence, default or theft or theft on the part of the employee of the agency, then the agency shall be liable to reimburse to the BR- MSME-DI Gwalior for the same . The agency shall keep the BR MSME-DI,GWALIOR fully indemnified against any such loss or damage.

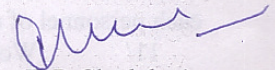
20/ The service charges / rates quoted by the agency shall be fixed for a period of one year and no request for any change /modification shall be entertained before expiry of one year , Any statutory increase in wages/DA etc. is to be absorbed by the service provider. The contract/agreement is extendable by another Six month subject to satisfactory performance of the agency and such amendments as mutually agreed to.

21/ The service provider shall not assign, transfer, pledge or sub contract the performance of service without the prior written consents of this office.

22/ However the service can be terminated by either parts giving one month's notice in advance . If the agency fails to give one month notice in writing for termination of the service then one month 's wages etc. and any amount due to the agency from the Br-MSME-DI,Gwalior shall be forfeited by the BE-MSME-DI,GWALIOR..

Date:

Your faithfully



(B.R.Chadokar)

Asstt. Director(Mech)/I/c