

राष्ट्रीय बीज निगम लिमिटेड
(भारत सरकार का उपक्रम-मिनीरत्न कंपनी)
681-690, बीज भवन, मार्केट यार्ड, गुलटेकडी, पुणे- 411037

दूरभाष संख्या 020-24264587
फैक्स 020-24272584

सुरक्षा प्रहरी की सेवा लेने हेतु निविदा आमंत्रण सूचना।

राष्ट्रीय बीज निगम लिमिटेड, पुणे अपने पुणे, औरंगाबाद, जलगाँव एवं अमरावती कार्यालय परिसर पर सेवाप्रहरी की सेवा लेने हेतु पंजीकृत सेवाप्रदाताओं से निविदा आमंत्रित करती है। निविदादाता निविदा के फार्म , नियम एवं शर्तों की प्रति राष्ट्रीय बीज निगम के वेबसाइट www.indiaseeds.com से तथा उपरोक्त पते एवं रा.बी.नि. लिमिटेड जलगाँव, अमरावती एवं औरंगाबाद से किसी भी कार्यदिवस के दिन निम्नानुसार प्राप्त कर सकते हैं -

इकाई	संख्या	फार्म की कीमत (5%वैट के साथ)	फार्म प्राप्त करने की तिथि	क्षेत्रीय कार्यालय पुणे में निविदा जमा की तिथि	प्राप्त निविदा को खोलने की तिथि
पुणे एवं औरंगाबाद	03 प्रति इकाई	रु 315/ प्रति इकाई	15.07.13 से 04.08.13	05.08.13 दोपहर 0100 बजे तक	05.08.13 दोपहर 0230 बजे
जलगाँव एवं अमरावती	क्रमशः 06 एवं 03	रु 315/ प्रति इकाई	15.07.13 से 06.08.13	07.08.13 दोपहर 0100 बजे तक	07.08.13 दोपहर 0230 बजे

रा.बी.नि. लिमिटेड की वेबसाइट से डाउनडोल किए गए टेंडर फार्म के साथ रु 315/- (प्रति इकाई) की जमा पावती/डी.डी. (Non-refundable) जो National Seeds Corporation Ltdके नाम payable at पुणे लगाना आवश्यक है। अधिक जानकारी के लिये उपरोक्त पते पर संपर्क किया जा सकता है। किसी भी निविदा को अंशतः या पूर्णतः स्वीकार या अस्वीकार करने का अधिकार राष्ट्रीय बीज निगम लिमिटेड के पास सुरक्षित रहेगा।

(आर. के. माथुर)
क्षेत्रीय प्रबंधक
महाराष्ट्र राज्य

Fax No. 020-24272584
Telephone No. 020-24264587
0240-2483278

NATIONAL SEEDS CORPORATION LTD.
(A Govt of India Undertaking-Mini Ratna Company)
681-690, MARKET YARD, GULTEKADI,
PUNE – 411037

Issuing Office:

From,

M/s. _____

To,

Regional Manager
National Seeds Corporation Limited
681-690, Market Yard, Gultekdi
Pune – 411037

Sir,

With reference to your tender/advertisement -----
dated-----, we hereby agreed with the attached terms and conditions of the
tender. Necessary documents are attached as mentioned in the Technical Bid and our
quoted rates for providing security staff round the clock on monthly basis (for 08 hour
duty) for guarding the premises of NSC Ltd Pune and Aurangabad is mentioned in the
attached format of the Financial Bid.

Yours faithfully,

Date:
Place:

Signature
Name
Complete Address
Phone No.
Fax No.
E-mail
Seal

NATIONAL SEEDS CORPORATION LIMITED
(A Govt of India Undertaking-Miniratna company)
Beej Bhavan, Market Yard, Gultekdi
Pune-411037

TERMS AND CONDITIONS FOR OBTAINING THE SERVICES
OF SECURITY STAFF THROUGH SERVICE PROVIDER

1. The Tenderer should thoroughly go through the terms & conditions before submitting the tender.
2. Sealed tender are invited from the registered Manpower provider for providing the Security Staff at NSC Pune, and Aurangabad.
3. Sealed tender to be submitted in the prescribed format, separately for technical & commercial bid with envelopes super scribed as “**Technical bid**” and “**Financial bid**” respectively over envelope and both the sealed bids should further be sealed in another envelope super scribed as “**Tender for providing Security Staff at NSC (name of the respective location)**”.
4. Tender Form can be purchased on payment of **Rs. 315/- (inclusive of 5% VAT)** through existing mode from **NSC Aurangabad** and on the above mentioned address on all working day from **15/07/2013 to 04/08/2013 between 1000 to 1700 hrs.** Any Tender Form downloaded from NSC website www.indiaseeds.com should be attached with **DD of Rs. 315/-** (Three hundred fifteen only) against cost of Tender Form, Non-refundable drawn in favour of **National Seeds Corporation Ltd** payable at **Pune**. Decision of the committee members will be binding to all the tenderers.
5. Tenderer are required to submit the separate tender for each location. He/She/they is/are required to deposit separate **EMD of Rs. 10000/-** (Rs. Ten Thousand only) for each location. **Tender without having the EMD of Rs. 10000/-** (Rs. Ten Thousand only) **will summarily be rejected**. The payment of EMD shall be made by **Demand Draft** drawn in favour **National Seeds Corporation Ltd. payable at Pune**.
6. Tender downloaded from website should be accompanied with the undertaking given by the tenderer that he/she/they has/have not made any alteration/change in the downloaded term & condition of the tender. If any alteration/change is found in the term & condition during the process of Tender/during the currency of Contract (if awarded any) will be out rightly cancelled without giving any notice.

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7. Tenders in the sealed envelope will be received at **National seeds Corporation Ltd, Beej Bhavan, Market Yard, Gultekdi, Pune – 411037** on **05/08/2013** upto **1300 hrs**. Technical bid will be opened on the same day at **1430hrs** and Financial bid of the technically qualified tenderers (only) will be opened thereafter.
8. Tender received after prescribed time and date shall not be accepted.
9. The Security Deposit of the parties already lying in this office will not be adjusted against this tender. Tenderers are required to deposit the fresh EMD.
10. In confirmation of acceptance of terms and condition of the tender, tenderer is required to sign on all the pages of the tender document and submit the same with **Technical Bid**.
11. Conditional and incomplete tender may be rejected at the discretion of NSC.
12. Tenderers should submit Undertaking duly notarized that his/her/their firm has neither been **BLACK LISTED** by any Government/Other agencies nor having any relation/co-relation directly or indirectly with the employee of the NSC, its main growers/growers/dealer/distributor/custom processor/any party dealing with seed business.
13. Financial bid should contain only the offered rate in the provided format and other details/documents should be mentioned separately with technical bid.
14. Existing Contractor/Service Provider awarded contract for the work within the premises of the Unit (year 2013-14) are not eligible to take part in this tender for the respective units. Tender submitted by the party for the respective units will be rejected.
15. **Upon acceptance of the tender by NSC**, he shall also remit **Rs. 15000/- (Rs. Fifteen Thousand Only) location wise**, towards Security Deposit in addition to the deposited EMD. The EMD will be converted into Security deposit in respect of successful tenderer to make the Security Deposit of Rs. 25000/-. These deposits will not earn any interest. The decision of the Committee in this matter will be binding to all the tenderers. NSC reserves the right to forfeit the security deposit (in part or full) in the event of failure of the Security provider to comply with the term & condition of contract. The Security Deposit or such part thereof not been forfeited or adjusted will be refunded to the Service Provider only on expiry of the contract and on satisfactory completion of the work under the agreement. EMD in respect of the unsuccessful tender will be returned within a reasonable time.

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16. The Corporation shall not be bound to accept the lowest tender. The decision of the Regional Manager NSC Pune in the matter shall be final and binding in all respects and the same cannot be challenged by any of the tenderers.

17. Service Tax (if any) as applicable from time to time, will be born separately by the Contractor and the NSC Ltd. NSC will not pay the Service Tax liable to be paid by the contractor.

18. The Contractor will comply with the provisions of the labour laws/Acts or any other laws in force in Maharashtra and He will be solely responsible for the commission/omission of the same.

19. The employees of NSC/members of their family or their relatives are not entitled to take part in this tender directly or indirectly. In case, suppression of the facts comes to the light later on this regard, strict action will be taken against the defaulting NSC officials as per conduct rules.

20. That the Service provider will provide and ensure the security of the premises of the Second Part which includes office building, the documents stored within, Store and the goods/seeds stored within, fixed assets etc.

21. The successful tenderers shall be intimated by the letter or other means of communication and the tenderers so informed shall be bound from the time of successful tender, but it will serve as merely confirmation of the initial intimation and shall be effective from the date it is bound by the Contract. The successful tenderer is required to enter in to an agreement on Non-judicial stamp paper of Rs. 500/ as per the agreed terms & conditions. The cost of Non-judicial stamp paper of Rs. 500/ is required to be borne by the contractor.

22. The contractor shall not be eligible for giving Sub-contract. Monthly payment in respect of Security Services will be made by Regional Office Pune, on receipt of the bill in duplicate from the Contractor after expiry of the month. All such bills are required to be get verified from the concerned Area Manager of sub unit. Security Contractor is required to submit printed/computer generated serially numbered bills, indicating full details of work done during the month. Only one bill, after expiry of the month is required to be submitted and no part payment during the month shall be allowed.

23. It is the sole duty of the Contractor to pay the wages every month to the Security Guard. The bill should be accompanied with photocopy of the attendance register duly verified by concerned Area Manager, photocopy of EPF&ESI challan deposited with authorized Govt. Department and Salary slip duly acknowledged by the respective security guard containing full details of salary so disbursed. Contractor should take suitable insurance for the guards employed.

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24. It shall be the sole responsibility of the contractor to comply with all the formalities regarding statutory payment such as Service Tax and Statutory contribution towards EPF and ESI on behalf of the security men provided by him for the Security of the premises and assets within. He should also submit the copy of the payment made for Service Tax return, EPF and ESI (for previous month) along with the payment details of the security personnel so engaged. Based on such returns, action for releasing the monthly payments will be initiated. In the case of failure to comply with the said Statutory provisions, the Corporation shall make such like obligatory payments being the Principal employer, (on behalf of the Contractor concerned) with the authorized concerned and the same will be deducted from the bills due to be paid to the Contractors /from the Security Deposit. All such like payments are required to be borne/ reimbursed by the contractor to NSC without any dispute.

25. The Security personnel provided should be deployed in three shifts, for round the clock duty, in such a manner that each guard will perform 08 hours duty in a day (24 x 30). In the event of failure of the contractor to provide the desired security men, it will open to NSC to arrange security men on the prevailing/market rate at the cost of contractor. In such condition the payment made by NSC will be deducted from the bills of the Contractor/Security deposit. The Security men, so engaged by the Corporation shall be conclusive evidence of the amount paid and the contractor shall be under obligation to pay the same either in cash or through recovery/adjustment from the amount at the credit of the contractor.

26. The contractor is required to maintain full requisite records as per by laws/statutory provision, such as attendance register, wages disbursement register etc in respect of the security men provided by him. RO Pune reserves the right to call all such like records for inspection by the nominated officer of the RO and contractor is obliged to provide the requisite record to the nominated officer without hesitation immediately on receipt of instruction in this regard. In the event of failure on the part of contractor, the contract can be terminated forthwith, besides initiating other legal action, as deemed fit by the National Seeds Corporation Ltd. The NSC shall not be responsible for any mishap during the course of duty or any liability on that account.

27. The contractor shall comply with the provisions of the Minimum Wages Act of Maharashtra. He will also ensure to comply with the provisions of the concerned Legal Provisions under Contract Labors Act/any other law in force and all the points raised by the concerned inspector if any.

28. Contractor should ensure that the Security Staff provided are well dressed as per the prevailing weather condition and with the satisfaction of the Corporation. They should be under the direct control, supervision of the Corporation and will obey the orders issued in this regard. Necessary accessories such as Lathies, Torch and Whistle etc will be provided to the Security Staff by the contractor.

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29. Requirement of guards can increase or decrease depending upon the circumstances and contractor is bound to accept and provide the same on the quoted/approved rate “per security guard for 08 hours of duty on monthly basis” depending upon the number of days for which employed.

30. Security Guards provided by the Contractor should be trained in Fire Fighting Services and capable to discharging the duties to the utmost satisfaction of the Corporation. Contractor is bound to change the guard immediately on getting the information regarding the same without any query. Security guards so provided by the contractor should be able to maintain various registers which are kept at the main gate.

31. The contractor should be fully responsible for the security of the Corporation premises, assets, equipments and materials and shall take up the matter suitable with the police and other concerned Govt. authorities in case of theft, damage unrest and any law and other problems. That the Security staff on duty shall keep watch on the whole corporation’s properties, Motor cars, Scooters, Cycles and Generator machine etc and also other activities in the premises of the Corporation and any loss occurred due to the negligence of the Security Guard, Contractor is bound to reimburse/pay for the losses or the same will be deducted from the monthly payment due to be paid to the contractor and from the Security deposit as per the prevailing market rate if the contractor fails to make good of the such losses.

32. In the event any question, dispute or difference arising under or in connection with this agreement, its implementation or its satisfaction, the same shall be referred to the sole arbitrator, who may be appointed by the chairman of NSC or by any other officer who at the relevant time is occupying the highest office in NSC. It shall be competent for the chairman or such other officer of NSC as aforesaid to act as the sole Arbitrator himself. The Contractor shall have no objection that the Chairman or the Arbitrator nominated as above is a person who has or had dealt with the matter to which the contract relates or that in the course his duties has expressed views on all or any of the matter of dispute or difference. It is agreed between the parties that in the event of the Chairman or the Arbitrator nominated as above vacating the office by resignation or otherwise or refusing to act as an Arbitrator it shall be lawful for the Chairman NSC or the officer occupying the highest office in NSC at the relevant time to nominate any other person as the Arbitrator and he shall continue the proceeding from the stage at which the same have been left by his predecessor. The venue and the cost of Arbitration shall be at the discretion of the Arbitrator, it is agreed by the parties that the Arbitrator may on the request of the parties and in the interest of justice and proper determination of the dispute extend the time for making award by an order in writing conveyed to the parties. In case of any dispute, the court of jurisdiction of the law will be at New Delhi and this agreement will be deemed to have been entered at New Delhi irrespective of the place of performance of the agreement.

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33. Tender received from the Blacklisted party will out rightly be rejected during the process of tender and if it comes in the notice during the currency of the contract, his/her/their contract will liable be terminated and Tenderer/Contractor will not have any right to challenge the same.

34. Tenderer must not have any relation/co-relation directly or indirectly with the employees of the NSC, its main growers/ growers/ dealer/ distributor/custom processor/any party dealing with seed business. Any relation in this regard will lead to cancellation of tender/termination of the contract during the period of contract and Tenderer/Contractor will not have any right to challenge the same.

35. On completion of the contract Security Deposit of the Contractor/Service Provider will be returned to him on receipt of the NOC/No Due Certificate from the Area Manager/in charge of the respective unit.

36. The Agreement entered into with the contractor shall be valid up to 31 March 2014 and the same can be extended with the mutual consent and circumstances of the case.

37. Regional Manager reserves the right to accept or reject any or all the tender without assigning any reason whatsoever.

TECHNICAL BID

TENDER FORM FOR SECURITY SERVICES AT NSC JALGAON

1. Name & Address of the tenderer _____

2. Name of the proprietor/partner _____
3. Registration under Shops & Estb Act
(Enclose copy of the registration) _____
4. NOC issued by Commissioner of Police
(Enclose copy) _____
5. Service Tax Reg. No.
(Enclose Copy) _____
6. Income Tax, PAN No
(Enclose copy) _____
7. EPF Registration
(Enclose copy) _____
8. ESI Registration
(Enclose copy) _____
11. Previous experience (if any)
 - a. NSC
 - b. Govt experience certificate/
from Reputed Private firms _____
12. Number, date and amount of Demand Draft
Enclosed as EMD _____
13. Authorization of competent authority to
Sign this Tender document _____

Date:
Place :

Signature
Name/ of the Proprietor
Name of the Firm
Address
Seal/Rubber Stamp

FINANCIAL BID

TENDER FOR SECURITY SERVICES AT NSC -----

(RATE offered in Rupees on Monthly Basis, Per Security Guard for 08 Hours of Duty)

Sl. No	Description	Rate
01.	Basic Pay (Unskilled)	
02.	VDA	
03.	EPF @ 12%	
04	ESI @ 4.75%	
05.	Service Charges	
	Grand total	

Date:

Place :

Signature

Name/ of the Proprietor

Name of the Firm

Address

Seal/Rubber Stamp