



பாரதியார் பல்கலைக்கழகம்
BHARATHIAR UNIVERSITY
COIMBATORE - 641 046, TAMILNADU, INDIA.

State University | Re-accredited with "A" Grade by NAAC | Ranked 14th among Indian Universities by MHRD-NIRF

TENDER NOTICE

Ref: BU/PRO/Security/2017

Date: 25.07.2017

Sealed Tenders are invited by the Registrar, Bharathiar University, Coimbatore – 641 046 upto 3.00p.m on 10.08.2017 to engage a private security agency to allot 15 Security Guards and 2 Head Guards to Bharathiar University for security work.

Tender documents can be had from the Public Relations Office, Bharathiar University, Coimbatore – 641046 during working days from 31.07.2017 to 10.08.2017 on payment of Rs.500/- by sending MICR Demand Draft drawn in favour of "The Registrar, Bharathiar University, Coimbatore – 46" payable at Coimbatore and the filled in tender documents shall be sent in a sealed covering superscribing "Engaging Private Security Service" to the Public Relations Office, Bharathiar University, Coimbatore – 46 on or before 03.00p.m on 10.08.2017.

Tender form can also be downloaded from University website www.b-u.ac.in and in such case cost of tender document in the form of DD for Rs.500/- is to be attached, while submitting the tender.

REGISTRAR

BHARATHIAR UNIVERSITY: COIMBATORE - 641 046

TENDER CONDITIONS AND INSTRUCTIONS FOR ENGAGING PRIVATE SECURITY SERVICE

1. Tenders will be received by the Registrar, Bharathiar University, Coimbatore – 46 upto 3.00 p.m on 10.08.2017 to engage a private security agency to allot 15 security Guards and 2 Head Guards to Bharathiar University for Security work.
2. The tender shall be submitted in sealed cover super scribed as “**Tender for Engaging Private Security Service**” to the Bharathiar University due on 10.08.2017 by 03.00 pm
3. The tender cost of Rs.500/- is to be paid.
4. The tender will be opened by the Registrar in the Registrar Chamber on the same day on 10.08.2017 at 03.00 pm in the presence of tenderers or their representatives present.
5. Each tender shall be accompanied with an EMD of Rs.5,000/- (Rupees Five Thousand Only) in the form of Demand Draft drawn in the Nationalized Bank in favour of “The Registrar, Bharathiar University” payable at Coimbatore. Tenders without EMD will not carry any interest.
6. Tenders received late will be returned to the tenderer unopened.
7. The tenderer should quote his rate in figure and words in the prescribed tender schedule only. Corrections or overwriting, if any, shall be attested with the full signature of the tenderer.
8. The tenderer should sign on each page of the tender document.
9. Taxes or any other charges if any shall be clearly quoted.
10. Tender documents are not transferable.
11. The tender shall be submitted only in this official form and the tenderers should sign on each page of the all tender documents and enclosed without any omission.
12. The tender shall be valid for a period of 90 days from the date of opening Tenderer should not withdraw his tender after the tenders are opened. In case the tender is withdrawn after it is opened, the EMD will be forfeited.

13. The EMD of the unsuccessful tenders will be refunded on the request of the Tenderer after the tenders are disposed of by the competent authority.
14. Successful tenderer shall remit a security deposit of Rs.50,000/- and executed an agreement on stamp paper to the value of Rs.100/-. Failure to execute the agreement within the stipulated time will entail in forfeiture of the EMD.
15. No interest on security deposit and EMD shall be paid by the University to the tenderer.
16. Any dispute arising out of this contract shall be settled only at the court having jurisdiction of Coimbatore.
17. The authority competent reserves the right to reject or accept any tender without assigning any reasons thereof.
18. The contract is for a period of one year and can be terminated at any time by giving one month notice if the services are found not satisfactory.
19. Police verification of the antecedents of the persons to be engaged at Bharathiar University will be obtained by the contractor in advance and made available to Bharathiar University.
20. The contractor should ensure that the persons are punctual, disciplined and vigilant in performance of their duty. The contractor shall engage medically and physically fit persons and they shall be duty bound to deploy the same at the time of providing the service.
21. The contractor shall communicate the names, parentage, residential address, age etc., of the persons deployed by him. The contractor shall issue identity card to the persons and they shall be bound to deploy the same at the time of providing service.
22. A) The persons engaged by the Contractor for the work should be the employees of the contractor for all intents and purposes and in no case, shall have relationship with employer and employee between the said persons and the Bharathiar University, Coimbatore accrues implicitly or explicitly.

B) The Persons so deployed shall remain under the control and supervision the contractor and he shall be liable for payment for their wages, etc., and all other dues which the contractor is liable to pay under various labour regulations and other statutory provisions i.e, EPF contribution and GST, etc.,

C) The duty hours of the Security Guards will be as under:

8 hours duty

First Shift : 6.00 am to 2.00 pm

Second Shift : 2.00 pm to 10.00 pm

Third Shift : 10.00 pm to 6.00 am

D) The Contractor should submit the proof of having deposited the amount of contribution claimed by him on account of ESI and EPF towards the persons deployed in their respective names before submitting the bill for the subsequent month in case the contractor fails to do so, the amount claimed towards ESI and EPF contribution will be withheld till submission of required documents.

23. Statutory deduction, if any, will be deducted from the monthly bill of the contractor.
24. Extra manpower, if required, should be provided on the same terms and conditions.
25. Previous experiences if any as security services in Institutions, Universities and Industry may be enclosed for consideration
26. The tenderer should enclose copies of certificates of experience, registration in respect of ESI/EPF/GST/Pan No. Tenders without the above documents will not be considered for evaluation.
27. If any relative of the tenderer is an employee of the Bharathiar University, the name, designation and relationship of such employee should be intimated to the Registrar, Bharathiar University in writing while submitting the tender.
28. The security guards should be physically strong, mentally alert and preferably in the age of 25-45 years. Minimum 10th Standard educational qualification is a must for the service, if any agency offering Ex-Servicemen, the age may be relaxed.
29. The security agency will be fully responsible for any loss or property/theft on account of negligence of their duty in their allotted area in the campus and the cost of loss should be borne by the agency.
30. All security guards should wear clean Uniform, Shoes, Belts, Caps and Name badges regularly supplied by the agency. The agency should also provide them lathis, raincoats, torch lights etc., They should also have a photo identification card issued by the contractor.
31. The Security Guards will be responsible to check all incoming and outgoing vehicles at the gates/area allotted by maintaining a register and report to the Registrar for any doubts,

problems, etc., immediately and the register should be submitted every day to the Registrar for perusal.

32. The Security Guards will have to maintain exemplary discipline and be polite always and work for benefit of the University and should follow the campus rules.
33. The Security Guards should assemble for parade every day before reporting for duty.
34. Materials or things should be allowed to move out of the campus only with proper gate pass/valid documents.
35. The Registrar, Bharathiar University shall pay the contractor as per the rates accepted on monthly basis. The due shall be claimed by the contractor in the first week of the succeeding month. All claim bills raised by the contractor shall be paid based on the attendance register of the Security Guards. No advance payment will be made.
36. The contractor should also ensure the norms prescribed by the Human Rights Commission, Government of India, Minimum wages act and Industrial dispute act or any such other legislation are fully observed and the office is kept harmless and indemnified. If there is any non-compliance intimated by competent authority to the Registrar, Bharathiar University, the contractor has to rectify it and indemnify.

The tender is submitted subject to and agreeing to the above conditions

SIGNATURE OF THE TENDERER
Mobile No:

Details of EMD Amount (to be fill in by the Tenderer)

DD No : _____

Date : _____

Bank : _____

Rs. : _____

Tender Schedule
(To be filled by Tenderer)

Particulars	Rate Per Head Guard (Inclusive of Tax) in Rs.	Total Amount of 2 Head Guards (Inclusive of Tax) in Rs.	Rate per Security Guard (Inclusive of Tax) in Rs.	Total Amount of 15 Security Guards (Inclusive of Tax) in Rs.
Engaging Private Security agency to allot 2 Head Guards and 15 Security Guards to Bharathiar University				

Signature of Tenderer with Seal

Date: