

Sant Longowal Institute of Engineering and Technology, Longowal, Distt. Sangrur
(Deemed to be University)
(Established by Govt. of India)

e-Tender Notice

e-Tenders are invited in two bid system from the Security Agencies/ Companies/ Contractors/ Registered Firms capable of providing round the clock contractual "Watch & Wards Services" in SLIET, Longowal for the F/Y 2019-20 (for 12 months w.e.f 01.04.2019 to 31.03.2020).

Eligibility

Security Agencies/ Companies/ Contractors/ Registered Firms providing security services registered with appropriate authority i.e. Private Security Agencies Act - 2005, PSARA Punjab, undertaking having valid license under Contractor Labour (Regulation & Abolition) Act, 1970 or should produce the same (Labour License only) within one month from the date of letter of intent.

Experience

The contractor/registered firm must have experience of successfully completed similar works during the last 7 years ending last day of the month previously to one in which applications are invited.

Out of 7 years, three similar completed work each costing not less than the amount equal to 40% of estimated cost put to tender or Two similar completed works, each costing not less than the amount equal to 60% of the estimated cost put to tender or One similar completed work of costing not less than the amount equal to 80% of the estimated cost put to tender with some Central Government Department/State Government Department/Central Autonomous Body/Central Public Sector undertaking/educational Institutions. Similar work shall mean Watch & Ward/ Security Services.

Sr. No.	Name of Work	Cost to put tender Amount (Rs.)	Earnest Money Deposit (2% of the DNIT amount in Rs.)	Cost of Tender Documents in (Non-refundable)	Time Period	Tender Processing Fees (Rs.)	Category of work
1	Providing "Watch & Wards Services" at SLIET, Longowal. For the F/Y 2019-20	2,82,19,109/-	5,64,382/-	1,000/-	12 Months	8850/-	Watch & Wards (Security Service)

The tender documents will be available only on the Institute's e-tendering website (www.tenderwizard.com/SLIET) and should be submitted **ONLINE** through e-tendering along with tender fee of Rs.1000/- (non-refundable) through e-payment (IPG (Direct debit) NEFT/OTC and Internet banking only). The tender processing fee (Non Refundable) should be paid through e-payment (debit or credit cards and internet banking).

It is mandatory for the bidder/contractor to get himself registered with www.tenderwizard.com/SLIET & get User Id, password & Class-3 Digital signatures, who wishes to participate in the E-tendering process (Mobile number-8146699866).

For more details the bidder/contractor may contact Helpdesk of M/s ITI Limited on 0172-5035985, 9257209340, 8054628821 or mobile number-8146699866 or e-mail slithelpdesk@gmail.com

Schedule of Tenders

Availability of Tenders online for Bidding		Last date of Submission for Online Bids	Date and time of opening of Technical Bids in the Office of Faculty In-charge (Security), ESS-II, Near Mechanical Block, SLIET, Longowal	Date and time of opening of Financial Bids in the Office of Faculty In-charge (Security), ESS-II, Near Mechanical Block, SLIET, Longowal
From	To			
19.02.2019 09:00 AM	11.03.2019 03:00 PM	11.03.2019 Upto 05:00 PM	12.03.2019 at 11:00 AM	14.03.2019 at 11:00 AM

Read and Accepted

Signature and seal of Contractor/Tenderer

Authorized Signatory, SLIET, Longowal

Tenders received online, without earnest money, incomplete condition, shall not be entertained. The Director, SLIET reserves the right to reject any or all the tenders without assigning any reasons thereof.

The tenderer should attach online the proofs of the following documents (i) Official and Residential address of the tenderer on an affidavit duly attested by Notary/ 1st class Magistrate or any document containing photograph and Official & Residential address (ii) Valid license under the Contract Labour (Regulation & Abolition) Act.1970 of the last work successfully completed or same can be produced within a month from the date of award of contract (iii) Proof of registration with EPFO & E.P.F. Account No. If the bidder is having EPF registration code outside Punjab state, then the bidder is also required to submit EPF sub code of Punjab within one month from the commencement of contract (iv) PAN Number (v) GST Number (vi) Last three consecutive Income Tax Returns (vii) Eligibility related documents & other certificate including Experience Certificate as mentioned at condition number 3 page number 8 under the heading “**Eligibility and criteria for submission of Technical Bid**”. (viii) Earnest Money Deposit, Tender Fee and Tender processing Fee proof etc.(ix) Appropriate Class enlistment as Contractor/Registered Firm (**Under Private Security Agencies Act, 2005**), PSARA Punjab. (x) The bidder has to submit an undertaking that his firm is not defaulter due to non-payment of EPF & all EPF statutory requirements as per **Annexure - III**.

Note: Apart from above, in case the intended bidder is in the form of partnership firm then it is mandatory to upload the document as mentioned in this tender clause 3(XVII). Also all terms and conditions as per clause 11(VII) will be binding on the firm.

The Earnest Money should be paid through e-payment (IPG (Direct debit) NEFT/OTC and Internet banking only). The earnest money in any other form shall not be accepted.

1. All rates must be quoted on the proper form as per Tender Document.
2. The tenderer should quote the rates and amount in figures as well as in word. The amount for each item should be worked out the requisite totals given.
3. i) An item rate tender containing percentage below/above will be summarily rejected. However, where a tendered voluntarily offers a lucrative discount, this may be considered.
ii) Tender shall be strictly as per the condition of contract, conditional tenders are liable to be rejected.
4. i) Special care should be taken to write the rate and amounts in figures as well as in words in such a way that interpolation is not possible. The total amount should be written before the figure of Rupees and word paisa should be written at the end (unless the rates in whole rupees) and followed by the word only. It should invariably to up to two decimal places. While quoting the rates in schedule of quantities, the word only should be written closely following the amount and it should not be written in the next line.
ii) In case of any discrepancy between the rates quoted in figures and words than the rate on which the amount has been worked out shall be taken as correct. In case of amount is not worked out than the rate quoted in figures shall be taken as correct.
5. The tender for works shall remain open for acceptance for a period of ninety days from date of opening of tenders. If any tenderer withdraws his tender before the said period or makes any modification in the terms and conditions of the tender which are not acceptable to the Institute, then the Institute shall without prejudice to any right or remedy, be at liberty to forfeit the earnest money absolutely.
6. The Director reserves the right to accept or reject a tender in part or whole, without assigning any reasons. The acceptance of a tender will rest with the Director, SLIET who does not bind himself to accept the lowest tender, and reserves to himself the authority to reject any or all of the tenders received without the assignment of any reason. The decision of Tender Opening Committee will be final in case of any dispute during Tender Opening Process.
7. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
8. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Engineer-in-charge shall be intimated to the undersigned.
9. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the contractors who resort to canvassing will be liable to rejection.
10. The tenderer shall not be permitted to tender for work in the SLIET responsible for award and execution of contractors in which his near relative is posted as Accountant or as an Officer in any capacity between the grades of FI (Security) or equivalent. He shall also intimate the names of persons who are working with in any capacity or are subsequently employed by him and who are near relatives to any of the officers in the Institute. Any breach of this condition by the tenderer would render him liable to be removed from the approved list of contractors of this Institute.
11. The Contractor/Registered Firm should take into the consideration all the existing taxes and any other Government's levy as applicable excluding GST while quoting the bid.

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12. The bidder having Exemption Certificate issued by concerned authority as per Private Security Agency Regulation Act-2005 will also be eligible. The copy of the same may also be uploaded with tendered document.
13. In case the last date for opening Technical and/or Financial Bid is holiday then these will be opened on the next working day at same time & venue.
14. The existing/ working contractor with SLIET, Longowal has to submit behavior certificate duly issued by F.I. (Security), SLIET, Longowal along with tender document.
15. In case the rates of minimum wages /Variable dearness allowance (VDA) of Government are increased during the currency of this contract, the Institute will pay the increased wages/VDA as and when revised by the Government. However, the Institute will bear only the increase in the wages and EPF component. No profit shall be payable to the contractor on increased wages. The second party is bound to pay revised wages/VDA to the workers from the due date.
16. Moreover, in case of any other Govt. Levy increased or decreased or new levy/cess/Tax etc. is levied, the contract amount will be increased/ decreased accordingly.
17. It is the sole responsibility of the contractor to deposit EPF, ESI, Gratuity and any other Government levy as applicable and revised from time to time.
18. In case of non-availability of ESIC Scheme in the region, the same shall be covered under the Workman Compensation Act (WCA) or Group Insurance Scheme by the Contractor (Contractor should be registered with ESIC).
19. **In the case of labour rate works/contracts, the contractor shall quote consolidated monthly administrative charges which includes expenses for providing uniform to the Labour, Tools for maintenance and Group Insurance premium paid for each worker. The administrative charges will be on the basis of cost put to tender as mentioned in the DNIT. The bidder whose technical bid is accepted for consideration, then next criteria for selection of such successful bidder for award of work will be the quoted administrative charges and said administrative charges will be one of the parameter for selection of successful bidder.**

Note: Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents mentioned as per eligibility and criteria for submission of technical bid have been uploaded with the bid which should be duly signed and stamped, failing which their bids may be rejected and will not be considered

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SPECIAL INSTRUCTIONS FOR CONTRACTOR

1. No Up gradation, replacement, retrenchment etc. of workers can be done without the consent of Faculty In-charge (Security)
2. Duty chart should reach in the office of the Faculty In-charge (Security) at least two days before the beginning of every month
3. All safety equipments required for the safety Guards are to be provided by the Contractor on his own cost
4. Dress of Colour as approved by Faculty In-charge (Security) of branded cloth along with safety shoes and identity cards are required to be provided by the Contractor. All the work force of contractor shall be in proper uniform when on duty. The Faculty In-charge (Security) will inspect the quality of the same. (The detail of the same is as under).
 - a. Two sets of uniforms (Pant & Shirt) including Turban/ cap and one belt.
 - b. One Pullover for winter
 - c. One pair of shoes along with 02 pair of socks.
 - d. Dress Specifications:-
 - i. Pant & Shirt duly stitched – cloth should be of branded
 - ii. Woolen Pullover – full sleeves
5. The Supervisor and security guards will be selected by the Contractor in concurrence with Faculty In-charge (Security).
6. Any of the workmen deployed by the Contractor for carrying out the works can only be allowed to work in other new works in the Institute with the prior permission of the Faculty Incharge (Security).
7. **In case the payment of monthly bill to be paid by SLIET to the contractor is delayed for any reason, however, the contractor will make the payment to workmen latest by 7th of subsequent month from his own account. The contractor will not be at liberty to hold the Institute liable for such delay(s) in making payment.**
8. In case bidder/tenderer fails to do required Watch and Ward Services within the scope of his work through his manpower, if desired so by Faculty In-charge (Security), the same will be carried out through any outside agency and the labour charges incurred on the same will be borne by the contractor.
9. The Contractor should ensure payment of monthly wages, to each and every worker hired by it for the works awarded at SLIET Longowal. The Contractor is to ensure the submission of the payment statement in this regard for the preceding month with every bill submitted in the office of Security Wing, otherwise, the bill shall not be processed.
10. Under untoward situation if arisen in the campus, the enquiry of same incidence, if desired by F.I. (S) should also be conducted by the Security Agency.

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