

FORM FOR SECURITY SERVICES AT KENDRIYA VIDYALAYA, BARKUHI,
P.O- CHANDAMETTA, DIST.- CHHINDWARA (MADHYA PRADESH), PIN -
480447

- 1 Name of Agency submitting the Tender
- 2 Postal Address of the agency
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- 3(a) Agency's registration number
- 3(b) Registration valid up to
- 3(c) Service Tax Registration No.
- 3 Agency's Telephone number with STD code. STD code.....
Tel. number.....
Fax.....
Email.....
- 4 Rate quoted for Security services on monthly basis as per terms & conditions attached. (i) Rs _____ per month
(Rupees _____)

(ii) Service Tax if any @ _____ % of bill amount .
- 5 Bankers cheque/DD no. with date for security money drawn in favour of "Kendriya Vidyalaya Barkuhi-VVN A/C"for Rs.5000/(Rs. Five Thousand only) submitted with Tender Banker's cheque/ DD No.....
Dated.....for Rs 5000/-
(Rupees Five Thousand only)
Drawn at Bank : SBI Chandametta
- 6 UNDERTAKING

I fully agree to comply with the terms & conditions mentioned on page-1 to page-3 of Annexure – I attached to this tender form & the same has been signed by me at the bottom of each page of the said terms & conditions of the said Annexure.

Date:.....
.....

person.....

Agency.....

Signature of

Head of agency

Name of the

Signing the tender

Stamp of the

ANNEXURE-I

TERMS AND CONDITIONS FOR SECURITY SERVICES FOR KENDRIYA VIDYALAYA, BARKUHI (M.P.)

1. Name of the School : Kendriya Vidyalaya, Barkuhi
2. Address / Location of the Building : P.O.-Chandametta, Dist-Chhindwara(M.P.)
PIN-480447
3. No of days during the month for which the service is required. : Round the clock Security on all the days.

4. **GENERAL CONDITIONS**

(A) VALIDITY OF QUOTATIONS / TENDER DOCUMENT

Xerox copy of Registration certificate issued by the Office of the Registrar of Firms, Madhya Pradesh must be attached with the tender.

- (B) AGREEMENT** For One Year, if required it may be extendable with consent of both parties and outstanding performance of the work done during the last year by the Agency.

- (C) TERMS OF PAYMENT** The KV shall pay the agreed amount to the agency on monthly basis after completion of the month and submission of a certificate by the competent authority of the Kendriya Vidyalaya, Barkuhi that the work has been done satisfactory". In case the work is found unsatisfactory, 50% payment will be withheld and it will be released only when the work is done as per satisfaction of Kendriya Vidyalaya, Barkuhi. The agency will submit a certificate each month along with its Monthly claim / bill, certifying therein that they / agency have paid to their employee's wages for the previous month not less than the minimum wages prescribed under the Minimum Wages Act 1948.

- (D) WAGES** The agency shall quote the wages, which shall not be less than minimum wages prescribed by the Central Government including all taxes & charges. Provident Fund, bonus or any other benefits as may be available to its employees under relevant acts and regulations applicable in Govt. of India, Kendriya Vidyalaya, Barkuhi shall not entertain any such claim of the person employed by the Contractor / Agency.

(E) **JURISDICTION** The Courts of Chhindwara (M.P.) will have jurisdiction over all legal disputes under this agreement.

(F) **EARNEST MONEY** The tender will be accepted only along with Earnest Money of **Rs.5000/-** through Demand draft in favour of **VVN A/c, Kendriya Vidyalaya, Barkuhi**, payable at **SBI(Chandametta Branch)**. The Demand drafts of the unsuccessful bidders will be returned. In respect of successful bidder

(G) **SECURITY DEPOSIT** The successful Tenderer EMD is also a Security deposit already paid by him. Security money will be refunded after one month of completion of contract and after recovery of dues from the Contractor /Agency, if any.

(H) **DECISION FOR CONTRACT** The decision of the Principal KV, Barkuhi in all matters of their contract shall be final and binding on both the parties i.e the Kendriya Vidyalaya, Barkuhi and the contractor Agency.

(I) **FITNESS OF STAFF**

i) The Agency will employ and provide the requisite number of trained Security Guards below the age of 50 years who are medically and physically fit for the job. The Agency will also ensure that all the workers are free from any infections disease before deployment of work. The **Security guards** must also be professional in the field of **security**.

ii) The antecedents of all the workers will be got verified from the Police by the Contractor before deployment of work.

(J) **DUTIES** The Agency shall provide complete continuous security measures throughout the **24 hours** by changing personnel in rotation or replacement subject to the provision that such person **does 08(Eight)** hours duty daily with an exception of their weekly offs.

Security Guards	- 03 (Three) No.
One in First shift	- from 06:00 AM to 02:00 PM.
One in Second shift	- from 02:00 PM to 10:00 PM.
One in Night shift	- from 10:00 PM to 06:00 AM.

- (K) **SURPRISE CHECK** The Agency shall carry out surprise checks in the Kendriya Vidyalaya, Barkuhi building both during day and night in order to keep the **Security** of good standard.
- (L) **UNIFORM** The Agency shall provide to their **Security personnel** with impressive Summer Uniform as well as Winter uniform with insignia.
- (M) **DISCIPLINE** In case if any of the **Guard member** is found unfit or indiscipline by Kendriya Vidyalaya, Barkuhi, the Guard has to be replaced by the Agency at a short notice.
- (N) **OTHER REQUIREMENTS**
- i) Insurance and accident risks of all the workers will be responsibility of the Agency.
 - ii) The Agency will ensure that proper Licence / permission from the concerned authorities, wherever applicable are obtained promptly.
 - iii) The Agency will ensure that all its **Security Guards / Supervisor** must have **First Aid training** before deployment of work.
 - iv) It will be responsibility of the Agency to deposit EPF/ESI contribution or any other contribution in respect of their **Security Staff**, if applicable and service tax plus Edu, Cess etc. and hence the Security agency shall ensure that the payment of EPF/ESI/any other contribution etc. and service tax plus Edu. Cess are made timely to the concerned authorities.
- (O) **RECOVERY** Kendriya Vidyalaya, Barkuhi shall have the right to impose cash penalty on the agency or deduct such amounts from its security deposit in case of Kendriya Vidyalaya, Barkuhi being put to any financial loss directly or indirectly by any act of commission on the part of Agency.
- (P) **NOTICE OF TERMINATION OF CONTRACT** The contract can be terminated without assigning any reason by giving one month notice in writing.

Date:

Signature of the Contractor with seal