

NOTICE INVITING QUOTATION FOR ENGAGEMENT OF SECURITY AGENCY FOR WATCH
AND WARD PURPOSE AT PURBA MEDINIPUR KRISHI VIGYAN KENDRA, ICAR, Bidhan
Chandra Krishi Viswavidyalaya, Mulakhop, Purba Medinipur during 2020-21

NIQ No. PMKVK/197/19-20

Date: 16.03.2020

To
All eligible bidders

GENERAL TERMS AND CONDITIONS

- 1) The Purba Medinipur KVK through the DDO or the other officer authorized for this purpose shall enter into a contract with the Security Agency / Organization for providing watch and ward service in any area of land, building and premises of the Purba Medinipur KVK . The contract will be for a period of one year at a time w.e.f 01.04.2020 , which may be renewed depending upon performance. The Purba Medinipur KVK reserves the right not to renew the contract without assigning any reason whatsoever.
- 2) A sum of Rs. 3,000/- (Rupees three thousand only) to be deposited as Earnest Money along with the Tender by bank draft in favour of Purba Medinipur KVK (Revolving Fund) on SBI Kalyanpur. EMD will be converted into Security Deposit for the successful bidder and will be refunded on completion of Tender Terms without any interest accruing on it. Others will be refunded with the EMD amount without accruing any interest into it.
- 3) Price bid must be enclosed separately in a Sealed Envelope along with Bidder's Profile and Terms and Conditions. Price bid will be opened for those who will be technically qualified.
- 4) Both the Purba Medinipur KVK and the Agency will be at liberty to terminate the contract within the period of contract by giving one month's advance notice to the Purba Medinipur KVK or the Agency, as may be the case.
- 5) Personnel engaged for Watch & Ward duty by the contractor shall perform duties as per instructions of the Senior Scientist and Head, Purba Medinipur KVK. The contractor shall ensure the supply of required person(s).
- 6) Services to be provided during the period of contract round the clock in three shifts including Sunday and Holidays.
- 7) Without prejudice to the other terms and conditions the contractor will provide the following services and make all arrangement incidental thereto at all duty points.
 - a) Security of the personnel, property and movable and immovable assets of Purba Medinipur KVK at respective places / locations.
 - b) Inspecting of all the required places, gates and doors, switching off the lights, fans, power points, air conditions as and when required.
 - c) Protection of properties from damage by unwanted elements.
 - d) Controlling movements of visitors, vendors, vehicles and maintenance of proper record of such visitors.
 - e) Intensive patrolling in areas specified by the Officers from time to time.

Cont. S. J. Samal
16.03.2020

U.D.U.
Purba Medinipur Krishi Vigyan Kendra
ICAR-BCKV

8) The contractor will indemnify the loss that Purba Medinipur KVK may incur or account of commission and / or omission of the security personnel deployed by the contractor and if the contractor failed to do so, the cost for the same will be deducted from their bills with penalty to do determine by the KVK.

9) The Watch & Ward personnel engaged by the Agency should be within the age group of 21 - 45 years, Smart, neat, Clean, well dressed in uniform and of sound health, physically fit and mentally alerts.

10) Person will good character and antecedents duly cleared by police verification shall be deployed and name of such security personnel deployed from time to time should be given by the contractor to the Officer-in Charge of the local Police Station along with Bio-Data. The security agency should submit a copy of above information to Purba Medinipur KVK also.

11) Torches, Lathi, Whistle, Identity Badge, Uniform, Rain Coat / Umbrella, Shoes are to be provided by the contractor at his own coast.

12) Decision of Purba Medinipur KVK will be final in the matter of withdrawal / removal of any of the security personnel deployed by the contractor and shall be binding on the contractor and the contractor shall replace with such personnel at the earliest.

13) No housing, accommodation to the security personnel shall be provided.

14) The Agency shall ensure that all statutory obligations like Minimum Wages as applicable under the order of Govt. of West Bengal are complied with in regard to the persons engaged by the Agency for Watch & Ward duty in Premises of the KVK. The KVK shall have no liability whatsoever in this regard.

15) The contractor shall pay forthwith any compensation payable to any of the security personnel deployed by them for injuries, disablement, death etc. as per relevant provision of rules. The KVK shall have no liability in this respect.

16) The agency shall be responsible for deployment of Security Personnel as per roster and ensure proper safety and security of men and materials in the area / building for which they will be engaged. The Agency shall be liable to the KVK for recording of attendance, proper conduct and discipline of the guards. In case of shortage of manpower in any shift, the Agency shall take steps to ensure proper manning for which the shortage occurred at their risk and own cost. The agency should engage a person at their own cost to supervise the above.

17) The Agency shall be liable and legally to pay to the KVK an equal amount of the value of such property lost, damage or stolen due to lapses on the part of the guards deployed by the Agency at the current market price within two months from date of occurrence of such happenings. Non-renewal of contract etc. shall not debar the KVK in any form in claiming such amount or money as compensation for loss, damage of theft.

18) The KVK reverses the full right to deduct an amount not exceeding the value of loss to be ascertained by the KVK from the bills of the agency in one or more than one installment as may be decided. For this deduction the decision of the KVK shall be final.

19) The KVK may conduct supervision / checking through authorized representative to ascertain whether manpower has actually been deployed according to Terms and Condition of contract as well as to monitor the conduct of security personnel on duty.

Cont. *S. Manoj*
16.03.2020

D.D.U.
Purba Medinipur Krishi Vigyan Kendra
ICAR-BCKV

20.a) The KVK shall have no liability to provide any kind of employment i.e., daily rated, casual, temporary or permanent to the personnel employed by the Agencies for Watch & Ward duty and neither can they claim such employment. The Agency shall have to take individual declaration in this regard from the personnel engaged by them.

b) The KVK authority shall not be held responsible for any liabilities in this regard.

21) In case of any dispute, the decision of the KVK authority shall be final and binding on the part of the agency.

22) You are requested to provide your offer latest by 27.03.2020 within 04.30 pm.

We look forward to receiving your quotations and thank you for your interest in this project.

MODE OF PAYMENT

1) Payment shall be made to the agency by the KVK authority, as may be determined on the basis of actual man-days deployed on month to month basis at rates fixed in the contract, subject to provisions of the income Tax Act, Sales Tax Act. and Laws as may be applicable from time to time.

2) No payments shall be made under any circumstances to the individual deployed by the Agency or in the name of the individuals deployed by the Agency.

3) No payment or any monetary advance etc. shall under any circumstances be made by the KVK to any individuals deployed by the Agency.

Drawing and Disbursing Officer

S. Jamanig
16-03-2020
D. D. S.
Purba Medinipur Krishi Vigyan Kendra
ICAR-BCKV

No.: PMKVK/197 / (5) 19-20

Date: 16-03-2020

1. Notice board of Purba Medinipur KVK
2. Notice board of DEE, BCKV
- ✓ 3. Website of Purba Medinipur KVK
4. Notice Board of Saotraberia Jalapi-II GP, Mulakhop
5. Office copy

Drawing and Disbursing Officer

S. Jamanig
16-03-2020
D. D. S.
Purba Medinipur Krishi Vigyan Kendra
ICAR-BCKV