

Ref: RGUKT-Basar/Proc/Security/T03/2015, dt.01.05.2015

BID DOCUMENT

Open Competitive Bid (OCB)

For

**Providing of Security Services
at Basar campus of
Rajiv Gandhi University of Knowledge
Technologies**

Proprietary & Confidential



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE
TECHNOLOGIES
BASARA CAMPUS
MUDHOLE MANDAL, ADILABAD DISTRICT
TELANGANA- 504107
Phone: 040-23001830**

Proprietary & Confidential

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Newspaper advertisement
Tender Notice



**RAJIV GANDHI UNIVERSITY OF KNOWLEDGE
TECHNOLOGIES
BASAR CAMPUS,
MUDHOLE MANDAL, ADILABAD DISTRICT,
TELANGANA-504107
Phone: 040-23001830**

Sealed Tenders are invited from reputed registered agencies/contractors for Providing the following services at Basar campus of RGUKT located in Adilabad District of Telangana State :-

1. Security Services
2. Housekeeping Services

The last date for submission of Tender document along with EMD as specified in the bid document is on 25.05.2015 at 04:00 PM.

Interested parties can collect the Tender documents from the office of the "Registrar, RGUKT, Vindhya-C4, IIIT campus, Gachibowli, Hyderabad-32" from 02.05.2015 to 23.05.2015 against payment of Rs. 5,000/- for each service separately towards the cost of Tender document fee (non-refundable) through D.D. from any nationalized bank, payable to REGISTRAR, RGUKT at Hyderabad. For further details visit our website www.rgukt.in

Date:01.05.2015

**Sd/-
Director**

Time schedule of various tender related events
(Security Services)

Bid calling date	01.05.2015
Last date for sale of bid document	23.05.2015 at 05:00PM
Pre Bid Meeting	12.05.2015 at 04:00PM
Bid closing date/ time	25.05.2015 at 04:00PM
Technical Bid Opening date/ time	25.05.2015 at 04:30PM
Price Bid opening date/ time	27.05.2015 at 04:30PM
Bid Document fee	Rs.5,000/- for each campus separately (by way of DD from any Nationalized Bank)
Contact person	Registrar, RGUKT
Reference No	RGUKT-Basar/Proc/Security/T 03/2015

Director,
RGUKT-Basar

TENDER FORM
Not transferable

Reference: No.RGUKT-Basar /Proc/Security/T03/2015, dated:01.05.2015

Subject:- Tender for providing Security Services to the RGUKT campus located at Basara, Adilabad District, Telangana State.

Last date for submission of the TENDER AT HYDERABAD is 25.05.2015 up to 04.00 PM

Dear Sir/Madam,

- A. RGUKT invites sealed tenders comprising technical bid and price bid separately from reputed Security Service Agencies to provide Security Services for the RGUKT Campus located at Basara, Adilabad Dist, Telangana State.
- B. The Tender form consists of 33 pages of which pages from 6 to 22 are instructions and page No.23 is financial bid. The duly completed Technical Bid together with a copy of the bid document (this tender) signed on all pages and the Price Bid should be kept in separate sealed covers for separate College wise and these sealed covers may be submitted in a sealed master envelope superscripted with "**Tender for providing Security Services at Basar Campus of RGUKT**". The last date for submission of TENDER is 25.05.2015 before 04:00 pm.
- C. The Sealed Tenders shall be deposited in the Tender box kept in the office of Registrar , RGUKT up to 04:00 PM on 25.05.2015

Address for submission of Bid documents: RGUKT, Ground Floor, Vindhya-C4 Building, IIIT Campus, Gachibowli, Hyderabad-500032.

RGUKT reserves the right to award the contract to one or more than one tenderer.

For any clarification and further details on the above tender please contact Telephone No: 040-23001830 or Contact Person during office hours.

Thanking you

Yours faithfully,

Director,
RGUKT-Basar

STATEMENT OF IMPORTANT LIMITS/VALUES RELATED TO BID

Item	Description
EMD	Rs.2,00,000/- per each campus (by way of Demand Draft from any Nationalised Bank or by way of Irrevocable Bank Guarantee from any Nationalised Bank. DD/BG from other than Nationalised Banks will not be accepted)
Bid Validity Period	90 days from the date of opening of bid
EMD Validity Period	90 days from the date of opening of bid
Contract Agreement	2 years from the date of giving work contract.
Period for furnishing performance Security	Within 15 days from date of receipt of award
Performance security value	Rs.10,00,000/-
Performance security validity period	25 months from date of commencement of services.
Period for signing the order Acceptance	Within 15 days from date of receipt of notification of award
Payment terms	
After Commencement of work	Monthly payment will be released by respective Colleges based on the day wise attendance particulars certified by the concerned Directors and passed the bill amount along with performance certificate.

ELIGIBILITY CRITERIA:

1. Should have minimum of Three years (3 years) experience in providing Security services and must have ISO certification.
2. The Bidder should have provided at least 50 persons in a Government organization/PSUs/Universities, etc., with a minimum experience of two years in the field of providing security works with good performance and shall enclose the performance certificate issued by the government organization.
3. The Bidder should submit the EPF , ESI and Service tax Challans in support of the above experience.
4. Should have registered head office in the state of Telangana.
5. Should have possessed valid registration with the Labour Department.
6. Should have possessed PAN Card.
7. **Agency should have obtained a license from the 'Controlling Authority' in the state in accordance with Private Security Regulation Act 2005 for carrying on the business of Private Security Agency.**
8. Should have possessed valid registration for Service Tax **on the head of Security services Valid EPF, ESI and Professional tax Registration.**
9. **Should have minimum employees of 500 members in Security services** and evidence should be enclosed and valid contract labour licenses should be produced and the Agency should have documents providing Compliance of Minimum wage along with bank statement for a minimum 500 security personnel.
10. Should have **500 employees** under its role in **2013-14** Evidence of PF &ESI returns should be enclosed and employees contribution computerized slips copies should be produced and the Agency should have documents providing compliance of Minimum wage along with bank statement for them.
11. All the bidders shall include the following information and documents with their tenders.

Web Tender Document_Security Services

- 11.1. Copies of Original documents defining the constitution or legal status, place of registration and principal places of business; written power of attorney of the signatory of the Bid to commit the Bidder.
 - 11.2. Latest Income Tax Saral form / Returns filed (for 2012-13 and 2013-14).
 - 11.3. List of Present Clients with contract address & telephone numbers.
12. The bidder should have adequate experience in providing of such services as required in the tender. **The bidder should furnish proof of having provided such services as required in the tender for the last three financial years i.e. 2011-12, 2012-13 and 2013-14 to the amount of at least Rs.7.00 Crore per each financial year. A Certificate of the Bidders turnover for the year 2013-14 in Rupees must be enclosed and be duly certified by firm of Chartered Accountants.**

Note: Any false information with regards to the submission of the document will lead forfeit of the EMD.

The bidders must submit all relevant documentary evidence to demonstrate their eligibility for considering their bid. **The tenders received without the above documents will be rejected.**

REQUIREMENT

S.No.	Details	Security Guard (Unskilled)	Supervisor (Semi skilled)	Security Officer (Highly skilled)
1.	No of persons required for each Centre (approximately)	150	8	1

Note:- Variation in number of Security Personnel $\pm 20\%$

NOTE

A complete set of bidding documents may be purchased by interested bidders from the RGUKT contact person (“Registrar, RGUKT, Vindhya-C4 Building, IIIT Campus, Gachibowli, Hyderabad-32”) upon payment of the bid document price which is non-refundable. Payment of bid document price should be by demand draft drawn in favor of “Registrar , Rajiv Gandhi University of Knowledge Technologies “ and payable at Hyderabad (India).