



केन्द्रीय विद्यालय गुमला
KENDRIYA VIDYALAYA GUMLA

(An Autonomous Body under Ministry of Education, Govt. of India)

ट्रेनिंग स्कूल कैम्पस करमतोली रोड, गुमला – 835 207 (झारखण्ड)

Training School Campus, Karam Toli, Gumla – 835 207 (Jharkhand)

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CBSE Affiliation No. 3400036 ♦ School No. 69555

संदर्भ सं०-40018/2021-22/2151/

दिनांक: 12.04.2021

TENDER DOCUMENT
FOR PROVIDING
SECURITY / HOUSE KEEPING/ GARDENING SERVICES
TO KENDRIYA VIDYALAYA, GUMLA, BY SERVICE PROVIDER

DATE & TIME OF ISSUE OF TENDER DOCUMENT	13.04.2021 TO 28.04.2021 UP TO 1 PM
LAST DATE & TIME FOR SUBMISSION OF TENDER DOCUMENT	UPTO 1 PM BY 28.04.2021
DATE & TIME FOR OPENING OF TENDER DOCUMENT - <i>TECHNICAL/FINANCIAL BID</i>	30.04.2021

SALE & SUBMISSION OF TENDER DOCUMENT

SALE OF FORM : FROM **13.04.2021 TO 28.04.2021** 08 AM TO 1 PM ON ALL
WORKING DAYS

SUBMISSION OF TENDER DOCUMENT: **UPTO 1 PM BY 28.04.2021**

The Tender Form can be obtained from the office of Kendriya Vidyalaya, Gumla on any working day from 13.04.2021 TO 28.04.2021 up to 1 PM on payment of Rs. 200/- by Demand Draft/ Multi City Cheque drawn in favour of KV Gumla VVN A/C, payable at Gumla.

Separate form for each service such as Security, Gardening and House Keeping Services should be submitted along with the necessary documents. —

The tender shall be accepted under Bid System. The interested Service Providers are advised to submit Technical & Financial bids in a **sealed envelopes** superscribing "**TECHNICAL/FINANCIAL BID FOR PROVIDING Security / House Keeping/ Gardening Services**". Sealed envelope duly superscribing "**TENDER FOR PROVIDING "Security/House Keeping/Gardening Services "** To The Principal, Kendriya Vidyalaya, Gumla, Training School Campus, Karamtoli road, Gumla, - 835207".

The tender (Technical Bid & Financial Bid) duly completed in all respect may be send through speed post or Regd. Post to the Vidyalaya by 28.04.2021

SCOPE OF WORK AND GENERAL INSTRUCTION FOR TENDERER FOR PROVIDING HOUSEKEEPING/GARDENING/SECURITY SERVICES

1. Name of KV : Kendriya Vidyalaya Gumla.
2. Address / Location of Building: Kendriya Vidyalaya, Gumla.

The Area/ compound is surrounded by a boundary wall with one gates as the Vidyalaya is running in a temporary accommodation.

(The bidder is advised to visit and acquaint himself with the operational system. The costs of visiting shall be borne by the bidder. It shall be deemed that the contractor has undertaken a visit to the Vidyalaya and is aware of the operational conditions prior to the submission of the tender documents)

3. SECURITIES: SCOPE OF WORK:

- a. The agency is to provide security services/watch and ward services for the campus of Kendriya Vidyalaya for a period of One Year
- b. The services will be provided on 24 hours basis on all working days, non-working days inclusive of Sundays and holidays.
- c. Only UNARMED, Ex-serviceman/ Ex paramilitary personnel/ civilian guards in proper uniform with verified antecedents will be employed.
- d. The agency will be responsible for payment to these guards/security personnel. No payment or honorarium what so ever will be paid by Vidyalaya to the security personnel deployed by the agency.
- e. The agency will be responsible for ensuring proper conduct and discipline of the security personnel. Principal/VMC will have the right to direct the agency to remove/change any security guard without assigning any reasons.
- f. The agency will be responsible for taking all possible measures to safeguard the property, building and Vidyalaya premises. The agency will be held responsible for any loss of property due to negligence or failure to provide adequate security and will be liable to pay compensation. The agency will also be responsible for losses due to the negligence on the part of personnel employed by it.
- g. The security staff employed will be responsible for locking and opening of all class rooms, doors/windows and switching off all electric gadgets at the time of opening and closing of the Vidyalaya. The security staff will also be responsible for checking of water taps if left open. Any property left outside by school staff in any class room or office left unlocked by school staff should be reported to the Principal immediately. The Principal/VMC will have the right to assign any other security/safety related duties to the security staff employed by the agency.

2. CONSERVANCY (HOUSEKEEPING) : SCOPE OF WORK :

01. In general, the scope of work involves sweeping of entire of the school building and surroundings of the building and collection of all waste material and disposal of the same as per instructions of the Principal. The contractor is required to provide sufficient cleaners (safaiwalas), one of these is to be MALE/FEMALE with adequate cleaning material. The safaiwalas are to be available at the Vidyalaya as per the followings timing for work or as may be decided by the Vidyalaya:

ON WORKING DAYS

07:30 AM to 04:30 PM hours (including 1 hours lunch break)

DAILY WORK

02 The Contractor will be responsible for the following jobs daily through his employees:-

- (a) Cleaning of the floor area of all class rooms, corridors, offices & stair case, varandah etc. with wet floor dusters, detergent, disinfectants (branded & ISI mark)

- etc., once in the morning before opening of the Kendriya Vidyalaya and thereafter after interval especially in the areas like corridors, stairs reception etc.
- (b) Spraying of hygiene chemicals /disinfectants in the rooms for keeping the rooms free from mosquitoes flies etc.
 - (c) Cleaning and washing of toilets and urinals using acids, phenyl, detergents and disinfectants once in the morning and again in the afternoon and after school hours or as may be specified by the Principal & committee formed for this purpose.
 - (d) Provision of soap and liquid soap in the toilets and placing sufficient quantity of naphthalene balls/cakes and odonil cakes in the urinals. The contractor will ensure that the toiletries mentioned above are always available in each toilet in the building.
 - (e) Regular dusting/cleaning of furniture (table and chair) and equipment, telephones, book cases, filling cabinets, almirahs and doors and windows in class-rooms, all other rooms and other spaces of the school everyday before opening of the school.
 - (f) Cleaning of durries, carpets, curtains, venation blend, Library racks, and other stores and material of Vidyalaya.
 - (g) Sweeping and cleaning of open areas, passages, prayer ground, lawns etc. within the boundary of the Kendriya Vidyalaya. The garbage and foliage so collected is to be disposed-off away from the Vidyalaya at specific places earmarked by Municipal Corporation.
 - (h) In case of shortage of water or non-availability of water the contractor will be responsible for bringing water from outside for cleaning, at his own expenditure. Vidyalaya will not be responsible for providing water to the contractor in case of shortage.
 - (i) Regular cleaning of blocked commodes, urinals, drains etc. All blockages are to be attended to immediately and cleared within 24hours of notice of complaint.

WEEKLY WORK

03 The contractor will be responsible for the getting the following jobs done through his employees once a week:-

- (a) Washing and scrubbing of floor areas with detergents and dirt removing agents.
- (b) Acid cleaning of sanitary wares, without damaging their shines.
- (c) Removing stains from floor, doors and partitions by using surf or any suitable detergent without leaving any undesirable post cleaning marks.
- (d) Cleaning of filled surfaces in the corridors and staircases by removing/shifting furniture, notice boards etc.
- (e) Polishing of brass nameplates and numbers plates and cleaning of all other name plates/boards.
- (f) Dusting and cleaning of fans, electrical fittings, and cleaning of partitions/paneling etc.
- (g) Removal of cobwebs in all rooms and other spaces of the school.

QUARTERLY WORK

04 The contractor will be responsible for getting the following jobs done once in 03 months or earlier if required on instruction of Principal or monitoring committee:-

- (a) Cleaning of water tanks (RCC tanks, sintex tanks), all water coolers and any other water storage reservoir .
- (b) After cleaning such water storage tanks, date of cleaning is to be painted with paint on each tank.

05. RATES

Rates must be fixed on per week basis for the whole unit (covered area, open area, surroundings, stairs, corridors, toilets etc.) and for all items of work. At times when work is taken for a period less than a week because of closure of the school etc., rates would be calculated on pro rata basis and payment will be made accordingly.

6. The tender shall be accepted under Bid System. The interested Service Providers are advised to submit Technical & Financial bids in sealed envelopes superscripting "**TECHNICAL/FINANCIAL BID FOR PROVIDING SECURITY / GARDENING SERVICES**" to Kendriya Vidyalaya, Gumla.

7. **TECHNICAL BID of the service providers must necessarily be accompanied with Earnest Money of 25,000/- (Rupees Twenty five thousand only), refundable (without interest), in the form of Multicity Cheque / Pay Order drawn in favour of KV Gumla VVN A/C only for un-registered firms at KV. Gumla, failing which the tender shall be rejected summarily.**

8. The successful tender will have to deposit Performance Security Deposit (SD) of ` 10% of the contract value in the form of an Account payee Demand Draft. The performance security should remain valid for a period of **90 (ninety) days** beyond the date of cessation of the contract for initial one year and completion of all contractual obligations of the bidder including warranty obligations. In case, the contract is further extended beyond the initial period, the performance security will have to be accordingly renewed by the successful tender.

9. Conditional bids shall not be considered and will be out rightly rejected.

10. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the **Financial Bid Form**. In no case should there be any change in the format of the financial bid. In such cases, the tender shall be summarily rejected. However, the cuttings, if any, in the **Technical Bid Application**, the same must be attested by the person authorized to sign the tender bids.

11. In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney.

The attested copy of the **CERTIFICATE OF REGISTRATION** of firm should also be enclosed along with the tender alongwith the name of authorized partner to interact with Kendriya Vidyalaya, Gumla.

12. Each page of the tender document as well as annexure should be signed by the tender or by authorized signatories with seal of the firm.

13. The TECHNICAL & FINANCIAL BID shall be opened on the scheduled date and time (on 07.05.2018), in the Vidyalaya in the presence of the representatives of the Agency / firm if any, who wish to be present at the time of opening the tender.

14. The TECHNICAL BID if not qualified will be summarily rejected.

15. The bidding firm has to give a self-certified certificate that it has not been blacklisted by any Central Government Department/ State Govt/Autonomous Body/ PSUs/ Banks, etc. If it is subsequently found out that the bidding firm has given false information or facts or has suppressed facts or manipulated the documents, etc, the earnest money/ Security Deposit of the firm/ Agency will be forfeited and the bid/contract will be rejected/ cancelled.

16. No bidding firm will be allowed to withdraw its bids. If any firm intends to withdraw opening of technical bids, its Earnest Money Deposited (EMD) will be forfeited.

17. If after award of the contract, the successful bidder (L1) fails to provide required number of Security Guard / **Safaiwalas** / **Workers**, the contract is liable to be cancelled along-with forfeiture of SECURITY DEPOSIT and other consequential actions such as blacklisting, as deemed appropriate.

18. The lowest (L1) bidder will be decided on the basis of weighted sum as defined in the Financial Bid form.

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TERMS & CONDITIONS

1. The contract shall be valid for a period of one year from the date of awarding of the contract, which can be extended for such period as may be decided by the Principal, KV, Gumla, but not more than one year after review of performance.
2. The contract can be short closed on account of unsatisfactory services upon performance review by the Authority of Kendriya Vidyalaya, Gumla. The unsatisfactory service shall mean and include non-compliance and non-fulfilment of any of the contractual obligations by the Service Provider and or poor performance and violation of any of the terms and conditions of the tender/contract and failure on its part to correct the discrepancies/shortcomings brought to its notice in writing by the authority of Kendriya Vidyalaya, Gumla.
3. By virtue of this agreement, no relationship will be created between the Safaiwalas/ Workers and Kendriya Vidyalaya, Gumla/ KVS. It will be the sole responsibility of the Service Provider to pay salary and other perks to its Security Guards/ Safaiwalas/ Workers meeting all statutory obligations and no complaints by any of its Security Guards/ Safaiwalas/ Workers in this regard will be entertained by the Kendriya Vidyalaya, Gumla.
4. The agreement can be terminated earlier by giving two month's written notice on Kendriya Vidyalaya, Gumla side and three months' notice on the side of Service Provider without assigning any reason and the decision of the Vidyalaya authority shall be binding on the Service Provider. No claims for compensation of loss/revenues due to such decision shall be entertained.
 1. The labourers should be physically and mentally fit.
6. The Security Guard / Safaiwalas/ Workers should be neatly dressed up with proper uniform and shoes.
7. The Contractor shall get the Security Guard / Safaiwalas/ Workers screened for **visual, hearing and major physical defects and contagious diseases** and will provide a certificate to this effect to the Vidyalaya. Only physically fit Security Guard / Safaiwalas/ Workers shall be deployed for duty by the Service Provider.
8. The Security Guard / Safaiwalas/ Workers should be well versed with local languages.
9. The Service Provider shall be fully responsible and liable for any theft, burglary, fire or any other mischievous deed done by it's Security Guard / Safaiwalas/ Workers.
10. The Firm/Agency shall ensure that the wages to the Security Guard/ SAFAIWALAS/ WORKERS will be paid by the Firm/Agency in accordance with the **MINIMUM WAGES ACT** in force as per CENTRAL GOVERNMENT LABOUR ACT and other mandatory rules as in force.
11. The said Firm/Agency will be solely responsible in regard to **LEGAL OBLIGATIONS** on Security Guard / Safaiwalas/ Workers employed by it and deployed in Kendriya Vidyalaya, Gumla.
12. Verification of **CHARACTER AND ANTECEDENTS** of the Security Guard / Safaiwalas/ Workers through **POLICE is mandatory** and shall be the responsibility of the Service Provider. A declaration on the printed letter-head of the firm, stating inter-alia that the Safaiwalas/ Workers provided are of good character, duly verified by the Police from security angle should be provided to the Vidyalaya immediately after award of Contract. The Security Guard / Safaiwalas/ Workers shall not enter into any unlawful activity within the KV premises and shall have a good moral character.
13. The Safaiwalas/ Workers should be deployed for all days of the month except Sunday and Gazetted Holidays, unless otherwise required on written requisition.
14. Losses caused to the Vidyalaya due to negligence on the part of Security Guard/ Safaiwalas /Workers will be recovered from the Agency/Contractor.
15. The Security Guard / Safaiwalas /Workers provided by the Service Provider should be well mannered, courteous and polite. The Security Guard / Safaiwalas/Workers should not smoke or consume liquor while on duty and should not play cards, etc. in the Vidyalaya.
16. During the period of leave of any of the Security Guard / Gardener /Workers, the Service Provider shall deploy another Security Guard / Safaiwalas/Workers with prior intimation to the Vidyalaya.

17. The Service Provider shall be responsible for complying with obligations under Service Tax, Income tax, ESI, PF, Contract Labour (Regulation and Abolition) Act, Wages Act, Labour Laws, etc. The Service Provider shall be responsible for complying with obligations for damages to third party arising due to accident, etc.
18. It will be the responsibility of the Service provider to comply with all statutory obligations on his part arising out of this contract.
19. The quoted rates will be all inclusive of all charges, and no other charges will be paid extra.
20. The Service Provider shall authorize a person to supervise the cleaning and maintenance service who will report to the designated officer/ Principal of Kendriya Vidyalaya, Gumla. The Service Provider/ Supervisor shall report to the Vidyalaya as and when he is required by the Vidyalaya authority in connection with the Contract.
21. The payment to the Agency / Service Provider will be made against running bills on monthly basis subject to services being satisfactory. The attendance record, acquaintance, etc shall be required for processing of the payment. No payment shall be made in advance. The Service Provider shall submit the bill in the first week of following month in respect of previous month for sanction of the amount of bill and passing the bill for payment. All payments shall be made by cheque only.
22. The Vidyalaya shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties, if any.
23. The Kendriya Vidyalaya reserves the right to order any worker of the Service Provider to leave the premises of the Kendriya Vidyalaya if his/her presence at any time if felt undesirable.
24. The selected agency/ Service Provider shall have to execute an agreement on non-judicial stamp paper of **100/-** to be signed by both the parties.
25. In case of dispute of any kind, the firm shall abide by the decision of the Kendriya Vidyalaya, Gumla. In case the dispute is required to be referred to Arbitration, it shall be referred to sole arbitrator under Arbitration and Conciliation Act- 1996. The place of settlement of dispute shall be Gumla. In the case of settlements of dispute is in the court, it will be in the jurisdiction of courts at Gumla.
26. Any other provision may be incorporated by the Vidyalaya authority. The same shall also be binding on the Service Provider/ Agency.

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TECHNICAL BID QUALIFICATION CRITERIA

The Applicant must fulfill the following technical specifications in order to be eligible for technical evaluation of the bid:-

A. The Office of the Applicant/ Service Provider should be located in India. (Proof of address to be provided)

B. In case of partnership firms, a copy of the partnership agreement, or general power of Attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.

C. The Agency must have a minimum' of three years' experience in providing Conservancy/House Keeping Services to Central Government Departments/Autonomous Body/ State Govt/ Public Sector Companies/Banks. Proof of at least one contract relating to services to Central Government/State Governments/ Autonomous Body/ PSUs/Bank in last three years along with attested copies of the work order should be enclosed.

D. The Agency should have its own Bank Account. Certified copy of the account maintained for 2017-18 and 2018-19 issued by the Bank, shall be enclosed.

E. The Applicant's agency (not individual) should be registered with **Service Tax department**. Certified copy of the registration shall be attached with the Bid document.

F. The bidding firm has to give a self-certified certificate that it has not been blacklisted by any Central Government Department/ State Govt/ Autonomous Body/ PSUs/ Banks, etc.

G. If it is found that the information/ certificates furnished by the participating firm is incorrect / wrong or bogus, the firm shall be deemed blacklisted and it's bids will be ignored and Bid Security/ Performance Security will be forfeited.

H. Those agencies not registered with Kendriya Vidyalaya Gumla for the year 2019-20 should remit earnest money deposit of Rs.25,000/- for participating in the tender bid.

I. EVALUATION OF BID:

The bid will be treated as non-responsive if following documents are not attached:-

(a) Brief profile of the company and evidence to establish that the bidder has successfully executed contracts of similar nature and magnitude in the last 3 (three) years.

(b) Audited Balance Sheet & Profit and Loss Account of the last three years.

(c) List of clientele during last 3 years along with cost of assignment.

(d) PAN No. and Current IT clearance certificate.

(e) Attested copy of proof of EPF registration along with attested copies of challans for EPF payment for the year 2020-2021.

(f) Attested copy of proof of ESI registration.

(g) Attested copy of proof of Service Tax Registration.

PERFORMA FOR TECHNICAL BID		
1	Name of Agency	
2	Nature of the concern: (i.e. Sole Proprietor or Partnership firm or Company or a Government Department or a Public Sector Organization)	
3	Full Address of Registered Office Telephone No. FAX No. E-Mail Address	
4	Full address of Operating/ Branch Office in Jharkhand. Telephone No. FAX No. E-Mail Address	
5	Banker of Agency with full address (Attach Bankers certificate of account maintenance for the last three years) Telephone Number of Banker	
6	Registration No. / License No. of the Agency (attach attested copy of the Registration)	
7	Service Tax Registration No. (attach attested copy of the Registration)	
8	PAN No. of the Agency (attach copy of card)	
9	Details of major contracts handled in last 03 (three years)	Attach as per format- Annexure-I
10	Self- certificate for non-blacklisting	Attach as per format- Annexure-II.
11	Total No. of employees in the Agency	
12	Earnest Money of 25,000/- (for the 3 services) in favour of 'KV Gumla VVN A/C , KV Gumla' is to be enclosed.	DD/ Pay Order No..... date..... Name of Bank & Branch.....
13	Acceptance of Terms & Conditions of tender documents.	Attach as per format – Annexure- III

Signature of authorized person.....

Date:.....

Place:.....

Name:

.....

Seal:.....

DECLARATION

- I,Son/Daughter/Wife of Shri..... Proprietor/Director/authorized signatory of the Agency mentioned above, is competent to sign this declaration and execute this tender document;
- I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
- The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
- I hereby undertake to work at L1 rates as per the terms and conditions given in the tender documents.

Signature of authorized person.....

Date:.....

Full

Name.....

Place:

Mobile /Telephone No.....

// TO BE FURNISHED ON THE LETTER HEAD OF THE SERVICE PROVIDER//

DETAILS OF CONTRACTS FOR PAST THREE YEARS
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DETAILS OF MAJOR CONTRACTS WITH CENTRAL GOVERNMENT/AUTONOMOUS BODY/
STATE GOVERNMENTS/PSUS/ REPUTED PRIVATE FIRMS HANDLED BY THE TENDERING
AGENCY FOR PROVIDING **CONSERVANCY/ HOUSE KEEPING SERVICES** DURING THE
LAST TWO YEARS IN THE FOLLOWING FORMAT

(Attested copies of the last three years work award may be enclosed)

S. No.	Details of client along with address, telephone and FAX No.	Amount of Contract (. Lakh per year)	Duration of Contract	
			From (date)	To (date)
1				
2				
3				
4				
5				

(If the space provided is insufficient, a **separate** sheet may be attached)

Date:

Place.....

Signature of Proprietor/authorized signatory.....

Name:.....

Seal

// TO BE FURNISHED ON THE LETTER HEAD OF THE SERVICE PROVIDER//

ANNEXURE-II

Ref: F. No.....

Date:.....

TO WHOMSOEVER IT MAY CONCERN

This is to certify that M/S.....
.....

(name & address of Agency/firm) is neither blacklisted by any Government Department/
Autonomous Body/ PSU nor any criminal case is registered against the firm.

Date:

Place.....

Signature of Proprietor/authorized signatory.....

Name :.....

Seal

// TO BE FURNISHED ON THE LETTER HEAD OF THE SERVICE PROVIDER//

:ACCEPTANCE OF THE TENDERERS:

The Terms & Conditions enumerated in the document from **Sl. No.1 to 27** have been read by me/us and are acceptable to me/us.

Date:.....

Place.....

Signature of Proprietor/authorized signatory.....

Name :.....

Seal

// TO BE FURNISHED ON THE LETTER HEAD OF THE SERVICE PROVIDER//

:DECLARATION BY THE TENDERERS:

I/We, hereby undertake that payment to the workers deployed by the Agency are being paid as per existing approved wages of **CENTRAL GOVERNMENT** and the Agency has been complying with all the statutory provisions in respect of the workers deployed.

Date:.....

Place.....

Signature of Proprietor/authorized signatory.....

Name :.....

Seal

PERFORMA FOR FINANCIAL BID – HOUSE KEEPING			
1	Name of the Building / Area with address	KENDRIYA VIDYALAYA, GUMLA	
2	Area / Blocks	<p>Area for House Keeping. Principal Chamber, Office, Class Rooms along-with corridors, Computer Lab, Library, Staff Room, Play Grounds, Open Area, Cycle Stands & toilets.</p> <p>The Area/ compound is surrounded by a boundary wall with one gates including two rooms outside of the wall as the Vidyalaya is running in a temporary accommodation.</p> <p>(The bidder is advised to visit and acquaint himself with the operational system. The costs of visiting shall be borne by the bidder. It shall be deemed that the contractor has undertaken a visit to the Vidyalaya and is aware of the operational conditions prior to the submission of the tender documents)</p>	
3	No. of days during the month for which service is required.	All days of the month except Sunday and Gazetted Holidays, unless otherwise required on written requisition. Additional charges for housekeeping services etc on Sunday/holiday(s), whenever required, will be paid on pro-rata basis.	
4	No. of Safaiwalas /Housekeeping required in the Vidyalaya	1 (One).	
Sl. No.	Details	Amount (in Rupees) per Month	
		Housekeeping Per labour	
I. FIXED (NOT NEGOTIABLE)		In figure	In Words
1	Min. Wages per housekeeping staff as per notification from the Office of the Labour Commission of Government of India per Safaiwala (Labour Commissioner notification is to be enclosed).		
2	E.P.F. Charges, if applicable (Please enclose the proof of rates of concerned authority)		
3	E.S.I. Charges, if applicable (Please enclose the proof of rates of concerned authority)		
4	Service Tax, if applicable (Please enclose the proof of rate of concerned authority)		
II. NEGOTIABLE			
1	Service charges inclusive of Uniforms/Bonus per labourer.		
III. TOTAL MONTHLY CHARGES PER LABOURER (I + II)			
IV. TOTAL MONTHLY CHARGES FOR 1 LABOURERS PER MONTH			

Date:.....

Place.....

Signature of Proprietor/authorized signatory.....

Name :.....

Seal

PERFORMA FOR FINANCIAL BID – SECURITY			
1	Name of the Building / Area with address	KENDRIYA VIDYALAYA, GUMLA	
2	Area / Blocks	Area for Gardening. Play Ground, Garden Area of School, around the outside of the boundary wall, Open Area & Cycle Stands. The Area/ compound is surrounded by a boundary wall with two gates including two rooms outside of the wall as the Vidyalaya is running in a temporary accommodation. (The bidder is advised to visit and acquaint himself with the operational system. The costs of visiting shall be borne by the bidder. It shall be deemed that the contractor has undertaken a visit to the Vidyalaya and is aware of the operational conditions prior to the submission of the tender documents)	
3	No. of days during the month for which service is required.	24 Hours security services on shift basis on all days.	
4	No. of Securities required in the Vidyalaya	03 (Three) 8 hours duty each.	
Sl. No.	Details	Amount (in Rupees) per Month	
		Securities (Per person)	
I. FIXED (NOT NEGOTIABLE)		In figure	In Words
1	Min. Wages per security as per notification from the Office of the Labour Commission of Government of India per Security. (Labour Commissioner notification is to be enclosed).		
2	E.P.F. Charges, if applicable (Please enclose the proof of rates of concerned authority)		
3	E.S.I. Charges, if applicable (Please enclose the proof of rates of concerned authority)		
4	Service Tax, if applicable (Please enclose the proof of rate of concerned authority)		
II. NEGOTIABLE			
1	Service charges inclusive of Uniforms/Bonus etc per security.		
III. TOTAL MONTHLY CHARGES FOR EACH SECURITY (I + II)			
IV. TOTAL MONTHLY CHARGES FOR 03 (THREE) SECURITIES			

Date:.....

Place.....

Signature of Proprietor/authorized signatory.....

Name :.....

Seal