

CHANAKYA NATIONAL LAW UNIVERSITY, PATNA

Nyaya Nagar, Mithapur, Patna -1, Ph. No. – 0612-2352300, Website: <http://cnlu.ac.in>

NIQ No.- 18/2016-17 (Group A)

Dated: 28/12/2016

Sealed quotations are invited under Two-Bid system from reputed agencies, having capacity to provide the required number of uniformed trained manpower for the security services of Chanakya National Law University, Nyaya Nagar, Mithapur, Patna for a period of two years.

Last date for submission/receipt of quotation(s) is 16.01.2017 at 4:00 pm Hrs. which be opened in the presence of quotationers or their authorized representatives who wish to be present on the same day at 4:30 pm in the Office of Registrar, CNLU, Patna. The quotations received after the above said scheduled date and time will not be considered.

The important dates are mentioned below:

SCHEDULE:

Last date & Time of submitting filled in Quotation document	: up to 16.01.2017 till 4.00 pm
Date of Pre-Bid Meeting	: 06.01.2017 at 12.30 pm
Date & Time for opening of Technical Bid	: 16.01.2017 at 4.30 pm
Date & Time of opening of Financial Bid	: 18.01.2017 at 2.30 pm
Place of all meetings	: Registrar Chamber, CNLU

INSTRUCTIONS TO QUOTATIONERS

1. GENERAL:-

1.1 The present quotation is being invited for Security Services under which the contractor shall provide uniformed and trained personnel and will use its best endeavours to provide security of building, equipment's, materials and staff working in Chanakya National Law University, monitoring and surveillance of the premises.

2. ELIGIBLE QUATATIONER:-

2.1. All security agencies who are providing similar kind of services for at least last three consecutive years and having annual average turnover of Rs.6.00 Lakhs during the last three financial years in the books of accounts and being run by Ex Servicemen/Ex-Para-military men.

2.2. The Quotationer should have the experience of completion of similar works in any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or

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Government of Bihar or any other State Government or Public Sector Banks or Local Bodies/Municipalities as follows:-

- (a) Three similar completed works costing not less than the amount is 9.00 Lakhs of the estimated cost; or
- (b) Two similar completed works costing not less than the amount equal to 11 lakh of the estimated cost; or
- (c) One similar completed work costing not less than the amount equal to Rs. 13 Lakhs of the estimated cost.

3. QUALIFICATION OF THE QUOTATIONER:-

3.1. The Quotationer, to qualify for the award of contract, shall submit a written power of attorney authorizing the signatories of the bid to participate in the quotation.

3.2. The Quotationer shall submit full details of his ownership and control or, if the Quotationer is a partnership, full details of ownership and control of each member thereof.

3.3. Quotationer or members of a partnership, shall submit a copy of PAN card No. under the Income Tax Act.

3.4. Quotationer must submit copies of all documents required, duly self-attested, along with technical bid of the quotation.

3.5. Each Quotationer is required to confirm and declare with his bid that no agent, middleman or any intermediary has been, or will be, engaged to provide any services, or any other item or work related to the award and performance of this contract. They will have to further confirm and declare that no agency commission or any payment which may be construed as an agency commission has been or will be paid and that the quotation price will not include any such amount. If the Chanakya National Law University subsequently finds to the contrary, it reserves the right to declare the Quotationer as non-compliant and declare any contract if already awarded to the Quotationer to be null and void.

3.6. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.

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4. Amendment of Quotation

- I. At any time prior to the last date for receipt of Quotations, the CNLU, may, for any reason, whether at its own initiative or in response to a clarification requested by the Quotationer, modify the Quotation by issuing an addendum/corrigendum. Any such amendment issued along with the original Quotation document will constitute Revised Quotation.
- II. The addendum/corrigendum will be uploaded on the CNLU website. The Quotationers are requested to visit the website frequently to check for any amendments.
- III. The CNLU may at any time during the Quotationing process but before opening the technical quotation request the Quotationers to submit revised Technical / Commercial Quotations and/or Supplementary Commercial Quotations, in case of change in Scope of Work, without thereby incurring any liability to the affected Quotationer or Quotationers.

5. COST OF QUOTATIONS:-

The cost of quotation is Rs. 2500/-(Two Thousand Five Hundreds) only and is to be submitted in shape of the demand draft drawn on any schedule Bank in favour of Registrar, Chanakya National Law University, payable of Patna.

6. VISIT TO UNIVERSITY:-

The Quotationer is required to provide security services to Chanakya National Law University and is advised to visit and acquaint himself with the operational system. The cost of visiting shall be borne by the Quotationer. It shall be deemed that the contractor has undertaken a visit to Chanakya National Law University and is aware of the operational conditions prior to the submission of the quotation documents.

7. QUATATIONER DOCUMENTS:-

7.1. Contents of Quotation Documents.

7.1.1. The Quotation Invitation Document has been prepared for the purpose of inviting quotations for providing Security Services. The Quotation document comprises of:

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- (a) Notice of Invitation of Quotation.
- (b) Terms and Conditions.
- (c) Quotation form for providing security services (Annexure-I)
- (d) Scope of Work (Annexure-II)
- (e) Check list for Pre-qualification terms (Annexure-III)
- (f) Undertaking (Annexure-IV)
- (g) Price Bid for Security Services (Annexure-V)

7.1.2. The quotationer is expected to examine all instructions, Forms, Terms and Conditions in the quotation document. Failure to furnish all information required by the quotation document or submission of a quotation not substantially responsive to the Quotation document in every respect will be at the quotationer risk and may result in rejection of his quotationer.

7.1.3. The Quotationer shall not make or cause to be made any alteration, erasure or obliteration to the text of the Quotation document.

8. PREPARATION OF QUOTATION

8.2. Documents Comprising the Quotation

Quotation document issued for the purposes of quotationing as described in Clause 7.1 and any amendments issued shall be deemed as incorporated in the Quotation.

8.2.1. The Quotationer shall, on or before the date given in the Notice Invitation to Quotation, submit his Quotation in sealed envelopes clearly marked with the name of the Quotation.

8.2.2. One copy of the Quotation document and Addenda, if any, thereto with each page signed and stamped shall be annexed to acknowledge the acceptance of the same.

8.2.3. The Quotationer shall deposit Bid Security (Earnest Money Deposit) for an amount of Rs.36000 in the form of an Account Payee DD, from a commercial bank, in favour of The Registrar, Chanakya National Law University Patna along with the Quotation document. Bid securities of the unsuccessful Quotationers will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.

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8.3. QUOTATION PRICES:-

8.3.1. Quotationer shall quote the rates in Indian Rupees for the entire contract on a 'single responsibility' basis such that the price covers contractor's all obligations mentioned in or to be reasonably inferred from the Quotation document in respect of the Security Services at Chanakya National Law University. This includes all the liabilities of the contractor such as cost of uniform and identity cards of personnel deployed by the contractor and all other statutory liabilities like Minimum Wages, ESI, PF contributions, service charges, all kinds of taxes etc. which should be clearly stated by the contractor.

8.3.2. The rates and prices quoted by the Quotationer shall be inclusive of Service Tax.

8.3.3. The rate quoted shall be responsive and the same should be inclusive of all Statutory obligations such as Minimum Wages, ESI, PF contributions, wages for leave reserve, service charges, all kinds of taxes etc. The offers of those prospective Quotationers which do not meet the statutory requirements are liable to be rejected.

8.3.4. Conditional bids/offers will be summarily rejected.

8.4. FORM OF QUOTATIONER:-

The quotation shall be completed in all respects and duly signed and stamped by an authorized and empowered representatives of the Quotationer. If the Quotationer comprises a partnership firm, the Form of Bid shall be signed by a duly authorized representative of each member of participant thereof.

8.5. Duration of Contract:-

The contract may be valid initially for two years and the Department reserves the right to curtail or to extend the validity of contract on the same rates and terms and conditions for such period as may be agreed to, but not beyond further two years.

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8.7. QUOTATIONER SECURITY:-

8.7.1. The quotationer shall deposit Bid Security payable at Patna (Earnest Money Deposit) for an amount of Rs.36000/- in the form of an Account Payee DD, from a commercial bank in an acceptable form in favour of

Registrar, Chanakya National Law University, Patna along with the technical quotationer document.

8.7.2. Any Quotation not accompanied by Bid Security shall be rejected.

8.7.5. Bid Security shall be forfeited if the Quotationer withdraws his bid during the period of Quotation validity.

8.7.6. Bid Security shall be forfeited if the successful Quotationer refuses or neglects to execute the Contract or fails to furnish the required Performance Security within the time frame specified by the Department.

8.8. Format and Signing of Quotation:-

8.8.1. The Quotationer shall submit one copy of the quotation document and addenda, if any, thereto, with each page of this document signed and stamped to confirm the acceptance of the terms and conditions of the quotation by the Quotationer.

8.8.2. The documents comprising the bid shall be typed or written in indelible ink and all pages of the bid shall be signed by a person or persons duly authorized to sign on behalf of the Quotationer. All pages of the bid, where entries or amendments have been made, shall be signed by the person or persons signing the bid.

8.8.3. The bid shall contain no alterations, omissions or additions except those to comply with instruction issued by the Department, or are necessary to correct errors made by the Quotationer, in which case such corrections shall be initialled /signed and dated by the person or persons signing the quotation.

9. Submission of Bids:-

9.1.1. The Quotationer shall submit the Pre-qualification Bid and Technical Bid in a separate sealed cover and the Financial Bid in another sealed cover duly superscribed and all these two sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed.

9.1.2. The sealed cover of Technical quotation should consist of the following documents:-

- (a) Bid Security (Earnest Money Deposit) for an amount of Rs36000/- in the form of an Account Payee DD, from a commercial bank in an acceptable form in favour of **“Registrar Chanakya National Law University, Patna ”**payable at Patna.

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- (b) Self attested one recent passport size photograph(s) of the authorized person(s) of the firm/agency with name, designation, Office/Residential address and office Telephone numbers, whether the Quotationer is a sole proprietor/partnership firm and if partnership firm, names addresses and telephone numbers of Directors/Partners also;
- (c) Self attested copy of PAN No. card under Income Tax Act;
- (d) Self attested copy of Service Tax Registration Number;
- (e) Self attested copy of Valid Registration No. of the Agency/Firm;
- (f) Self attested copy of valid Provident Fund Registration Number;
- (g) Self attested copy of valid ESI Registration Number;
- (h) Self attested copy of valid Licence and Number under Contract Labour Act and under any other Acts/Rules;
- (i) Proof of valid DGR sponsorship or proof of being run by Ex-serviceman/exPara-Military personnel;
- (j) Proof of Average Annual turnover as stated in Clause 2.1 supported by audited Balance Sheet;
- (k) Proof of experience supported by documents from the concerned organizations;

9.1.3. The sealed cover of Price quotationer should contain Annexure-V i.e. Price bid in original duly filled in figures and words.

9.1.4. The quotation shall remain valid and open for acceptance for a period of 90 days from the last date of submission of quotation.

10.1 Quotation Opening and Evaluation:-

10.1.1. The authorized representatives of the University will open the Prequalification/Technical Bids in the presence of the Quotationers or their representatives who choose to attend at the appointed place and time.

10.1.5. Financial bids of only the technically qualified Quotationers will be opened for evaluation in the presence of qualified Quotationers.

10.2 Right to accept any quotation and to reject any or all quotations:-

10.2.1. The University, is not bound to accept the lowest or any quotation and may at any time by notice in writing to the Quotationers terminate the quotationing process.

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10.2.2. The University, may terminate the contract if it is found that the contractor is black listed on previous occasions by the any of the Departments/Institutions/Local Bodies/Municipalities/Public Sector Undertakings, etc.

11.1 Award of Contract:-

11.1.1. The University, will award the contract to the successful evaluated Quotationer whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.

TERMS AND CONDITIONS OF THE CONTRACT

1. The security personnel provided shall be the employees of the Contractor and all statutory liabilities will be paid by the contractor such as ESI, PF, Workmen's Compensation Act, etc. The list of staff going to be deployed shall be made available to the University and if any change is required on part of the University fresh list of staff shall be made available by the agency after each and every change.
2. The contractor shall abide by and comply with all the relevant laws and statutory requirements covered under Labour Act, Minimum Wages and (Contract Labour (Regulation & Abolition Act 1970), EPF etc. with regard to the Security personnel engaged by him for works. It will be the responsibility of the contractor to provide details of manpower deployed by him, in the university and to the Labour department.
3. The antecedents of security staff deployed shall be got verified by the contractor from local police authority and an undertaking in this regard to be submitted to the University and University shall ensure that the contractor complies with the provisions.
4. The Contractor will maintain a register on which day to day deployment of personnel will be entered. This will be countersigned by the Security supervisor/officer of the university. While raising the bill, the deployment particulars of the personnel engaged during each month, shift wise, should be shown.
5. All liabilities arising out of accident or death while on duty shall be borne by the contractor.
6. Adequate supervision will be provided to ensure correct performance of the said security services in accordance with the prevailing assignment instructions agreed upon between the two parties. In order to exercise effective control & supervision over the staff of the Contractor deployed, the supervisory staff will move in their areas of responsibility.
7. All necessary reports and other information will be supplied immediately as required and regular meetings will be held with the Registrar, Chanakya National Law University, Patna.

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8. Contractor and its staff shall take proper and reasonable precautions to preserve from loss, destruction, waste or misuse the areas of responsibility given to them by the University and shall not knowingly lend to any person or company any of the effects of the University under its control.
9. The security staff shall not accept any gratitude or reward in any shape.
10. Under the terms of their employment agreement with the Contractor the Security staff shall not do any professional or other work for reward or otherwise either directly or indirectly, except for and on behalf of the Contractor.
11. That in the event of any loss occasioned to the University, as a result of any lapse on the part of the contractor which will be established after an enquiry conducted by the University, the said loss can claim from the contractor up to the value of the loss. The decision of the Registrar will be final and binding on the agency.
12. The contractor shall do and perform all such Security services, acts, matters and things connected with the administration, superintendence and conduct of the arrangements as per the direction enumerated herein and in accordance with such directions, which the University may issue from time to time and which have been mutually agreed upon between the two parties.
13. The Chanakya National Law University shall have the right, within reason, to have any person removed that is considered to be undesirable or otherwise and similarly Contractor reserves the right to change the staff with prior intimation to the University.
14. The contractor shall be responsible to maintain all property and equipment of the entrusted to it.
15. The contractor will not be held responsible for the damages/sabotage caused to the property of the University due to the riots/mobs attack/armed dacoit activities or any other event of force majeure.
16. The contractor will deploy supervisors as per the need given by the University. The supervisor shall be required to work as per the instructions of Chanakya National Law University.
17. The personnel engaged by the contractor shall be dressed in neat and clean uniform (including proper name badges).
18. The personnel engaged have to be extremely courteous with very pleasant mannerism in dealing with the Staff/Students/Attendants and should project an image of utmost discipline. The University shall have right to have any person moved in case of students/staff complaints or as decided by security officer if the person is not performing the job satisfactorily or otherwise.
19. Any damage or loss caused by contractor's persons to the University in whatever form would be recovered from the contractor.
20. The university will give basic training/familiarization of the Security and door keeping services required to be done by the personnel to be deployed by the contractor under the contract for 2 to 3 days and this period will not be counted as shift manned by contractor's personnel for the purpose of payment under the contract.
21. The contractor shall deploy his personnel only after obtaining the university approval duly submitting curriculum vitae (CV) of these personnel, the university shall be informed at least one

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week in advance and contractor shall be required to obtain the Chanakya National Law University approval for all such changes along with their CVs.

32. During the course of contract, if any contractor's personnel are found to be indulging in any corrupt practices the university shall be entitled to terminate the contract forthwith duly forfeiting the contractor's Performance Guarantee.
33. The contractor shall not engage any such subcontractor or transfer the contract to any other person in any manner.
34. The contracting agency shall not employ any person below the age of 18 yrs. And above the age of 55 yrs. Manpower so engaged shall be trained for providing security services.
35. The contractor shall ensure to provide at least one female security guard in each shift in Girls Hostel.
36. The contractor shall get guards and supervisors screened for visual, hearing, gross physical defects and contagious diseases and will provide a certificate to this effect for each personnel deployed. Hospital will be at liberty to get anybody re-examined in case of any suspicion. Only physically fit personnel shall be deployed for duty.
37. Security staff engaged by the contractor shall not take part in any staff union and association activities.
38. The university shall not be under any obligation for providing employment to any of the worker of the contractor after the expiry of the contract. The university does not recognize any employee employer relationship with any of the workers of the contractor.

JURISDICTION OF COURT

All disputes are subject to the Court of the jurisdictions at Patna

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ANNEXURE-I

TECHNICAL QUOTATION FORM FOR PROVIDING SECURITY SERVICES

1.	Passport size photograph of quotationer	
2.	Details of Cost of quotation of Rs. 2500/-	
3.	Names, address of firm/Agency Telephone numbers.	
4.	Registration No. of the Firm/ Agency	
5.	Name, Designation, Address and Telephone No. of Authorized person of Firm/ Agency to deal with	
6.	Please specify as to whether Quotationer is sole proprietor/ Partnership firm. Name and Address and Telephone No. of Directors/partners should specified.	
7.	Copy of PAN card issued by Income Tax Department and Copy of previous Financial Year's Income Tax Return.	
8.	Provident Fund Account No.	
9.	ESI Number	
10.	License number under Contract Labour (R&A) Act.	
11.	Details of Bid Security deposited Amount DD No. in favour of: Registrar Chanakya National Law University, Patna Date of issue: Name of issuing authority:	
12.	Any other information	

Declaration by the Quotationer:

This is to certify that I/We before signing this quotation have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves abide by them.

(Signature of the Quotationer)
Name and Address (with seal)

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ANNEXURE-II

SCOPE OF WORK OF THE CONTRACTOR

- I. The contractor shall have to provide the security services in the Chanakya National Law University Nyaya Nagar, Mithapur, Patna-800001.
- II. The contractor shall ensure protection of the personnel & property of the university, prevent trespass in the assigned area with/without arms, perform watch and ward functions including night patrol on the various points and to prevent the entry of stray dogs and cattle and anti-social elements, unauthorized persons and vehicle into the campus of the Chanakya National Law University.

DUTIES AND RESPONSIBILITY OF SECURITY STAFF:

1. The Security Supervisor will be responsible for overall security arrangement of the concerned university covered in the contract.
2. Security Supervisor will ensure that all the instructions of the administration are strictly followed and there is no lapse of any kind.
3. No outsiders are allowed to enter in the building without proper Gate Pass issued by the Authorized Officer of the university.
4. No items are allowed to be taken out without proper Gate Passes issued by the competent officers as laid down in the contract or authorized by the employer for in-out movement of stores. The specimen signatures and telephone numbers of the above stated officers will be available with the Security personnel.
5. The officers and staff of the university will keep the Identity cards with them for checking and allowing entry by the security personnel.
6. Deployment of Guards/Security Supervisors will be as per the instructions of the authorities of the university and the same will be monitored personally by the concerned authorities from time to time for its optimum utilization.
7. Security personnel deployed in the premises on holidays and Sundays will be assessed as per actual requirement and the number of personnel will be suitably reduced.

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8. The Security Supervisor/Guard will also take round of all the important and sensitive points of the premises as specified by the Department.
9. The Guards on duty will also take care of vehicles, scooters/motor cycles/bicycles parked in the parking sites located within the premises of the Department.
10. Entry of the street-dogs and stray cattles into the premises is to be prevented. It should be at once driven out.
11. The Guards on patrol duty should take care of all the water taps, valves, water hydrants, etc. installed in the open all over the premises.
12. It should be ensured that flower plants, trees and grassy lawns are not damaged either by the staff or by the outsiders or by stray cattles.
13. The Security Guards/Supervisors should be trained to extinguish fire with the help of fire extinguishing cylinders and other fire-fighting material available on the spot. They will also help the fire-fighting staff in extinguishing the fire or in any other natural calamities.
14. In emergent situations, security staff/supervisor deployed shall also participate as per their role defined in the disaster plan, if any, of the University. Guards/Supervisors should be sensitized for their role in such situations.
15. The Security Supervisor/Guards are required to display mature behaviour, especially towards female staff and female visitors.
16. The Security Guard on duty shall not leave the premises until his reliever reports for duty.
17. Any other provisions as advised by the university may be incorporated in the agreement. The same shall also be binding on the contractor.

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ANNEXURE-III

CHECK-LIST FOR PRE-QUALIFICATION BID FOR SECURITY SERVICES

<u>Sr. No.</u>	<u>Documents asked for</u>	<u>Page number at which document is placed</u>
1.	Bid Security (EMD) of Rs.36000/-(Thirty Six Thousand) in the form of DD issued by any scheduled commercial bank in favour of Registrar, Chanakya National Law University, Patna	
2.	One self-attested recent passport size photograph of the Authorized person of the firm/agency, with name, designation, address and office telephone numbers. If the Quotationer is a partnership firm, name designation, address and office telephone numbers of Directors/Partners also.	
3.	Undertaking on a Stamp paper of Rs.100/- (Rupees one hundred only) as per format prescribed in Annexure-VII).	
4.	Self-attested copy of the PAN card issued by the Income Tax Department with copy of Income-Tax Return of the last financial year.	
5.	Self-attested copy of Service Tax Registration No.	
6.	Self-attested copy of valid Registration number of the firm/agency.	
7.	Self-attested copy of valid Provident Fund Registration number.	
8.	Self-attested copy of valid ESI Registration No.	
9.	Self-attested copy of valid License No. under Contract Labour (R&A) Act, 1970.	
10.	Proof of valid DG® sponsorship or proof of being run by an Ex-Serviceman/Ex-Paramilitary man (as applicable).	
11.	Proof of experiences of last three financial years as specified in clause 2.2 of the NIT along with satisfactory performance certificates from the concerned employers.	
12.	Annual returns of previous three years supported by audited balance sheet (clause 2.1 of NIT)	
13.	Any other documents, if required.	

Signature of the Quotationer

(Name and Address of the Quotationer) Telephone No.

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CHECKLIST FOR TECHNICAL EVALUATION

<u>Sr. No.</u>	<u>Information to be provided</u>	<u>To be filled by the Quotationer</u>	<u>For office use</u>
1.	Annual Turnover (in Lakhs)		
2.	Manpower on roll		
3.	Experience of running Security services (in years)		
4.	Volume of work done during last three financial years as		
5.	Single work of more than Rs.13 lakhs during last three years.		
6.	Training set-up [No. of Trainers] (a) Part-Time (b) Full-Time (c) Below JCO Rank (d) Above JCO Rank		
7.	No. of Supervisory Field Staff		
8.	ISO Certification of the firm (Yes/No)		

Note: Photocopies of all necessary documents duly self attested must be attached for verification of the information provided.

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Annexure IV

(ON A STAMP PAPER of Rs.100/-)

UNDERTAKING

To

(Designation and Name of the concerned Department)

Name of the firm/Agency_____

Name of the quotation_____ Due date: _____

Sir,

1. I/We hereby agree to abide by all terms and conditions laid down in quotation document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions.
3. The documents submitted with the quotation are genuine the information given are correct. We have not been debarred or black listed by any organization in past. No FIR has even been lodged against us.
4. I/We abide by the provisions of Minimum Wages Act, Contract Labour Act and other statutory provisions like Provident Fund Act, ESI Bonus, Gratuity, Leave, Relieving Charges, Uniform and Allowance thereof and any other charges applicable from time to time. I/We will pay the wages to the personnel deployed as per Minimum Wages Act as amended by the Government from time to time and shall be fully responsible for any violation.
5. I/We do hereby undertake that complete security of the university shall be ensured by our Security Agency, as well as any other Point considered by our Agency.

(Signature of the Quotationer)

Name and Address of the Quotationer. Telephone No.

CHANAKYA NATIONAL LAW UNIVERSITY, PATNA

Nyaya Nagar, Mithapur, Patna -1, Ph. No. – 0612-2352300, Website: <http://cnlu.ac.in>

NIQ No.- 18/2016-17 (Group A)

Dated: 28/12/2016

ANNEXURE-V

FINANCIAL QUOTATION

EARNEST MONEY:- Rs.36000/-

PRICE BID FOR SECURITY SERVICES

<u>Sr. No.</u>	<u>Designation</u>	<u>Number of manpower required per day</u>	<u>Monthly amount (Rupees in words and figures)</u>	<u>Yearly amount (Rupees in words and figures)</u>
1.	Security Guard	15		
2.	Security Supervisor	2		

(Signature of the Quotationer)

CHANAKYA NATIONAL LAW UNIVERSITY, PATNA

Nyaya Nagar, Mithapur, Patna -1, Ph. No. – 0612-2352300, Website: <http://cnlu.ac.in>

NIQ No.- 18/2016-17 (Group A)

Dated: 28/12/2016

Note:-

1. The **Security Guard** will be considered under the **Semi-skilled category**. Contractor shall provide uniformed and trained personnel and use its best endeavour to provide Security services to the University for providing safety, monitoring and surveillance.
2. Rates quoted will include all statutory obligations of the contractor under Minimum Wages Act, Contract Labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the contractor, all kinds of taxes, service charges, etc. of the agency. The rate quoted will be for per shift of eight hours per person per day.
3. The contract is for two years.
4. The number of manpower required shown above is indicative and the actual quantity may vary.
5. The Quotationers may quote the rates in Indian Rupees.
6. The contractor will have to adjust the competent security staff already deputed in university through outsourcing agency. Balance of security staff will have to be provided by the contractor.