


गांधी स्मृति एवं दर्शन समिति  
गांधी दर्शन, राजघाट  
नईदिल्ली

निविदा आमंत्रण सूचना

सुरक्षा सेवाओं के लिए दो भागों में मुहरबंद निविदा तकनीकी बोली 'ए' तथा वित्तीय बोली 'बी' आमंत्रित की जा रही है।

निविदा दस्तावेज के साथ विस्तृत विज्ञापन गांधी दर्शन, राजघाट से प्राप्त किये जा सकते हैं या [website https://gandhismriti.gov.in](https://gandhismriti.gov.in) पर दिनांक 31 अगस्त 2019 से डाउनलोड किया जा सकता है। निविदा दस्तावेज जमा करने की अंतिम तिथि 20 सितम्बर 2019 सायं 5.00 बजे तक है।

  
प्रशासनिक अधिकारी  
गांधी स्मृति एवं दर्शन समिति

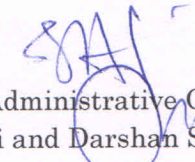
**GANDHI SMRITI AND DARSHAN SAMITI**

Gandhi Darshan, Rajghat,  
New Delhi.110002

**Notice Inviting tender**

Sealed Tenders in two parts i.e. Technical Bid- 'A' and Financial Bid-'B' are invited for Security Services.

Detailed advertisement along with tender documents can be had from Gandhi Darshan, Rajghat or downloaded from website <https://gandhismriti.gov.in> from 31<sup>st</sup> August 2019. The last date of submission of complete tender documents is 20<sup>th</sup> September 2019 upto 5.00 P.M.

  
Administrative Officer  
Gandhi Smriti and Darshan Samiti

**GANDHI SMRITI AND DARSHAN SAMITI  
GANDHI DARSHAN , RAJGHAT,  
NEW DELHI**

**TENDER NOTICE**

No. F. 3/57/(1)/2019-20/GSDS/

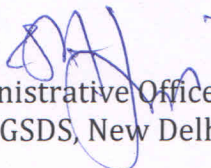
Dated the 31<sup>st</sup> August 2019

Sealed tenders are invited on behalf of the Director, GSDS from the registered agencies/contractors located in Delhi and having License for supply of Security Guards from Ministry of Labour, Labour Commissioner for deployment at the premises of GSDS viz. Gandhi Smriti, 5 Tees January Marg, New Delhi and Gandhi Darshan, Rajghat, New Delhi.

The contractor will provide only those Security Guards whose police verification have been got done or would be got done within one month's time from the date of their posting.

Tender Form can be obtained from Gandhi Darshan, Rajghat, New Delhi up to 12.00 noon on 31<sup>st</sup> August 2019, on payment of Rs. 500.00 in Cash (Non-refundable) on any working day or can also be downloaded from [www.gandhismriti.org](http://www.gandhismriti.org) for which Rs.500.00 in the form of Demand Draft in favour of "Director, Gandhi Smriti and Darshan Samiti, New Delhi" payable at New Delhi be remitted along with "Technical Bid". **Tenderers should submit their bids in two separate SEALED ENVELOPES, superscribing, "Technical Bid for Security Guard(s)" and "Financial Bid for Security Guard(s)", duly complying the instructions contained in the Tender form (enclosed at Annexure-I to V)**, addressed to the Administrative Officer latest by 05.00 p.m. on 20<sup>th</sup> September 2019 at the above office address. EARNEST MONEY DEPOSIT of Rs.5.00 Lakh in the form of Demand Draft drawn from any Nationalized Bank in favour of Director, Gandhi Smriti and Darshan Samiti, New Delhi must be enclosed with the "Technical Bid" only, to avoid an outright rejection of the bid.

Technical Bid of the tenderers will be opened at 11.00 a.m. on 21<sup>st</sup> September 2019 in the presence of the tenderers who may like to be present. Financial Bid will be opened later in respect of those only who are found suitable in technical bid. "Director, GSDS, New Delhi" reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever thereof.

  
Administrative Officer  
GSDS, New Delhi

**ANNEXURE-I**  
**Price: Rs.500/-**

**GANDHI SMRITI AND DARSHAN SAMITI**  
**GANDHI DARSHAN, RAJGHAT,**  
**NEW DELHI**

**TENDER FORM**

**Part 'A'- Technical Bid**

(Note: Tenderer must read 'Instructions to Tenderers' and Terms and Conditions before filling the particulars in this part).

1.	Credentials of the Tenderers	
1.1	Name of Agency	
1.2	Registration No. and year of Registration (with documentary Evidence)	
1.3	Organisation to whom the Agency has been registered with	
1.4	Office Address and Tel. No.	
1.5	Name (s) of the Proprietor/Partners	
1.6	Is the Establishment Registered with Chief Labour Commissioner (Central) under contract Labour (Regulation & Abolition ) Act. 1970?	
1.7	If registered with Chief Labour Commissioner (Central) a copy of registration/License may be enclosed.	
1.8	PSRA Registration No., Delhi and NCR	
	Particulars of Demand Draft/Bank Draft No. paid as Earnest Money Deposit (EMD)	
i.	Amount	Rs.5.00 Lakh
ii.	Cheque/D.D. No.	
iii.	Issuing Bank & Branch with date of issue	

SIGNATURE OF THE TENDERER  
WITH OFFICIAL SEAL AND COMPLETE ADDRESS:

TELEPHONE No.

Date:

**Note: For Terms and Conditions, please see enclosed instructions at Annexure-II.**

**Annexure - II**

Gandhi Smriti and Darshan Samiti  
Gandhi Darshan, Rajghat  
New Delhi -110002.

No. F. 3/57/(1)/2019-20/GSDS/

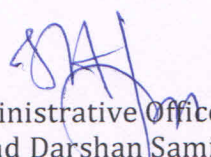
**Subject: Terms and condition for supply for Security Guards in GSDS**

Sealed tenders/quotations are invited for the supply/provision on contract basis of Security Guards at Gandhi Smriti, 5 Tees January Marg, and Gandhi Darshan, Rajghat' on terms and conditions mentioned hereunder:

1. The number of Security Guards required will be about 47 and may be increased or decreased according to need as it arises.
2. The work involves providing security to the premises and assets of the Samiti at both campuses, manning of gates round the clock and regulate entry to campuses particularly of visitors and employees and vehicles.
3. The Samiti will have the right to ask for removal/replacement of any worker without assigning any reason therefore.
4. The successful winner of the contract will be required to deposit a sum of Rs.5.00 Lakh as Earnest Money Deposit (EMD) refundable within 15 days of the termination of contract.
5. **Agreement:**
  - a) The successful applicant shall execute an agreement for the fulfillment of the contract on Rs.100/- non-refundable stamp paper within seven days from the date of acceptance of the tender clearly indicating rights and obligations with respect to Security services. The incidental expenses of execution of agreement shall be borne by the contractor(s).
  - b) The successful applicant for Security services shall before executing the agreement, furnish unconditional and irrevocable performance bank guarantee in favour of Director, Gandhi Smriti and Darshan Samiti for an amount of Rs.5.00 Lakh- as per **Annexure - V.**
6. The payment will be made every month through RTGS on presentation of bill(s)
7. The contract will be for one year, renewable for further period, if required.

8. The contractor will give a written undertaking to the effect that he/she is paying GST and the employee is provided E.P.F. and E.S.I. facility required under the law and rules in force.
9. None of the persons should be of non-employable age.
10. Only that Security Agency/firm who have valid license or NOC from the Government Delhi Police and PSRA registration will be awarded contract.
11. All the Security Guards engaged will be assigned duty in three duty schedule during the month on all days and as per their duty timings they will be present on their posts in time and will mark attendance in the register kept by the Samiti at the time of their arrival and departure.
12. No payment will be claimed by the contractor nor paid by the Samiti except payment per person per month at the rate offered by the contractor and accepted by the Samiti. The rates offered will be all inclusive and the Samiti will not pay separately for E.S.I., E.P.F. GST and all other allowances or any other facility given/required to be provided by the contractor.
13. The Samiti will compensate the employees for any work or job after office hour in terms of O.T.A. rules.
14. Complete supervision will be the responsibility of the contractor under the guidance and control of Samiti(s) officials.
15. The rates offered will be valid for one year and notwithstanding any contrary provision will not be revised.
16. The contractor will submit to the Samiti verified and verifiable identity proof of Security Guards engaged by him.
17. While submitting the tender, the contractor should clearly understand that in case the contract with first successful bidder is terminated the second lowest bidder will be liable to provide on one months notice, the services of Security Guards on the same terms and condition and the rates offered by first successful bidder.

18. The Samiti reserves the right to terminate the contract at one month's notice without assigning any reason thereof. Also term of the contract will come to an end on expiry, if not extended otherwise.
19. If a firm quotes 'Nil' service charges/consideration over and above the minimum wages, the bid shall be treated as unresponsive and will not be considered.
20. The Service charges will be quoted as per one Security Guard and this will be not deducted from the salary of the Security Guards.
21. If the quotation/rates of the parties are same, preference will be given to those Vendor's whose experience and Turnover is more.
22. Even then, if we do not arrive at any results, a lottery system will be initiated in presence of the Vendors by the Tender Committee.
23. The service provider/contractor is required to make monthly payment towards the salary of the Security Guards by the 7<sup>th</sup> of every month as it may cause delay in submitting bill by the contractor and releasing of payment by the GSDS before 7<sup>th</sup> of every month.
24. The sealed tender addressed to Administrative Officer should reach by 20<sup>th</sup> September 2019 at 5.00 p .m. at Gandhi Darshan, Rajghat, New Delhi-110002. Technical Bid of the tenders will be opened at 11.00 a.m. on 21<sup>st</sup> September 2019 at Gandhi Darshan, Rajghat, New Delhi - 110002

  
Administrative Officer  
Gandhi Smriti and Darshan Samiti

**GANDHI SMRITI AND DARSHAN SAMITI  
GANDHI DARSHAN , RAJGHAT,  
NEW DELHI**

**ANNEXURE-III**

**Part 'B'- Financial Bid**

1. Quote rates of Security Guard in accordance with the existing Minimum Wages Act in Delhi and inclusive of all allowances, i.e. PF Contributions, ESI, service charges, and other charges, if any:

CATEGORY	NET PAYABLE FOR 8 HRS. DUTY in three shifts
	For one Security Guard for a month <b>(30 Days)</b>
i) Security Guard per month:	Rs. .... p.m. (as per the norms of Govt.of NCT of Delhi)
ii) E.P.F. 13.00 %	Rs.-----
iii) E.S.I. 4.75%	Rs.-----
iv) Service Charges (to be quoted only in amount, not in percent)	Rs.-----
v) GST	Rs.-----
vi) Net payable every month during the contract period for one Guard for 30 days	Rs.-----p.m.

Note : Wages to Security Guard (Unskilled) will be paid as per the norms of Govt.of NCT of Delhi): Rs.----- p.m.

2. Any other conditions which the tenderer would like to add:

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Telephone No. -----

Date: -----

Name & Address of the Firm/Agency  
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(Signature of Tenderer)  
WITH OFFICE SEAL

**Note: Please do not round up any figure  
TDS will be deducted as per rule**

**GANDHI SMRITI AND DARSHAN SAMITI  
GANDHI DARSHAN , RAJGHAT,  
NEW DELHI**

**ANNEXURE-IV**

**Instructions to the Tenderers:**

1. Scope of the work includes providing protection and security to office both premises of GSDS. The job of the security agency will be to provide a fool proof system for the above work as per detailed terms and conditions enclosed at Annexure- II.
2. Contract period will be for one year, which could be further extended by GSDS based on satisfactory services and mutual agreement.
3. Offers shall be given by each tenderer in two separate sealed packets-
  - i) Technical Bid on prescribed format for which the envelope should be clearly superscribed as 'Part 'A'-Technical Bid'.
  - ii) Financial Bid on prescribed format for which the separate envelope should be clearly superscribed 'Part 'B'-Financial Bid'.
4. At the first stage only technical bids of the tenderers shall be opened at 11.00 a.m. on 21<sup>st</sup> September 2019 in the presence of the tenderers, who may like to be present.
5. Financial bids shall be subsequently opened later in respect of only those agencies, which are found technically suitable by GSDS. A panel of tenders shall be drawn on the basis of eligibility. The names of eligible tenderers shall be displayed on the Notice Board.
6. Any additional information required by GSDS on the Technical Bid shall be submitted by the tenderer within three days failing which the offer will not be entertained.
7. Technical Bid and Financial Bid should be signed by the same authorized signatory of the Agency.



To,

The Director,  
Gandhi Smriti and Darshan Samiti  
Gandhi Darshan, Rajghat  
New Delhi - 110002

**PERFORMANCE BANK GUARANTEE**

\_\_\_\_\_, a company registered under the \_\_\_\_\_ (herein referred to as "Our Constituent" which expression unless excluded or repugnant to the context or meaning thereof included its successors and assigns) agreed to enter into a contract dated: \_\_\_\_\_ (herein referred to as "Contract") with Gandhi Smriti and Darshan Samiti for \_\_\_\_\_.

We are aware of the fact that as per the terms of the contract M/s. \_\_\_\_\_ is required to furnish an unconditional and irrevocable Bank Guarantee in your favour for an amount of Rs.5.00 Lakh (Rupees Five Lakh only) and guarantee the due performance by our constituent as per the contract and we do hereby agree and undertake to pay any and all amount due and payable under this bank guarantee, as security against branch/ default of the said contract.

In consideration of the fact that our constituent is over valued customers and the fact that he has entered into the said contract with you we \_\_\_\_\_ have agreed to issue this Performance Bank Guarantee.

Therefore we \_\_\_\_\_ hereby unconditionally and irrevocably guarantee you as under.

In the event of our constituent committing any branch/ default of the said Contract and which has not been rectified by him, we hereby agree to pay you forthwith on demand such sum/s not exceeding the sum of Rs.5.00 Lakh (Rupees Five Lakh only) with any demur.

Notwithstanding anything to the contrary, as contained in the said contract, we agree that your decision as to whether our constituent has made any such defaults/ breach/es, aforesaid and the amount or amounts to which you are entitled by reasons thereof subject to the terms and conditions of the said Contract, will be binding on us and we shall not be entitled to ask you to establish you claims under this Performance

Bank Guarantee, but will pay the same forthwith on your demand without any protest or demur.

This Performance Bank Guarantee and hold good till \_\_\_\_\_ subject to the terms and conditions in the said contract.

We bind ourselves to pay the above said amount at any point of time commencing from the date of the said contract until the \_\_\_\_\_.

We further agree that the termination of the said agreement for reason solely attributable to our constituent virtually empowers you to demand for the payment of the above said amount under this guarantee and we would honour the same without demur.

We hereby expressly waive all out rights

1. Requiring to pursue legal remedies against GSDS.
2. For notice of acceptance hereof any action taken or omitted in reliance hereon of any defaults under the Contract and any resentment, demand protest or any notice of any kind.

We the Guarantor as primary obligator and merely Surety or Guarantor of Collection do hereby irrevocable and unconditionally give our guarantee and undertake to pay any amount you may claim (by one or more claims) upto but not exceeding the amount mentioned aforesaid during the period from and including the date of the issue of this guarantee through the period.

We specifically confirm that no proof of any amount due to you under the contract is required to be provided to us in connection with any demand by you for payment under this guarantee other than your written demand.

Any notice by way of demand or otherwise hereunder may be send by special courier, telex, fax, registered post or other electronic media to our address, as aforesaid and if send by post, it shall be deemed to have been given to us after the expiry of 48 hours when the same has been posted.

If it is necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this guarantee on the request of our constituent under intimation to you.

This Performance Bank Guarantee shall not be affected by any change in the constitution of our constituent nor shall it be affected by any change in our constitution or by any amalgamation or absorption thereof or therewith or reconstruction or winding up, but will ensure to the benefit of you and be available to and be enforceable by you during the period from and including the date of issue of this guarantee through the period.

Notwithstanding anything contained hereinabove, our liability under this Performance Guarantee is restricted to Rs.5.00 Lakh (Rupees Five Lakh only) and shall continue to

exist, subject to the terms and conditions contained herein. Unless a written claim is lodged on us on or before the aforesaid date of expiry of this Guarantee.

We hereby confirm that we have the powers to issue this Guarantee in your favour under the Memorandum and Article of Association/ Constitution of our bank and the undersigned is/ are the recipient of authority by express delegation of power/s and has/ have full power/s to execute this guarantee under the Power of Authority issued by the bank in our favour.

We further agree that the exercise of your rights against our constituent to enforce or forebear to enforce or any other indulgence or facility, extended to our constituent to carry out the contractual obligations as per the said contract, would not release our liability under this guarantee and that your right against us shall remain in full force and effect notwithstanding any arrangement that may be entered into between you and our constituent, during the entire currency of this guarantee.

Notwithstanding anything contained herein.

Our liability under this Performance Bank Guarantee shall not exceed to Rs.5.00 Lakh (Rupees Five Lakh only).

This Performance Bank Guarantee shall be valid only up to the tenure of the contract (plus three months) and for the total services in the contract that is up to \_\_\_\_\_ including (Claim period) and

We are liable to pay the guaranteed amount or part thereof under this Performance Bank Guarantee only and only if we receive a written claim or demand on or before \_\_\_\_\_. Any payment made hereunder shall be free and clear of any without deduction for or on account of taxes, levies, import, charges, duties, fees, deduction or with holding of any nature imposts.

This guarantee shall be governed by and construed in accordance with the Indian Laws and we hereby submit to the exclusive jurisdiction of courts of Justice in India for the purpose of any suit or action or other proceedings arising out this guarantee or the subject matter hereof brought by you may not be enforced in or by such court.

NOT WITHSTANDING ANYTHING CONTAINED HEREIN

1. Our liability under the bank guarantee shall not exceed Rs.5.00 Lakh (Rupees Five Lakh only).
2. This guarantee shall be valid upto \_\_\_\_\_.
3. We are liable to pay the bank guarantee amount or any part thereof under the bank guarantee only if you serve upon us a written claim or demand in terms of guarantee on or before \_\_\_\_\_ wherein after it ceases to be in effect in all respect whether or not the original bank guarantee is returned to us.

**(Signature and seal of the authorized signatory of the Bank)**