

प्रशासन /Administration of
संघ प्रदेश दादरा एवं नगर हवेली /UT of Dadra & Nagar Haveli
परिवहन विभाग, सिलवासा /Transport Department, Silvassa
ईमेल/ Email: adt-dnh@nic.in OR ddtr.dnh123@gmail.com

No. ADTr/GNL/2015/561 /RTO/2019

Date: 30/11/2019

E-TENDER (ONLINE) INVITATION NOTICE

On behalf of the President of India, the Joint Director (Transport), Dadra and Nagar Haveli, Silvassa has invited e-Tenders from the interested Private Security / Housekeeping Agencies for providing security and housekeeping staff at the Transport Bhawan, Athal, UT of Dadra & Nagar Haveli through the website <http://dnhtenders.gov.in> on or before **20.12.2019 up to 14.00 Hrs.**

Sr. No	Name of Item	Tender ID No.	Estimated Cost	Earnest Money (Rs.)	Tender Fees Non refundable	Time Limit
1	2	3	4	5	6	7
1	Hiring of Housekeeping Staff – 6 Nos. and Security Personnel – 6		₹ 15,00,000/-	₹ 37,500/-	₹ 500/-	365 days
Bid Documents Downloading Start Date				Up to	30.11.2019	17:00 Hrs
Bid Documents Downloading End Date				On	21.12.2019	13:00 Hrs
Last Date and Time for Receipt of Bid				On	21.12.2019	15:00 Hrs
On line opening of Price Bid				On	21.12.2019	17:00 Hrs
Submission of tender fees, EMD and other documents etc. in hard copy in the office of the Tender Inviting Authority by RPAD / Speed Post / Courier, However, Tender Inviting Authority shall not be responsible for any postal delay or loss of documents. The said documents can also be deposited in the office of the undersigned on or before 21.12.2019 up to 15:00 Hrs.						
Bidders have to submit price bid in Electronic Format only on http://dnhtenders.gov.in website till the date and time for submission. Price Bid in Physical format shall not be accepted in any case.						
The Tender Inviting Authority reserves the right to accept or reject any or all the tender received without assigning any reasons thereof.						
Bidder shall have to post their queries on E-mail Address: adt-dnh@nic.in or on or before 18.12.2019 up to 15:00 hrs						
In case bidder needs any clarification or training is required to participating in online tender, they can contact: HELPDESK: The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002, Mobile No. 88262 46593, Email: support-eproc@nic.in.						

(Karanjit Vadodaria)
Joint Director (Transport)

Copy to:

1. The Chief Publicity Officer, Dadra & Nagar Haveli, Silvassa for publishing it in one leading widely circulated news paper in adjoining states of Gujarat and Maharashtra.
2. The Director (Information & Technology), Dadra & Nagar Haveli, Silvassa for displaying in on the official website of DNH i.e. www.dnh.nic.in
3. Guard file.

प्रशासन /Administration of
संघ प्रदेश दादरा एवं नगर हवेली /UT of Dadra & Nagar Haveli
परिवहन विभाग, सिलवासा /Transport Department, Silvassa
ईमेल/ Email: adt-dnh@nic.in OR ddtr.dnh123@gmail.com

No. ADTr/GNL/2015/561 /RTO/2019

Date: 30/11/2019

TERMS AND CONDITIONS FOR OUTSOURCING SECURITY SERVICES

1. Demand Draft / FDR should accompany Tender application duly completed in all respects for 37,500/- (Rupees Thirty Seven Thousand Five Hundred Only) as earnest money deposit in favour of the “**Joint Director (Transport)**” payable at Silvassa. The EMD submitted in any form other than mentioned above will not be accepted. Tender received without EMD will be summarily rejected.
2. Tenderer shall have to deposit ₹ 1,000/- (Rupees One Thousand only) for Tender fees (non-refundable) by Demand Draft in favour of “**Joint Director (Transport)**” payable at Silvassa. The Tender fees submitted in any form other than mentioned above will not be accepted. Tender received without Tender fees will be summarily rejected.
3. The submission of EMD & tender fees is compulsory for all the tenderers and **no exemption will be granted in any case.**
4. The tender documents (Technical Bid) serially arranged as per Annexure-I dully filled in all respect shall have to be deposited in the tender box kept in the office of the Joint Director (Transport), Transport Bhawan, Silvassa – Bhilad Road, Village- Athal, Silvassa or to be sent by the Registered Post (AD).
5. The tenderer shall have to enclose List of works executed in various Govt., Semi Govt. organization, School, College, University, Municipalities, corporate etc with proof thereof along with Technical Bid.
6. All the particulars as asked in the tender documents shall have to be filled up by the tenderer under his own signature in case of individual and under the signature of authorized partner / signatory in case of partnership firm/ joint stock company along with stamp invariably. The tender with insufficient information shall be summarily rejected.
7. The right to accept or reject any tender partly or fully without assigning any reason thereof is reserved with the Joint Director (Transport), Silvassa and his decision in all matter relating to acceptance or rejection of the tender as whole or in part will be final and binding to all.
8. No applications / clarifications shall be accepted from the tenderers once tenders are received by the Transport Department.
9. The successful tenderers shall have to engage SELF DEFENCE TRAINED / NCC / TRAINED SECURITY PERSONNEL (WITHOUT ARMS AND AMUNATION) required for the operation of the contract/ facility management/ services etc. in sufficient number required for this job.
10. The successful tender bidders will have to pay within ten (10) days from the date of demand an amount of 10% of the tendered cost as a Security Deposit in form of Fixed Deposit receipt from Schedule bank in favour of Joint Director (Transport) payable at Silvassa.
11. Non receipt of the Security Deposit within the stipulated time will be penalized at the rate of 0.25% per day on amount of SD up to 15 days per day. Non receipt of any penalty or SD within 15 days period will result in automatic cancellation of tender, without intimation.

12. The staff of the Transport Department including the superior authority of the Administration shall oversee the operation of works carried out by the contractors and contractors shall be bound to obey all the instructions received from them from time to time.
13. In case of breach of any condition of the contract by the contractor or if the work of the contractor is found unsatisfactory by the Transport Department, such contract of the contractor shall be terminated by the Transport Department. The Secretary (Transport) shall be the authority for arbitration and the decision will be final and binding to all.
14. The works as mentioned in the Annexure - A are required to be under taken by the successful contractor during the course of agreement.
 - (a) If any change in the administrative procedure / rules by the Transport Department time to time which is suitable to the Transport Department for smooth operation of works shall have be binding to the contractor(s) and for that the contractor shall have to give his willingness in writing.
15. In case the successful tenderer stop the work/operation either partly or fully during the agreement period, the Transport Department reserves the right to get such works/ operation executed through any other sources at the risk and cost of such defaulted contractor. The EMD/SD of such defaulted contractor shall be forfeited. Any additional payment which has to be paid to execute the work under such circumstances for such works / operation they said amount shall be recovered from the pending bills/ deposit/ any other works of the default contractors.
16. If the contractor is found to execute any offensive work/ activities not covered in the contract agreement/ conditions, instructions, the proportionate amount of such works shall be recovered as penalty from the running bill payable to the contractor.
17. The successful tender bidder has to start the works/operation as per the tender terms, conditions and specifications with IMMEDIATE EFFECT on receipt of the work order.
18. Any dispute of civil or criminal nature shall be within the jurisdiction of the local Court of Dadra and Nagar Haveli (UT). The LEGAL aspects are as mentioned in the Annexure - B
19. In case of any dispute in terms of interpretations of agreement/contractor, the decision of the Secretary (Transport) / Director (Transport) / Joint Director (Transport) whichever is applicable in such cases shall be final and binding to all.
20. The contractors shall have to produce all required evidence in respect of individual proprietor, partnership deed in case of partnership / firm and copy of the Memorandum and Article of Association in case of registered company.
21. The contractor shall have to obey strictly the provision of Minimum Wage Act and Child Labour Act and any other relevant Act / Rules. The responsibilities on violation of these acts shall be of the contractors. The Administration shall not be responsible for any litigation in this regard. The contractor at his own risk and cost shall have to grant benefit of leave plus pay emoluments to the labours as per the law in force and amended time to time.
22. Minimum wages as per the UT Administration of DNH shall be followed compulsory, failing which penal action will be taken by debarring the firm from tendering process for next 05 years.
23. The contractor shall provide at his own risk and cost all required uniforms, lathi, torch light, gumboots, hand gloves, raincoat etc. to the security guards for security management. The contractor shall get such uniform approved from the Transport Department in advance.
24. Transport Department reserves right to terminate this initial contract at any time after giving one week's notice to the selected Service Provider.

25. Any conditional bid shall not be considered and will be out rightly rejected at the very first instance.
26. The Technical bids would first be taken into consideration by a Committee. The Technical bids shall be opened on the schedule date and time in presence of the Tenderer / his representatives of the Service Providers, if any, who wish to be present on the spot at that time. Only one authorized person authorized for each bidder shall be allowed to be present at the time of opening the tender.
27. The Authorized signatory shall submit a valid letter of authorization.
28. The Service provider should have its own bank account.
29. The Registered office or one of the Branch Officer duly registered in the local authority of the Service Provider should be located within the jurisdiction of the Department/ Office.
30. The Joint Director (Transport) reserves the right to call for any documents in original including the Bank Account to verify the veracity of the documents submitted.
31. Service for hiring Security Guard is initially valid for one year and extendable for further two more years if mutually agreed by both parties at same rates and Terms & Conditions.

(Karanjit Vadodaria)
Joint Director (Transport)

THE ABOVE TERMS, CONDITIONS AND SPECIFICATION ARE ACCEPTED BY ME.

Signature of Contractor /Firm /Institution

Seal of Contractor /Firm /Institution

ANNEXURE- A
SERVICES TO BE PROVIDED
DUTIES AND RESPONSIBILITY OF SECURITY STAFF

1. The Security Personnel will be responsible for overall security arrangement of the College in the contract.
2. The Man Power to be provided must have the following qualifications:
 - i.) Security personnel should be of a minimum 21 years of age and not exceeding 50 years of age. 10 years relaxation in case of ex-serviceman personnel's.
 - ii.) The Service Provider shall ensure that the Security Personnel deployed (Ex-Servicemen/Ex- Paramilitary/having experience of 10 years in reputed security service agency are active healthy and not more than 50 years of age.
 - iii.) The deployed personnel shall have minimum qualification of Matriculation so as to be able to read & write if required.
 - iv.) The Service Provider will get the antecedents, character and conduct of individual security personnel verified by respective local police authority and shall produce the same at the time of signing the agreement.
3. Security Personnel will ensure that all the instructions of the administration are strictly followed and there is no lapse of any kind.
4. No outsiders are allowed to enter in the building without proper Gate pass issued by the Authorized Officer.
5. 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.
6. Deployment of Security personnel will be as per the instructions of the authorities of the office and the same will be monitored personally by the concerned authorities from time to time and will be responsible for its optimum utilization.
7. The Security personnel will also take round of all the important and sensitive points of the premises as specified by the Transport Department.
8. The Security Personnel on duty will also take care of vehicles, scooters/motor cycles/bicycles parked in the parking sites located within the premises of the Transport Department.
9. Entry of the street-dogs and stray cattle into the premises is to be prevented. It should be at once driven out.
10. The Security Personnel should take care of all the water taps, valves, water hydrants, etc. installed in the open all over the premises.

11. It should be ensured that flower plants, trees and grassy lawns are not damaged either by the staff/students/visitors or by the outsiders or by stray cattle.
12. The Security Personnel 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.
13. In emergent situations, security staff/supervisor deployed shall also participate as per their role defined in the disaster plan, if any, of the Transport Department. Security personnel should be sensitized for their role in such situations.
14. The Security personnel are required to display mature behavior towards staffs, and visitors, especially towards female staffs and visitors.
15. The Security Personnel on duty shall not leave the premises until his reliever reports for duty.
16. To avoid any theft/pilferage security to ensure that periodic preventive/corrective measures and systems are in place.
17. Security staff to ensure the entire compound wall/fencing should be proper with adequate lighting and illumination system is in working condition. He / She should report in case of any unserviceability.
18. All the security staff wears proper uniforms with shoes during duty hours with the respective ID cards displayed provided by contractor.
19. Security Agency shall be responsible for acts of commission and omission on the part of its security staff and will take such preventive measures and precautions as may be deemed necessary for the safety of Transport Department property and materials.
20. Any other provisions as advised by the Department may be incorporated in the agreement. The same shall also be binding on the contractor.

Name of the Bidder :

Signature of the Bidder:

(Karanjit Vadodaria)
Joint Director (Transport)

प्रशासन /Administration of
संघ प्रदेश दादरा एवं नगर हवेली /UT of Dadra & Nagar Haveli
परिवहन विभाग, सिलवासा /Transport Department, Silvassa
ईमेल/ Email: adt-dnh@nic.in

No. ADTr/GNL/2015/561 /RTO/2019

Date: 30/11/2019

ANNEXURE- B
LEGAL

1. The persons deployed shall be required to take oath of confidentiality and breach of this condition shall make the Service Provider as well as the person deployed liable for penal action under the applicable laws besides, action for breach of contract.
2. The Service Provider shall be responsible for compliance of all statutory provisions relating to minimum wages payable to different types of worker in respect of the persons deployed by him at the Transport Department. The Transport Department concerned shall have no liability in this regard.
3. The Bidder should produce the evidence in respect of having made payments to the Supervisors and the guards (manpower) provided as and when called for by the Transport Department. Payment of security guards shall be made through bank account transfer only by the successful bidder, no cash payment shall be done. Every completed month a report shall be submitted to the department for cross check.
4. The Service Provider shall also be liable for depositing all Taxes, Levies, Cess etc. on account of service rendered by it to the Department or office concerned to the concerned tax collection authorities, from time to time, as per the rules and regulations in the matter. Attested Xerox copies of such documents shall be furnished to the Transport Department.
5. The Service Provider shall maintain all statutory registers under the Law and shall produce the same, on demand, to the authority of the Transport Department or any other authority under Law.
6. The Tax deduction at Source (TDS) shall be done as per the provisions of Income Tax Act / Rules, as amended, from time to time and a certificate to this effect shall be provided by the Department or office concerned.
7. In case, the Service Provider fails to comply with any liability under appropriate law, and as a result thereof, the Department or the office concerned is put to any loss / obligation, monetary or otherwise, the Department or the office concerned will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the Service Provider, to the extent of the loss or obligation in monetary terms.
8. The Service Provider shall be held responsible for any loss / damage to the premises / buildings guarded by them. The successful tender bidders shall have to take all care to

avoid any accident during the course of work/ operation for which all required precautions/ steps are to be taken up on works site at the cost of the contractor himself.

It shall be the duty of the contractor to handle such cases at his/their own cost and pay the damages/ compensation payable if the Court or any other competent authorities may decide / order. The Transport Department shall not be responsible for such cases / incidents or for payment of any damages/ compensation which may occur on such incidents.

In case of any accident with staff / employee of contractors / bidders during the course of execution of the agreement/ work, the responsibilities of such cases / accident / damage shall remain at the part of the contractors / bidders. The Transport Department shall not be responsible for any kind of accident with labours engaged for this job.

9. In case of any theft or pilferages, loss or other offences the Service Provider will investigate and submit a report to the Joint Director (Transport) and maintain liaison with the Police. FIR will be lodge by officials of the Transport Department, whenever necessary. If needed, joint enquiry will be conducted comprising both the parties and responsibility will be fixed.
10. The Agreement is liable to be terminated because of non-performance, deviation of terms and conditions of contract, non-payment of remuneration of employed persons and non-payment of statutory dues. The Transport Department will have no liability towards non-payment of remuneration to the persons employed by the Service Provider and the outstanding statutory dues of the service provider to statutory authorities. If any loss or damage is caused to the Transport Department by the persons deployed, the same shall be recovered from the unpaid bills or adjusted from the Security Deposit.

(Karanjit Vadodaria)
Joint Director (Transport)

Name of the Bidder:

Signature of the Bidder

The man-power requirement is tabled below:

Tender Documents for Hiring Security Guard Service & Housekeeping Staff

Tender Notice No. ADTr/GNL/2015/

/RTO/2019

Date: /11/2019

1.	Name of the tenderer	
2.	Address of the Tenderer	
3.	Duly attested registration/license certificate from labour department for providing security service.	
4.	Duly attested registration certificate from employees state insurance corporation.	
5.	Duly attested work execution certificate in central/state govt./PSU/autonomous body of central govt. etc for providing 10 guards (unarmed) at least once during at least 2 years or more.	
6.	e-mail	
7.	Tel. Nos./Cell Nos.	
8.	Name of the Proprietor/Partners	
9.	Year of Establishment	
10.	Tender Fees (Demand Draft No. Date & Bank Name)	
11.	EMD (Demand Draft No. Date & Bank Name)	
12.	CST or VAT or GST No.	
13.	Excise and Service Tax	
14.	PAN No.	
15.	Copy of EPF and ESIC Registration Certificate	
16.	Copy of ISO Certificate	
17.	Copy of the Labour License/ Registration under the contract Labour (Registrations and control) Act, 1970	
18.	Annual Turnover minimum 1 Crore for last 02 years. (CA Certified)	
19.	An affidavit to the effect that no criminal case is pending with the police against the Proprietor/ Firm/ Partner or the company (service provider) and the Service Provider has not been blacklisted anywhere.	
20.	Bank Account no, Bank Name, Branch Name & IFSC Code	
21.	Terms and Conditions Signed by Authorized person with stamp	

I/We certify that I / We read, understood and accept the contents of both terms and conditions incorporated in the Tender Form and 'Note' below and submit this Tender for consideration. I/We certify that the above statements are true.

(Signature of the Owner/Proprietor) with stamp

Full name and address of the firm:

Tentative Statement of requirements and deployment of Security Staff

Sr. No	Location	Total No of Security Guards required	Total No. of Shift	No. of Security Guards required in each Shift
1	Transport Bhawan, Silvassa – Bhilad Road, Village- Athal, Silvassa, UT of DNH.	6 Nos.	03 (Each Shift of Eight Hours)	2 Nos.

(Karanjit Vadodaria)
Joint Director (Transport)

PRICE BID (BOQ DETAILS)

Sr. No.	Personnel	Total No. Guards required	Rate per month	Total Amount
01	Security Personnel	06		

प्रशासन /Administration of
संघ प्रदेश दादरा एवं नगर हवेली /UT of Dadra & Nagar Haveli
परिवहन विभाग, सिलवासा /Transport Department, Silvassa
ईमेल/ Email: adt-dnh@nic.in OR ddtr.dnh123@gmail.com

No. ADTr/GNL/2015/561 /RTO/2019

Date: 30/11/2019

TERMS AND CONDITIONS FOR OUTSOURCING HUSEKEEPING SERVICES

1. The Bidder should have a valid license from the Labour and Enforcement Officer, Silvassa, UT of Dadra & Nagar Haveli.
2. The tenderer shall have to upload supporting documents like list of service executed in various Govt. / Semi Govt. / Organizations / School / Collage / University / Municipalities etc with proof.
3. In case of any accident with staff / employee of agency / bidders during the course of execution of the agreement / work, and / or the damage done by the agency or his staff / employee to the property of the Joint Director (Transport), the department shall not be responsible for any kind of accident with labours engaged for this job. The cost of damage of properly shall be recovered from the agency.
4. The agency at its own risk and cost shall have to grant benefit of leave plus pay emoluments to the employees as per the law in force in the UT of DNH. In case of any loss to the department / authority due to the breach of any conditions of the labor license / act on the part of the agency, such losses shall be recovered from the agency.
5. In case of breach of any of the conditions by the agency or if the work of the agency is found unsatisfactory by the Transport Department, such agency shall be terminated by the Transport Department. The Secretary (Transport), DNH shall be the authority for arbitration and the decision of the Secretary (Transport), DNH will be final and binding to all.
6. Only the Government recognized agency or agency having labour contract license under the provision of labour laws and any other law shall be eligible for getting this work along with rates and attach the documents as per ANNEXURE – I.
7. The selected agency shall have to provide the services with whom agreement is made and this cannot be entrusted to any other agency or sub-agency. If it is found so, their Security Deposit will be forfeited and the agreement will be cancelled.
8. No residential fallibilities shall be provided by the department. It has to be arranged by the agency.
9. The agency has to pay minimum wage to the housekeeping staff as decided by the UT Administration of Dadra & Nagar Haveli and amended time to time.
10. The agency have to provide uniforms to the housekeeping staff.
11. In case, the successful tenderer stop the work either partly or fully during the agreement period, the department reserves the right to get such works/ services executed through any other sources at the risk and cost of defaulted agency. The Security Deposit of the defaulted agency shall be forfeited. Any additional payment which has to be paid to execute the work under such circumstance for such works / services, the said amount shall be recovered from the pending bills / deposit / any other works of the defaulter agency and / or shall be as on arrears of land revenue.
12. If the employee of the successful bidder is found to execute any offensive work / activities not covered in the contract agreement / conditions, instructions, the proportionate amount of such works shall be recovered as penalty from the running bill payable to the agency.

13. The employee of the bidder shall have to take all care during the course of works / services so that the any articles of the department should not be damaged and shall also not create any hindrance to the department. The successful bidder shall get approved work schedule from the department so as to avoid any dispute during the course of service period.
14. The successful tenderer has to start the work / service as per the tender terms & conditions and specification within 15 days on the receipt of the work order.
15. As per the minimum wages act the copy of Provident Fund challan paid should be attached with monthly bill submitted to the department.
16. The firm must have their representative office in the UT of Dadra & Nagar Haveli and submit the complete address proof of the same.
17. Any dispute of civil or criminal nature shall be within the jurisdiction of the local court of Court of Dadra & Nagar Haveli (UT).
 - a. The agency shall have to offer unconditional bid / tender in the tender for itself. Any bid/ tender with conditions shall be summarily rejected.
 - b. If any change in the administrative procedure / rules by the department time to time which suitable to the department for smooth operation of works shall have be binding to the agency and for that the agency shall have to give his willingness in writing.
18. In case of any dispute in terms of interpretations of agreement / agency, the decision of the Secretary (Transport) in such cases shall be final and binding to all.
19. The priority shall be given to the persons / organization for this work / services who is having experience of at least two years or more for such type of works.
20. The successful tenderer shall have to take all care to avoid any accident during the course of work / services for which all required precautions / steps are to be taken upon works site at the cost of the agency himself. It shall be the duty of the agency to handle such cases at his / their own cost and pay the damages / compensation payable if the court or any other competent authority may decide / order. The department shall not be responsible for such cases / incidents or for payment of any damages / compensation which may occur on such incidents.
21. The agency shall have to produce all required evidence in respect of individual proprietor partnership deed in case of partnership / firm and copy the Memorandum of Article of Association in case of registered company.
22. The agency shall not postpone or close / stop such works in any circumstances / on any pretext. If day to day works is not completed or not found satisfactory, then the DDO / HO will hire labour from open market at available rates and the bill so paid will be charged on the agency.
23. If the agency fails to execute the works, the DDO / HO will take action as per Clause No. 24 of labour act. The agency shall have the opportunity to place his grievances if any regarding the penalty imposed within seven days to the Joint Director (Transport), DNH, who will hear both the parties and his decision will be final and binding to both the parties.
24. The timing for the employee of the agency for all the work / service shall start 2 hrs before office timing and should continue for the entire office hours and for a minimum of 8 hours per day. However, in case of emergency or any sort of urgency this period can be extendable as per the directions of the DDO / HO.

25. The agency shall have to obey strictly the provision of Minimum Wage Act Child Labour Act any other relevant Act/ Rules. The responsibilities on violation of these acts shall be of the agency. The administration shall be not be responsible for any litigation in this regard.
26. The rates for the works / tender cost for the work / operation / management / services offered by the agency shall including cost of labours, uniform kits (as per clause no. 29), and all nature of risk factors and all taxes.
27. The agency shall provide at its own risk and cost 2 pair of uniforms, boots/ gumboots, hand gloves, raincoat etc to the staff engaged on management of sweeping work. The agency shall have to get such uniforms approved in advance from the authority.
28. The agreement for providing personnel's shall be valid for one year at the prevailing rates.
29. If the personnel's deployed by the agency are found to be dishonest, unhealthy or non co-operative then the DDO / HO can ask for immediate replacement. This shall be binding to the agency and will do so without any pretext.
30. If, any of the staff are found to be under the influence of drugs or alcohol they shall have to be relived from the duties immediately. In such matter the decision taken by the Joint Director (Transport), Silvassa shall be final and binding to all.
31. The Govt. employees who were either dismissed or removed from the Govt. Job cannot be appointed by the agency for the above said work.
32. The agency shall have to maintain muster roll, payment sheet, identity cards etc and a copy of the same shall have to be deposited at the Transport Department, Silvassa.
33. The department will release bill of the agency every month on successful and satisfaction performance of the duties by the personnel's deployed by the agency for the above said work.
34. The satisfaction duties performance certificate shall have to be obtained by the agency from the Transport Department, failing which the agency shall not be entitled for the payment of such period. In such case, the Joint Director (Transport), Silvassa shall not be responsible for any pending payment of personnel's provided by the agency for such period.
35. Materials for the cleaning to the housekeeping staff will be provided by the Transport Department.
36. Service for hiring of housekeeping staff is initially valid for one year and extendable for further two more years, if mutually agreed by both parties at same rates and terms and conditions.

THE ABOVE TERMS, CONDITIONS AND SPECIFICATION ARE ACCEPTED BY ME.

Name of the Bidder :

Signature of the Bidder:

(Karanjit Vadodaria)
Joint Director (Transport)

PRICE BID (BOQ DETAILS)

Sr. No.	Personnel	Total No. Guards required	Rate per month	Total Amount
01	Housekeeping Staff	06 Nos.		

**DOCUMENTS TO BE SUBMITTED BY THE SUCCESSFUL SERVICE PROVIDER
BEFORE DEPLOYMENT OF MANPOWER FOR HOUSEKEEPING & SECURITY GUARD.**

1. License for providing security services
2. TAN No. (Copy)
3. PAN No. (Copy)
4. GST No. (Copy) (if applicable)
5. List of Manpower shortlisted by service provider for deployment containing full details i.e. date of birth, marital status, address, educational qualification, photo ID Card provided etc.
6. Bio-data of all persons.
7. Any other document considered relevant.