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## एम पंजाबी में हरजीत किया टॉप

कुरुक्षेत्र, 14 जून (हप्र)

## स्वतंत्रता संघर्ष पर संगोष्ठी का आयोजन

कुरुक्षेत्र, 14 जून (हप्र)

कुरुक्षेत्र विश्वविद्यालय द्वारा घोषित एम पंजाबी के पहले सेमेस्टर में जीत कौर ने पहला स्थान प्राप्त किया है। गुरु नानक गर्ल्स कॉलेज गुपरा यमुनानगर की इस छात्रा की अलावा शिरोमणि अकाली हरियाणा और एसजीपीसी अधिकारियों ने बधाई दी है।

कुरुक्षेत्र से संबंधित कॉलेजों में जीत कौर का पहला स्थान अर्जित किया है। टॉप करने वाली इस छात्रा शिरोमणि अकाली दल महिला हरियाणा की प्रदेशाध्यक्ष बीबी इंदर कौर, शिअद प्रदेश प्रवक्ता अजराणा, एमजीपीसी सब-ऑफिस प्रभारी मजीत सिंह दुनियामाजरा, सिख शान हरियाणा प्रभारी ज्ञानी मंगप्रोत ने शुभकामनाएं देते हुए उसके ज्वल भविष्य की कामना की है। इंदर कौर निदेशक डा. वरिंदर प्री एवं प्रिंसीपल डॉ. पूनम कौर हलूवालिया, पंजाबी विभागाध्यक्ष सुखविंदर कौर, शिक्षक डा. जिनंदर कौर, रेखा सहित पंजाबी भाग के सभी अध्यापकों ने छात्रा शुभकामनाएं दी हैं।

पलवल गांव में स्थित राजकीय कन्या महाविद्यालय में 'भारतीय स्वतंत्रता संघर्ष दमन और राष्ट्रीय चेतना नामक विषय पर एक संगोष्ठी का आयोजन किया गया। महाविद्यालय की प्राचार्या जसबीर कौर एवं इतिहास विभागाध्यक्ष डॉ. बीर इंदीर कौर के संयुक्त प्रयास के तहत इतिहास विभाग के सौजन्य से आयोजित इस ऑनलाइन राष्ट्रीय स्तरीय संगोष्ठी में उत्तर प्रदेश, झारखंड, छत्तीसगढ़, बिहार, महाराष्ट्र, उत्तराखंड इत्यादि प्रदेशों के लगभग 150 प्रतिभागियों ने भाग लिया।

संगोष्ठी को एमएम पीजी कॉलेज मोदी नगर गाजियाबाद, उत्तरप्रदेश के इतिहास विभाग के एसोसिएट प्रोफेसर डॉ. केके शर्मा, इंडियन कौंसिल ऑफ हिस्टोरिक रिसर्च, मिनिस्ट्री ऑफ एचआरडी गवर्नमेंट ऑफ इंडिया के डायरेक्टर डॉ. राजेश कुमार तथा आईबी कॉलेज पानीपत के इतिहास के विभागाध्यक्ष डॉ. रामेश्वर दास, तीन ने मुख्य वक्ता के रूप में भाग लिया।

## निविदा सूचना

केन्द्रीय विद्यालय, सेक्टर-5, द्वारका में हाउसकीपिंग, सुरक्षा/गार्डनिंग सेवाओं की आउटसोर्सिंग के लिए ठेका प्रदान करने हेतु मोहरबंद बोलियां/निविदाएं आमंत्रित हैं। निविदा प्रपत्र/दस्तावेजात हमारे विद्यालय की वेबसाइट [www.kvsec5dwarka.edu.in](http://www.kvsec5dwarka.edu.in) से डाउनलोड किये जा सकते हैं। निविदा प्रपत्र नयी दिल्ली में देय केन्द्रीय विद्यालय, सेक्टर-5, द्वारका, दिल्ली, VVN A/c के पक्ष में डिमांड ड्राफ्ट रूप में रु. 500/- (केवल पांच सौ रुपये) की अदेय पंजीकरण फीस सहित केवल डाक द्वारा भेजे जा सकते हैं। मोहरबंद निविदा दस्तावेजात जमा करवाने की अंतिम तिथि 29.06.2020 को सायं 5 बजे है। उद्धरण की व्यक्तिगत डिमांडरी स्वीकार नहीं होगी। निविदाएं प्रपत्र 30.06.2020 को सायं 5 बजे पुनः खोले जायेंगे। यदि निविदा खोलने वाले दिन अवकाश हुआ, तो निविदाएं अगले कार्यदिवस को उसी समय खोली जायेंगी।

हस्ता./- प्राचार्य,

केन्द्रीय विद्यालय, सेक्टर-5, द्वारका, दिल्ली-75.

DI-3191

## हरियाणा कोरोना रिलीफ फंड

### (1) स्टेट बैंक ऑफ इंडिया

रिलीफ फंड खाता नं.: 39234755902

IFSC: SBIN001509

बैंक का पता: सेक्टर-10 (मुख्य शाखा), पंचकूला

UPI ID: hrycoronarelieffund@sbi

IBAN: 39234755902

BIC Code: SBININBB721

(भीम, पेट्टीएम ऐप व एस.बी.आई पे से भी करें योगदान)

### (2) एच.डी.एफ.सी बैंक

रिलीफ फंड खाता नं.: 50100343624215

IFSC: HDFC0000597

बैंक का पता: सेक्टर-22, चंडीगढ़

22.05.2020 से अब तक

एक लाख रुपये से अधिक के योगदानकर्ता

क्र. नाम	राशि (रु.)
सी.सी.एस. एच.ए.यू. हिसार	1,00,00,000
ग्राम पंचायत गढी, हांसी	21,00,000
जगदम्बा कटलरी लिमिटेड	12,51,000
स्वामी सदानंद प्रणामी चैरिटेबल ट्रस्ट	11,00,000
श्री राम कृष्ण संकीर्तन मंडल	11,00,000
पं. बी.डी.एस. पी.जी.आई.एम.एस., रोहतक	10,38,000
कप्तान सिंह ठेकेदार	10,21,000
हरियाणा इंस्टीच्यूट ऑफ पब्लिक एडमिनिस्ट्रेशन	8,10,067
अग्रवाल समाज	5,11,000
प्रेम नागपाल	5,00,000
जी लैबोरेट्रीज लिमिटेड	5,00,000
शिवपुरी मॉडल टाउन, करनाल	5,00,000
अर्जन इम्पेक्स प्राइवेट लिमिटेड	5,00,000
एस.एन.बी. इंटरप्राइज प्राइवेट लिमिटेड	5,00,000
डॉ. पवन कुमार	5,00,000
जेलकोवा बिल्डकॉन प्राइवेट लिमिटेड	5,00,000
पांडिया एक्सपोर्ट्स प्राइवेट लिमिटेड	4,72,500
चंदा स्टील वर्क्स प्राइवेट लिमिटेड	4,72,500

## स्तूप चनेटी की लाइटें



प्रराब पड़ी लाइटें। बिस

के चारों तरफ 29 लाइटें लगी। जानकारी के अनुसार ये करीब 8 से खराब पड़ी हुई है। शाम ही स्तूप के चारों तरफ अंधेरा गता है। इसके अलावा इस स्थल को जाने वाले तीनों ही

रास्ते सालों से खस्ता बने हुए हैं। वहीं बुद्धिस्ट फॉर्म के वरिष्ठ पदाधिकारी सिद्धार्थ गौरी का कहना है कि यहां पर कई समस्याएं हैं। बिजली व्यवस्था खराब होने के अलावा यहां पर कोई कमरा, वॉशरूम भी नहीं है।

प्रवेश द्वार बहुत छोटा है। इसके अलावा यहां पर आने वाले सभी 3 रास्ते बेहद खस्ताहाल बने हुए हैं। सिद्धार्थ कहना है कि जैसे तो इसे पुरातत्व विभाग देखता है, लेकिन गत वर्ष उन्होंने एक प्रपोजल बनाकर जिला प्रशासन को भेजा था। आज तक कुछ भी नहीं हुआ है।



F. No. 14/60/1272/16/44

6

Sl. No 0997

# GOVERNMENT OF NCT OF DELHI



सत्यमेव जयते

(See Rule -9)  
DPSAR

## LICENSE TO ENGAGE IN THE BUSINESS OF PRIVATE SECURITY AGENCY

Sh./Smt. RAM PRIT YADAV

son/daughter/wife of SH. YOGESHWAR YADAV flo. 33/38, 2ND  
FLOOR OLD RAJINDER NAGAR, NEW DELHI

..... is granted the license under the Delhi Private Security Agencies (Regulation) Rules, 2009, to run the business of private security agency in.....

All DISTRICTS..... District(s), NCT of Delhi in the name of  
M/s HK PROFESSIONAL PVT. LTD. - 7<sup>th</sup> F/F OLD  
RAJINDER NAGAR, NEW DELHI (address of the office)  
- 110060

Place of Issue : NEW DELHI  
Date of Issue : 11- 11- 2016  
This License is valid up to : 10- 11- 2021



O. P. MISHRA  
Additional Secretary  
Govt. of N.C.T. of Delhi  
Room No. 509, C Wing  
Delhi Secretariat, T. P. Estate  
New Delhi, Ph. No. 23392326

Addl./Joint Secretary-cum-Controlling Authority  
Home Department, Delhi Secretariat  
New Delhi-110002



5000





सत्यमेव जयते

GOVERNMENT OF NCT OF DELHI

**LICENCE TO ENGAGE IN THE BUSINESS OF  
PRIVATE SECURITY AGENCY**

Serial No.: PSA/L/1/DL/2022/MAR/3/738

Ram Preet Yadav, Daughter/Son Of Yogeshwar Yadav, r/o 33/38 2Nd Floor Old Rajinder Nagar New Delhi 33 Block Old Rajinder Nagar ,Central Delhi, Delhi, 110060 is granted the licence by the controlling officer for the state of Nct Of Delhi to run the business of Private Security Agency 'Hk Professional Private Limited' in the Entire State with office at 33/38 2Nd Floor Old Rajinder Nagar New Delhi 33 Block Old Rajinder Nagar New Delhi, Central Delhi, Delhi-110060.

Place of Issue: NCT of Delhi

Date of Issue: 15/03/2022

This licence is valid from: 15/03/2022 to 14/03/2027



*agk*  
15/3/22  
**Ajay Kumar Gupta**

Ajay Kumar Gupta, IAS  
CONTROLLING AUTHORITY  
Spec NCT of Delhi (Home)  
Delhi Secretariat, I.P. Estate  
New Delhi-110002

*5/3/22*



मुख्यालय पुलिस महानिदेशक उत्तर प्रदेश

सिग्नेचर बिल्डिंग, लखनऊ

फैक्स नं-0522-2206120

E-Mail- pvtsecuritydghq@gmail.com

संख्या:डीजी-15-P.S.A.(लखनऊ)-116/ऑनलाइन-682/2021

दिनांक:जनवरी, 2022

सेवा में,

पुलिस आयुक्त,  
लखनऊ ।

कृपया अवगत कराना है कि उ0प्र0 शासन द्वारा प्राइवेट सुरक्षा एजेन्सीज के संचालन हेतु उ0प्र0 प्राइवेट सुरक्षा अभिकरण नियमावली-2009 प्रख्यापित की गयी है, जिसमें दिये गये प्राविधानों के अन्तर्गत वर्तमान में चल रही एवं भविष्य में संचालित होने वाली प्राइवेट सुरक्षा अभिकरणों को नियन्त्रक प्राधिकारी/अपर पुलिस महानिदेशक, कानून-व्यवस्था, उ0प्र0 से अनुज्ञापत्र प्राप्त किया जाना आवश्यक है।

2- उ0प्र0 शासन की उपरोक्त नियमावली के सन्दर्भ में उ0प्र0 शासन की उपरोक्त नियमावली के सन्दर्भ में आवेदक **Mr. Ram Prit Yadav** पुत्र **Mr. Yogeshwar Yadav** निवासी 33/38, 2nd floor Near Gurudwara old Rajendra nagar, Central Delhi, Delhi, 110060 द्वारा **Mr. Rajan Kumar Yadav** निवासी उपरोक्त की साझीदारी में **"HK PROFESSIONAL PRIVATE LIMITED"** के नाम से B-56, Shiyपुरी kalayanpur, Lucknow, Uttar Pradesh 226020 के पते पर मुख्यालय स्थापित कर सम्पूर्ण उ0प्र0 में प्रा.सु.अभि. का व्यवसाय करने संबंधी अनुज्ञापत्र निर्गत किये जाने विषयक आवेदन किया गया है।

3- अस्तु आवेदक **Mr. Ram Prit Yadav & Mr. Rajan Kumar Yadav** उपरोक्त का आवेदन पत्र इस आशय से प्रेषित है कि आवेदन पत्र के साथ संलग्न परिशिष्ट 01 एवं 02 में दिये गये विषय वस्तु एवं विवरणों को सत्यापित कर Private Security Agencies (Regulation) act . 2005 के आलोक में, अपनी आख्या/अनापत्ति प्रमाणपत्र 15 दिवस के अन्दर इस मुख्यालय को उपलब्ध कराने का कष्ट करें। अनुज्ञापत्र प्राप्त होने के बाद ही प्राइवेट सुरक्षा एजेन्सी का संचालन विधि मान्य होगा। यदि आवेदक द्वारा वर्तमान में सुरक्षा एजेन्सी का संचालन किया जा रहा है तो आवेदक के विरुद्ध प्राविधानों के अनुसार विधिक कार्यवाही करना सुनिश्चित करें। इस संबंध में एक्ट की धारा-6 विशेष रूप से सुसंगत है।

4- सत्यापन आख्या के साथ निम्न लिखित बिन्दुओं पर भी सूचना देने का कष्ट करें:-

1. क्या आवेदक ने पूर्व में किसी प्राइवेट सुरक्षा अभिकरण का संचालन किया है ? यदि ऐसा है तो उसका विवरण ।
2. क्या आवेदक के पास विशेष अर्हता अथवा दक्षता है, जिससे प्राइवेट सुरक्षा अभिकरण के संचालन में उसे सुविधा मिल सके।
3. अभिकरण कार्यालय सत्यापन संबंधी टिप्पणी।
4. आवेदक द्वारा प्राइवेट सुरक्षा अभिकरण(विनियमन) अधिनियम-2005 की धारा-6 के प्राविधानों का उल्लंघन तो नहीं किया गया है? यदि किया गया है तो उसका विवरण।

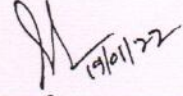


5. प्राइवेट सुरक्षा अभिकरण (विनियमन) अधिनियम-2005 की धारा-7 के अधीन अनुज्ञप्ति स्वीकृति की उपयुक्ता के सम्बंध में टिप्पणी।

5- अस्तु वांछित विवरण निर्धारित समय के अन्दर इस मुख्यालय के पोर्टल [uppsara.in](http://uppsara.in) पर उपलब्ध कराये जाने हेतु संबंधित को निर्देशित करने का कष्ट करें, जिससे प्राइवेट सुरक्षा अभिकरण(विनियमन) अधिनियम-2005 में निर्धारित समय सीमा के अन्दर आवेदन पत्र का निस्तारण किया जा सके।

6- कृपया प्रेषित आख्या एवं आख्या के साथ संलग्न परिशिष्ट-01 एवं 02 पर सक्षम अधिकारी के नाम/हस्ताक्षर/पदनाम की मोहर स्पष्ट रूप से अंकित किये जाने हेतु सम्बंधित को निर्देशित करने का कष्ट करें।

संलग्नक:-आवेदकगण उपरोक्त का प्राप्त आन लाइन, आवेदन पत्र तथा अन्य प्रपत्रों सहित (वापसी अपेक्षित)।

 19/01/22

पुलिस उपाधीक्षक, प्रा0सु0अभि0  
निमित्त अपर पुलिस महानिदेशक,  
कानून-व्यवस्था, उ0प्र0।



मुख्यालय

पुलिस

महानिदेशक

उत्तर

प्रदेश

सिग्नेचर बिल्डिंग, लखनऊ

फैक्स नं-0522-2206120

E-Mail- pvtsecuritydgphq@gmail.com

संख्या:डीजी-15-P.S.A.(लखनऊ)-116/ऑनलाइन-682/2021

दिनांक:जनवरी, 2022

सेवा में,

**Mr. Ram Prit Yadav** पुत्र **Mr. Yogeshwar Yadav**  
निवासी 33/38, 2nd floor Near Gurudwara old Rajendra nagar,  
**Central Delhi, Delhi, 110060**

आपके द्वारा **Mr. Rajan Kumar Yadav** निवासी उपरोक्त की साझीदारी में 'HK PROFESSIONAL PRIVATE LIMITED' के नाम से B-56, Shivpuri kalayanpur, Lucknow, Uttar Pradesh 226020 के पते पर कार्यालय स्थापित कर प्राइवेट सुरक्षा अभिकरण का अनुज्ञापत्र प्राप्त करने हेतु ऑन लाइन आवेदन किया गया है।

2- आवेदक **Mr. Ram Prit Yadav & Mr. Rajan Kumar Yadav** का निवास दिल्ली में होने के कारण चरित्र सत्यापन एवं पूर्ववत्त की जांच हेतु आप स्वयं दिल्ली के चरित्र सत्यापन संबंधी वेबसाइट [https://www.delhipolice.nic.in/ncitizen\\_services.html](https://www.delhipolice.nic.in/ncitizen_services.html) Character Verification Report पर ऑन लाइन आवेदन कर सत्यापन रिपोर्ट ई-मेल के माध्यम से [pvtsecuritydgphq@gmail.com](mailto:pvtsecuritydgphq@gmail.com) पर उपलब्ध कराये।



पुलिस उपाधीक्षक, प्रा0सु0अभि0  
निमित्त अपर पुलिस महानिदेशक,  
कानून-व्यवस्था, उ0प्र0।



केन्द्रीय विद्यालय सेक्टर - 5, द्वारका

इस विद्यालय के द्वारा दिनांक 15 जून 2020 को दैनिक टिब्यून में विद्यालय की हाउसकीपिंग; सुरक्षा/गार्डनिंग कार्य हेतु टेंडर आमंत्रित किया गया था। जिसकी खरीद व जमा की अंतिम तिथि 29.06.2020 को सांय 5 बजे तक की थी। जमा केवल स्पीड पोस्ट व रजिस्टर पार्सल द्वारा ही मान्य था। इस दिनांक तक 8 फर्मो/कंपनीयों (7 offline + 1 online)के द्वारा टेंडर खरीदे गए और 6 के द्वारा जमा कराए ।

मेसर्स नीपस ने कोरीयर के द्वारा भेजा जो कि अमान्य था। अतः इसे रद्द किया जाता है।

5 टेंडर दिनांक 29.06.2020 को स्पीड पोस्ट से प्राप्त हुए और 30.06.2020 को निर्धारित समयानुसार खोले गए ।

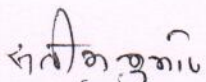
तकनीकी टेंडर केवल 3 फर्म ही टेंडर के नियमों को पूरा कर सकी । 2 फर्म मेसर्स शंकर फेसीलीटी और मेसर्स वीगोरस के पास पसारा नम्बर न होने के कारण उन्हें रद्द किया जाता है।

3 फर्मों के वित टेंडर दिनांक 01.07.2020 को खोले गई जिसके अनुसार 1 फर्म मेसर्स तान्या के द्वारा NCT रेट पर दर्शाया गए। जोकि केन्द्रीय सरकार के रेट से कम था।

बाकी 2 फर्मों में से एक फर्म मेसर्स सीरोकसी के द्वारा सर्विस चार्ज 2: ;डवदजीसल हूमेम्ब्रैम्बद्ध पर भी दर्शाया गया है। जबकि यह बेसिक रेट पर होना चाहिए था।


अतः विद्यालय में निर्मित खरीद कमेटी के द्वारा निर्णय लिया गया कि मेसर्स एच के प्रोफेसनल ने तकनीकी व वित्तीय दोनो ही में सही पायी गई है। इसलिए यह टेंडर एक वर्ष (01.07.2020 to 30.06.2021) के लिए इसे दिया जाता है।

तुलनात्मक विवरण (Comparative Statement) बनाकर अध्यक्ष विद्यालय मेनेटमेंट कमेटी को प्रेषिक की जाती है।

  
प्रचार्य

प्राचार्य / PRINCIPAL  
केन्द्रीय विद्यालय / Kendriya Vidyalaya  
द्वारका, सेक्टर-5, नई दिल्ली - 110075  
Dwarka, Sector-5, New Delhi - 110075

1. श्री अजय कुमार (PST)
2. श्री क. रजत तिवारी (UB)
3. श्री अबुल्ला शजा (PST)

  
Chairman  
Kendriya Vidyalaya  
Sector - 5, Dwarka  
New Delhi- 110075





कन्द्रीय विद्यालय

सैक्टर - ५ द्वारका

नई दिल्ली - ११००७५

फोन न० - २८०८१३३३

वेबसाइट - kvsec5dwarka.edu.in  
ई-मेल - kvdwarkas5@gmail.com



KENDRIYA VIDYALAYA

SECTOR 5 DWARKA

NEW DELHI - 110075

Telephone : 28081328

Website: kvsec5dwarka.edu.in

E-mail: kvdwarkas5@gmail.com

F.No. KVsec5/Dwarka/2020-21/

Dated: 15/06/2020

## TENDER DOCUMENT

FOR PROVIDING  
SECURITY / HOUSE KEEPING/ GARDENING SERVICES  
TO KENDRIYA VIDYALAYA, SECTOR-5 DWARKA, NEW DELHI

DATE & TIME OF ISSUE OF TENDER DOCUMENT	15.06.2020 TO 27.06.2020 UP TO 1:00 PM
LAST DATE & TIME FOR SUBMISSION OF TENDER DOCUMENT	UPTO 4:00 pm on 29.06.2020
DATE & TIME FOR OPENING OF TENDER DOCUMENT - TECHNICAL/FINANCIAL BID	AT 5 : pm ON 30.06.2020

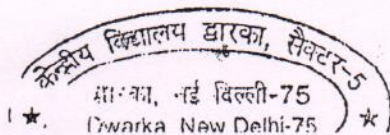
## SALE & SUBMISSION OF TENDER DOCUMENT

SALE OF Tender FORM : FROM 15.06.2020 TO 27.06.2020 UP TO 1:00 PM ON ALL WORKING DAYS  
SUBMISSION OF TENDER DOCUMENT: UPTO 4:00 pm on 29.06.2020.

- The Tender Form can be obtained from the office of Kendriya Vidyalaya, Sector-5 Dwarka on any working day from 15.06.2020 TO 27.06.2020 UP TO 1:00 PM on payment of Rs.500/- by Demand Draft in favour of Principal, Kendriya Vidyalaya, Sector-5 Dwarka, VVN A/c payable at Delhi.
- In case the Tender Form is downloaded from the website of Kendriya Vidyalaya, Sector-5 Dwarka, the Demand Draft of Rs.500/- (Five Hundred only) in favour of "Principal, Kendriya Vidyalaya Sector-5 Dwarka, VVN A/C payable at DELHI" be sent along with the Tender Form, failing which the tender of the concerned Agency will be rejected.

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 Principal, Kendriya Vidyalaya, Sector-5 Dwarka.

- The tender (Technical Bid & Financial Bid) duly completed in all respect may be send through speed post or Regd. Post to the PRINCIPAL, Kendriya Vidyalaya sector -5 Dwarka, Delhi-75 by 29.06.2020 upto 4:00 pm .




*(Signature)*

Principal



## CONTENTS OF TENDER DOCUMENT

SL. NO.	DESCRIPTION OF CONTENTS
01	Tender Notice
02	Scope of work and general instruction for tenderer
03	Terms & Conditions
04	Penalty Clause
05	Technical Bid qualification criteria
06	Proforma for Technical Bid
07	Details of contracts for past three years
08	Proforma for Financial Bid
09.	Model Agreement

  
Principal







केन्द्रीय विद्यालय  
सैक्टर - ५ द्वारका  
नई दिल्ली - ११००७५  
फोन न० - २८०८१३२८  
वेबसाइट - kvsec5dwarka.edu.in  
ई-मेल - kvdwarkas5@gmail.com



KENDRIYA VIDYALAYA  
SECTOR 5 DWARKA  
NEW DELHI - 110075  
Telephone : 28081328  
Website: kvsec5dwarka.edu.in  
E-mail: kvdwarkas5@gmail.com

### TENDER DOCUMENT

To  
M/s .....

**Sub : "Inviting Bid for engaging Service Provider Firm for providing Manpower through service contract.**

Sir/Madam,

1. The Kendriya Vidyalaya Sangathan, a centrally funded Autonomous Body, is a Society registered under Societies' Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees among others

Sealed competitive Bids are invited by the Vidyalaya from the reputed/registered consultant service Provider Firm for providing Manpower through service contract *for the period of one year with effect from 1<sup>st</sup> July, 2020. or as per Agreement.*

	Category of Manpower	Nos.	Nos of person may be changeable as per requirements
1.	Security Services	05	
2.	Conservancy Services	08	
3.	Gardener	01	

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

1. Name of KV : Kendriya Vidyalaya Sector-5 Dwarka
2. Address / Location of Building: Kendriya Vidyalaya, Sector-5 Dwarka, New Delhi 110075
- 2.1. Total Area : 2 Acres approx. (Office Block, Primary Block, Play Grounds, Cycle /scooter/ staff Car parking area. Play Ground, Garden and open space near buildings/rooms) The Area/ compound is surrounded by a boundary wall with two gate.

(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 / watchman 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). Unarmed guards in uniform with minimum One (01) guard per shift will be provided on 8 hours per security.
- e). The agency will be responsible for providing the following services:



- f). 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.
- g). 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.
- h). 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.

#### **4. GARDENER : SCOPE OF WORK:**

- a) The contractor is to employ adequate number of trained gardeners for providing gardening services in the entire Vidyalaya campus - entrance area & potted plants, lawn, staff quarters area.
- b) The Gardener / House keeping employees should be deployed for all days of the month except Sunday and  
Gazetted Holidays, unless otherwise required on written requisition. Additional charges for cleaning/sweeping, etc on holiday(s) whenever required will be paid on pro-rata basis.
- c) Developing Lawns & Gardens of the Vidyalaya by cutting of bushes, cleaning of weeds & hedges, putting annual and seasonal flower plants and ornamental plants, watering, cutting and pruning of plants.
- d) Maintaining of the lawns and gardens by watering, cutting, pruning & weeding, putting new annual and seasonal flower plants and ornamental plants, and putting pesticides and manure, ant termite treatment with termiticides etc., as the sole responsibility of the agency.
- e) All sorts of tools and implements and other materials needed for the maintenance of the lawns and gardens will be provided by the Vidyalaya.
- f) Wild growth of grass, bushes and trees in the lawn, sports ground and entrance area is to be cut regularly and disposed off away at a place acceptable to Municipal committee.
- g) All existing flowerbeds are to be watered regularly and seasonal/all weather saplings, flowers and plants are to be planted /replaced.
- h) All pots and lawn to be regularly watered and maintained in good conditions, grass in the lawn to be maintained.
- i) Adequate quantity of manure, pesticide and herbicides to be provided by the contractor to ensure good growth of plants.
- j) The contractor is also to provide special services not spelled out above in relation to gardening service which may be asked by Principal or committee framed to supervise the gardening services, in the interest of Vidyalaya
- k) The Vidyalaya on its part shall at no time directly or indirectly employ the services of or deal with any person introduced by the Agency for a period of one year from the date of termination of the contract.
- l) **STOCK AND SUPPLIES**  
The contractor shall maintain sufficient stocks of various items such as the garden implements like spades, Belches, Garden Pipes, Manure, Sprinklers, brooms, lawn movers, baskets etc. so as to meet normal requirements. The contractor shall not be permitted to stop supplying any items for any reasons.
- m) The Principal /monitoring committee will decide the adequacy of any such item in garden. The contractor will be bound by such decision.

#### **5. 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 safaiwalas 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

Timing :- (FROM 6:00 am to 12:30 PM and 12:30 PM to 6:10 PM) .

### 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, verandah etc. with wet floor dusters, detergent, disinfectants, 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 equipments, telephones, book cases, filing 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, roads, 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 taps, bottle traps, gully traps, blocked commodes, urinals, drains etc. All blockages are to be attended to immediately and cleared within 24 hours of notice of complaint.
  - (j) Immediate attendance to leakage in GI, or CI pipes and repair/rectification within 24 hours.

### WEEKLY WORK

03. The contractor will be responsible for the getting the following jobs done through his employees once a week:-
- (k) Washing and scrubbing of floor areas with detergents and dirt removing agents.
  - (l) Cleaning of sanitary wares, without damaging their shines.
  - (m) Removing stains from floor, doors and partitions by using surf or any suitable detergent without leaving any undesirable post cleaning marks.
  - (n) Cleaning of filled surfaces in the corridors and staircases by removing/shifting furniture, notice boards etc.
  - (o) Polishing of brass nameplates and numbers plates and cleaning of all other name plates/boards.
  - (p) Dusting and cleaning of fans, electrical fittings, window panes etc with glass cleaning chemical agents and cleaning of partitions/paneling etc.
  - (q) Removal of cobwebs in all rooms and other spaces of the school.



## QUARTERLY WORK

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:-

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

03 **Room Facility:** The Kendriya Vidyalaya shall provide a small room/space for the supervisor and storage of material etc. to the contractor free of cost during the period of contract. No name plate of the contractor shall be allowed in the room and nobody will be allowed to stay in it after school hours.

### 06. STOCK AND SUPPLIES (If order placed by the Vidyalaya)


The contractor shall maintain sufficient stocks of various items such as acids, towels, dusters, soaps, phenyls, detergent, odonil, naphthalene balls etc., so as to meet normal requirements. The contractor shall not be permitted to stop supplying any items for any reasons.

- a) The conservancy materials should be shown to the officer incharge and the bill to be submitted for verification of the materials in the first week of the month.
- b) The Principal /monitoring committee will decide the adequacy of any such item in toilets. The contractor will be bound by such decision.

### 07. RATES (If order placed by the Vidyalaya)

Rates must be fixed on per week basis for the whole unit (covered area, open area, surroundings, stairs, lobbies, corridors, toilets etc.) and for all items of work including cost of material. 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 made accordingly.

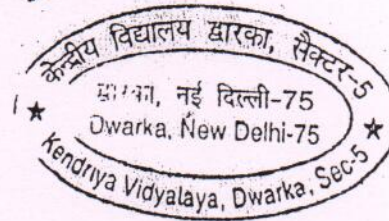
6. The tender shall be accepted under Bid System. The interested Service Providers are advised to submit Technical & Financial bids in sealed envelopes superscribing "TECHNICAL/ FINANCIAL BID FOR PROVIDING SECURITY / HOUSE KEEPING/ GARDENING SERVICES" to Kendriya Vidyalaya, Sector-5 Dwarka
7. TECHNICAL BID of the service providers must necessarily be accompanied with Earnest Money of 20,000/- (Rupees Twenty thousand only), refundable (without interest), in the form of Demand Draft / in favour of Principal, Kendriya Vidyalaya, Sector-5 Dwarka. Delhi-75
8. Security / house-keeping/ gardening services are exempted from service taxes(GST) in educational institutes as per Notification No. 12/2017-CT(Rate) dated 28th June, 2017
9. The successful tenderer will have to deposit Performance Security Deposit (SD) of 5% of the contract value in the form of an Account payee Demand Draft. The performance security should remain valid for a period of 60 (sixty) 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 tenderer.
10. Conditional bids shall not be considered and will be out rightly rejected.
11. 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.
12. 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, Sector-5 Dwarka
13. Each page of the tender document as well as annexure should be signed by the tenderer or by authorized signatories with seal of the firm.

 अध्यक्ष विद्यालय द्वारका, सेक्टर-5



14. The TECHNICAL & FINANCIAL BID<sup>1</sup> shall be opened on the scheduled date and time (At 5:00 pm on 30.06.2020), 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.
15. The TECHNICAL BID if not qualified will be summarily rejected.
16. 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.
17. No bidding firm will be allowed to withdraw its bids . If any firm intends to withdraw opening of technical bids, its Earnest Money (EMD) will be forfeited.
18. If after award of the contract, the successful bidder (L1) fails to provide required number of Security Guard / Gardner/ Safaiwalas / Workers, the contract is liable to be cancelled alongwith forfeiture of Performance Security Deposit (SD)/ SECURITY DEPOSIT and other consequential actions such as blacklisting, as deemed appropriate.
19. The lowest (L1) bidder will be decided on the basis of weighted sum as defined in the Financial Bid form.

XXXX





## 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, Sector-5 Dwarka, 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, Sector-5 Dwarka. 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, Sector-5 Dwarka.
3. By virtue of this agreement, no relationship will be created between the Safaiwalas/ Workers and Kendriya Vidyalaya, Sector-5 Dwarka / KVS. It will be the sole responsibility of the Service Provider to pay salary and other perks to its Security Guards/ Gardner / Safaiwalas/ Workers meeting all statutory obligations and no complaints by any of its Security Guards/ Gardner /Safaiwalas/ Workers in this regard will be entertained by the Kendriya Vidyalaya, Sector-5 Dwarka / KVS.
4. The agreement can be terminated earlier by giving one month written notice on Kendriya Vidyalaya, Sector-5 Dwarka side and two 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.
5. The labourers should be physically and mentally fit.
6. The Security Guard / Gardener / Safaiwalas/ Workers should be neatly dressed up with proper uniform and shoes.
7. The Contractor shall get the Security Guard / Gardener / 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 / Gardener / Safaiwalas/ Workers shall be deployed for duty by the Service Provider.
8. The Security Guard / Gardener / 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 / Gardener / Safaiwalas/ Workers.
10. The Firm/Agency shall ensure that the wages to the Security Guard / Gardener / SAFAIWALAS/ WORKERS will be paid by the Firm/Agency in accordance with the **MINIMUM WAGES ACT** in force as per **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 / Gardener / Safaiwalas/ Workers employed by it and deployed in Kendriya Vidyalaya, Sector-5 Dwarka
12. Verification of **CHARACTER AND ANTECEDENTS** of the Security Guard / Gardener / 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 / Gardener / Safaiwalas/ Workers shall not enter into any unlawful activity within the KV premises and shall have a good moral character.
13. The Vidyalaya shall not provide any accommodation or living facilities to the Security Guard / Gardener / SAFAIWALAS/WORKERS.
14. The Gardener / Safaiwalas/ Workers should be deployed for all days of the month except Sunday and Gazetted Holidays, unless otherwise required on written requisition. Additional charges for cleaning/sweeping etc on holiday(s) whenever required will be borne by the Service Provider.



15. Losses caused to the Vidyalaya due to negligence on the part of Security Guard/ Gardener/ Safaiwalas /Workers will be recovered from the Agency/Contractor.
16. The Security Guard / Gardener / Safaiwalas /Workers provided by the Service Provider should be well mannered, courteous and polite. The Security Guard / Gardener / Safaiwalas/Workers should not smoke or consume liquor while on duty and should not play cards, etc. in the Vidyalaya.
17. During the period of leave of any of the Security Guard / Gardener / Safaiwalas/Workers, the Service Provider shall deploy another Security Guard / Gardener / Safaiwalas/Workers with prior intimation to the Vidyalaya.
18. 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.
19. It will be the responsibility of the Service provider to comply with all statutory obligations on his part arising out of this contract.
20. The quoted rates will be all inclusive of all charges, *excluding Service Tax*, and no other charges will be paid extra. Service Tax, if applicable, will be paid extra by the Vidyalaya to the concerned Agency/ Service Provider on production of receipt by the Agency/ Service Provider.
21. The material such as- Brooms, Dusters, Brushes, Acids, Detergents, Disinfectants, Phenyl, Naphthalene balls, Soaps, Wiper, Dustbins, etc should be provided by the Agencies for use of Safaiwalas/Workers for cleanliness purpose in the Vidyalaya. The Service Provider has to do with their cost and quality of material should be good and the item bill along with materials should be submitted to the office incharge for verification of stock.
22. 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, Sector-5 Dwarka. The Service Provider/ Supervisor shall report to the Vidyalaya as and when he is required by the Vidyalaya authority in connection with the Contract.

23. **Terms and conditions of payment:**

- A. The remuneration shall be disbursed through NEFT/RTGS/ Cheque at KV Sector -5 Dwarka premises in the presence of representative of the KV Sector -5 Dwarka or its constituent.
- b) The Contracting Agency will ensure payment by the 5th of every succeeding month to their employees provided to the KV Sector -5 Dwarka, Delhi as per the monthly remuneration and OTA charges quoted without any deduction.
- (c) The Contracting Agency will submit the invoice along with the proof of disbursement in triplicate after making the payment to the employees provided to the KV Sector -5 Dwarka, delhi supported with the following documents:-
- (i) Details of disbursement made to the staff furnishing Cheque details for each payment.
- (ii) Proof of payment of statutory obligation such as EPF, ESI, and any other applicable tax. Payment to the Contracting agency will be released Normally within 15 days from the date of the receipt of the invoice /bill some time it may delayed due to some valid reason.
- (d) The Contracting Agency will provide identity Card to all its employees deputed as per format suggested by the indenting office valid for the period of contract.
- (e) The Contracting Agency shall comply with all statutory obligations. Minor variations as per actual calculation will be borne by the indenter/Client.
- (f) The normal office hours of Kendriya Vidyalaya Sector -5 Dwarka, Delhi is from 6.00 am to 6.00 pm, six days from Monday to Saturday. However, Kendriya Vidyalaya Sector -5 Dwarka, Delhi reserves the right to request the services on Holiday /beyond office hours. The contracting agency will be compensated by the indenting agency as per the rate quoted for OTA for working on Holiday/beyond office hours. However, overtime hours in a month will not exceed 54 hours.
- (g) In case of absence on any working day, the monthly remuneration (No. of days in a month for calculation of monthly remuneration will be counted as per rules for housekeeping and security services ) will be regulated as per the following formula. Total Monthly Remuneration= Monthly Remuneration -A1

Where  $A1 = \frac{\text{Monthly Remuneration} \times \text{No. of days absent}}{\text{Nos. of days in the month}}$

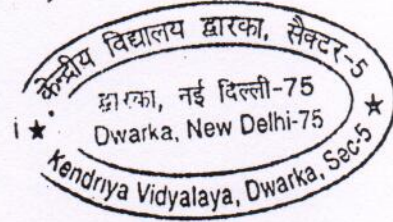


केंद्रीय विद्यालय द्वारका, सेक्टर-5



24. 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.
25. The Vidyalaya shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties, if any.
26. 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.
27. 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.
28. In case of dispute of any kind, the firm shall abide by the decision of the Kendriya Vidyalaya, Sector-5 Dwarka arbitration and Conciliation Act- 1996. The place of settlement of dispute shall be New Delhi . In the case of settlements of dispute is in the court, it will be in the jurisdiction of courts at New Delhi .
29. Any other provision may be incorporated by the Vidyalaya authority. The same shall also be binding on the Service Provider/ Agency.

XXXX



*[Handwritten signature]*

*[Handwritten signature]*



## TECHNICAL BID QUALIFICATION CRITERIA

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

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

A.(1) The service provider/Agency should be registered and valid Licence(PSARA) Number under Contract Labour Act and under any other Acts/Rules/ of NCTof DELHI State Govt/Central Govt for supply of all three categories of services.

C. 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.

D. The Agency must have a minimum' of three years' experience in providing Conservancy/House Keeping Services to Central Government Departments/Autonomous Body/ NCTof Delhi 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.

E. The Agency should have its own Bank Account. Certified copy of the account maintained for last two financial years issued by the Bank, shall be enclosed.

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. The Bidder shall deposit Rs. 20000/- in the form of Bank Guarantee valid for 60 days after the date of submission of BID.

### I. EVALUATION OF BID :

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

i) 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 2 years along with cost of assignment.

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

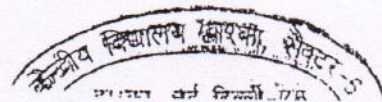
(e) Attested copy of proof of EPF registration along with attested copies of challans for EPF payment for the year 2019-2020.

(f) Attested copy of proof of ESI registration.

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

(i) Attested copy of valid Private Security Agency Licence and Number under Contract Labour Act and under any other Acts/Rules/of NCTof DELHI State Govt/Central Govt for supply of all three categories of services.

Principal





**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 Sector-5 Dwarka 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	Attested copy of valid Private Security Agency Licence and Number under Contract Labour Act / Private Security Agencies Regulation Act, 2005, Acts/Rules/of NCTof DELHI State Govt/Central Govt for supply of all three categories of services. popularly known as PSARA.	
9	PAN No. of the Agency ( attach copy of card)	
10	Details of major contracts handled in last 03 (three years)	
11	Self- certificate for non-blacklisting	
12	Total No.s of employees in the Agency	
13	Earnest Money of `20,000/- (for 3 services) in favour of 'Principal, Kendriya Vidyalaya Sector-5 Dwarka,VVN A/C, payable at Delhi " is to be enclosed.	DD No..... date..... Name of Bank & Branch..... .....
14	Acceptance of Terms & Conditions of tender documents.	Attach as per format – Annexure- III

*(Handwritten Signature)*

Signature of authorized person.....

Place:.....

Name:.....

Date:.....

Seal:.....

*(Handwritten Signature)*

केन्द्रीय विद्यालय द्वारका, सेक्टर-5  
दिल्ली-110025



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

**DECLARATION**

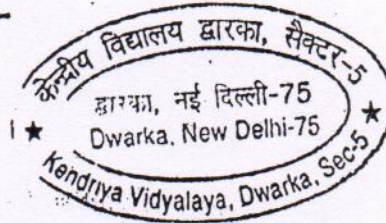
1. I, .....Son/Daughter/Wife of Shri.....  
.....Proprietor/Director/authorized signatory of the Agency mentioned above, is competent to sign this  
declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
3. 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.
4. I hereby undertake to work at L1 rates as per the terms and conditions given in the tender documents.

Date:.....  
Place: .....

Signature of authorized person.....  
Full Name.....  
Mobile /Telephone No.....

*[Handwritten signature]*

*[Handwritten signature]*





# FORMAT OF BID

ANNEXURE-A

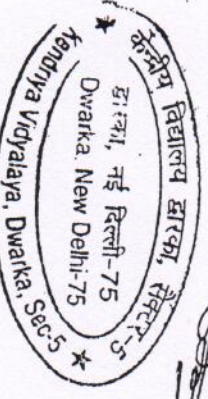
S.No	Category of Manpower	Number	Unit monthly remuneration	EPF Rate	ESI Rate	Service charges/ charges of uniforms/ bonus etc. including overhead profit (Service Charge in % only) (Figure in Rs. also)	Monthly Unit cost (Col.4+5+6+7)	Total monthly cost (Col.8x3)
1	Security Guard/Watchman(Semi skilled)	3	4	5	6	7	8	9
2	Security Guard/Watchman(Unskilled)	1						
3	Gardener (Semi skilled)	1						
4	Gardener (Unskilled)	1						
5	Conservancy (Housekeeping) (Unskilled)	1						

NOTE: 1. GST exempted.

2. In case of discrepancy between unit price and total price, the unit price shall prevail.

3. Service Charges/ Admin charges not less than 2 %

We agree to provide the above service of manpower including material and to abide by the terms & conditions contained in the bid document and also into the agreement in the format enclosed. Bid security of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) is furnished vide Bank Draft No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_



(Bidder)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_



**DETAILS OF CONTRACTS FOR PAST THREE YEARS**

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//

*[Handwritten signature]*

*[Handwritten signature]*

*[Circular stamp: कर्मचारी विद्यालय द्वारका, सेक्टर-5, द्वारका, नई दिल्ली-75, Dwarka, New Delhi-75]*



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: .....

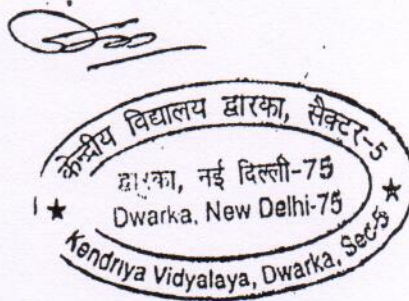
Place.....

Signature of Proprietor/authorized signatory.....

Name :.....

Seal .....

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



Handwritten signature



**:ACCEPTANCE OF THE TENDERERS:**

The Terms & Conditions enumerated in the document from Sl. No.1 to 28 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//



*(Handwritten signature)*



**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/STATE 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 .....





# MODEL AGREEMENT

## MODEL AGREEMENT FOR SERVICE CONTRACT

### 1.1 THE AGREEMENT

1.1.1 THIS AGREEMENT made and entered into on this [DATE] day of [MONTH] Two Thousand [YEAR] between the Kendriya Vidyalaya Sector-5 Dwarka Delhi -75 (herein after called KV. Sector-5 Dwarka which expression shall where the context so admits include its successors and permitted assigns) of the one part, and

1.1.2 [NAME OF THE CONTRACTING AGENCY] a [COMPANY/FIRM] registered office at [ADDRESS] (hereinafter called the CONTRACTING AGENCY which expression shall where the context so admits include its successors and permitted assigns) of the other part.

1 \* In the format two types of brackets have been used. These are;

- (i) Square Bracket [ ] : these brackets indicate the following;
  - (a) [xxxxxxx] : replace the instruction by filling in relevant text;
  - (b) [xx/yy/zz] : among the options choose the applicable one (s) and delete the rest;
  - (c) [clause/phrase/sentence] : optional, choose whichever applicable to the specific requirement.

The square brackets, symbols and the underscores if any are to be deleted on drafting of the agreement.

- (ii) Ordinary Brackets ( ) : these brackets are a part of the text and are to be retained.

### DEFINITIONS

The agreement is general in nature wherein the particular office has been generally referred to as "INDENTING OFFICE" and the agency providing the service as "CONTRACTING AGENCY". If desired the word "INDENTING OFFICE" may be substituted by the acronym of the particular office and the CONTRACTING AGENCY by a suitable abbreviated name/acronym.

### 1.2 PREAMBLE

1.2.1 WHEREAS THE CONTRACTING AGENCY is [engaged in/ carrying out] [define the present business / objective / activity of the CONTRACTING AGENCY] and is desirous of providing service to the premises of KV. Sector-5 Dwarka, Delhi-75 [on/in/for] [name the area of service contract].

1.2.2 WHEREAS KV Sector-5 Dwarka at its premises located in sector-5 Dwarka New Delhi (hereinafter called



the INDENTING OFFICE) is seeking service on contract for Conservancy, Security and Gardening [name of the area of service contract] as detailed in the Appendix-I to the agreement (hereinafter called the WORK).

Now therefore in consideration of the premises and mutual covenants here in after contained, the parties hereto agree as follows:

### 1.3 SCOPE OF THE AGREEMENT

1.3.1 The agreement details the terms and conditions, financial arrangements, responsibilities and obligations of the CONTRACTING AGENCY and INDENTING OFFICE /pertaining to the WORK.

### 1.4 FINANCIAL ARRANGEMENTS

1.4.1 In consideration of the work to be carried out by the CONTRACTING AGENCY the KV, Sector-5 Dwarka shall pay to CONTRACTING AGENCY as follows after deducting Income Tax at source on the total amount:

- (i) Rs. \*\* per man month / man day / man hour on [DATE] of every month for the service to be rendered by the CONTRACTING AGENCY subject to compliance of terms of the agreement by the CONTRACTING AGENCY.
- \*\*Rs. \_\_\_\_\_ For service contract on \_\_\_\_\_

### 1.5 MODALITIES OF CONTRACT

1.5.1 This contract is of the nature of service contract for a specified period and not labour contract.


1.5.2 The responsibility of the CONTRACTING AGENCY and schedule of fulfillment thereof shall be as per Appendix - 1 to the Agreement.

1.5.3 There will be a Screening Committee for evaluation of progress of the WORK. This Committee shall be set up by the INDENTING OFFICE. It will [fix/identify] the work to be done by the CONTRACTING AGENCY, targets/ milestones and criteria for completion of the Work. It shall also review the progress of the WORK at midterm of contract period. If at any state the Screening Committee finds the performance of the CONTRACTING AGENCY unsatisfactory, a notice to that effect will be sent to CONTRACTING AGENCY and if it fails to improve its performance of WORK within seven days of the notice served, the continuation of this agreement will be reviewed by the INDENTING OFFICE and agreement shall be terminated by giving information in writing to that effect to the CONTRACTING AGENCY.

1.5.4 For the purpose of providing service, the working hours and days of workers deployed by the CONTRACTING AGENCY in the premises of INDENTING OFFICE shall be as per para 2 of the tender document.

### 1.6 RESPONSIBILITIES OF CONTRACTING AGENCY

1.6.1 CONTRACTING AGENCY shall undertake the WORK as per schedule detailed in Appendix - 1 to the Agreement by providing manpower including material in the premises of the INDENTING OFFICE.





1.62 This period of completion of WORK will not be extended unless it is for the reason beyond the control of the CONTRACTING AGENCY for a period not exceeding six months.

1.63 CONTRACTING AGENCY shall substitute suitable workers in lieu of those provided by it in the INDENTING OFFICE for the purpose of WORK, if not found suitable by the INDENTING OFFICE on initial evaluation within 48 hours of written notice. Similarly the INDENTING OFFICE will continue to hold the right to reject the replacement provided and ask for substitutes in cases of absentees / sick workers or otherwise on valid reasons.

1.64 CONTRACTING AGENCY shall on receipt of advance notice of not less than 24 hours from the INDENTING OFFICE, provide additional manpower or make temporary withdrawal of manpower provided by it.

1.65 CONTRACTING AGENCY shall be responsible for payment of salary, grant of leave and providing coverage for insurance medical benefits or such other statutory benefits to its workers provided by it in the INDENTING OFFICE. The INDENTING OFFICE shall not be responsible for making any payment to them. Workers provided by CONTRACTING AGENCY shall be employees of the CONTRACTING AGENCY for all purpose and the INDENTING OFFICE shall not have liability of any kind towards workers.

1.66 CONTRACTING AGENCY shall be responsible for any damage to the property / equipment / material of the INDENTING OFFICE by its personnel during the course of or consequent to the WORK being rendered. [Intimation regarding damage shall be given in writing to the CONTRACTING AGENCY within a week].

1.67 Liquidated damages for defaults on the part of the CONTRACTING AGENCY will be recovered from it. The decision of the head of INDENTING OFFICE shall be final in this regard.

## 1.7 RESPONSIBILITIES OF THE INDENDING OFFICE


1.7.1 INDENTING OFFICE shall provide all the basic working data available with it and afford all working facilities available with it to the authorized workers provided by the CONTRACTING AGENCY for fulfillment of the work.

1.7.2 INDENTING OFFICE shall permit the duly authorized workers of the CONTRACTING AGENCY at all convenient times to enter into and upon its premises where work is to be performed.

1.7.3 INDENTING OFFICE will maintain a separate record of attendance of no. of workers provided by the CONTRACTING AGENCY. The payment will be released to the CONTRACTING AGENCY on prorata basis after deducting the days of absence without suitable replacement or poor performance.

## 1.8 COMPLETION

1.8.1 The WORK shall be deemed to have been completed on expiry of period of this contract and release of final payment to the CONTRACTING AGENCY by the INDENTING OFFICE subject to review by the Screening Committee set up vide provision 1.5.3.





1.9 CONFIDENTIALITY

19.1 during the tenure of the Agreement and [.....years | thereafter the CONTRACTING AGENCY undertake on their behalf and on behalf of their subcontracts / employees / representatives / associates to maintain strict confidentiality and prevent disclosure thereof of all the information and "data exchanged / generated pertaining to work under this Agreement for any purposes other than in accordance with the Agreement.

21 FORCE MAJERE

- Neither party shall be held responsible for non-fulfillment of their respective obligations under this Agreement due to the-exigency of one or more of the force major events such as but not limited to Acts of God, war, flood earthquake, strike, lockouts, epidemics, riots, civil commotion, etc, provided on the occurrence and cessation of any such events, the party affected thereby shall give a notice in writing to the other party within one month of such occurrence or cessation. If the force-majeure conditions continue beyond six months, the parties shall then mutually decide about the future course of action

22 EFFECTIVE-DATE, DURATION, TERMINATION OF THE AGREEMENT

- The Agreement shall be effective from the date of acceptance of the offer as shown in the letter of acceptance of offer and award of work issued to CONTRACTING AGENCY and shall remain in force for a period of [months] from the said date.
- The Agreement shall be deemed to expire on completion of the period, as provided in para 1.8.1 unless extended by both the parties.

During the tenure of the Agreement, parties hereto can terminate the Agreement either for breach of any of the terms and conditions of this Agreement or otherwise by giving a [ months] notice in writing to the defaulting party. Failure of either party to terminate the Agreement on account of breach or default by the other shall not constitute a waiver of that party's right to terminate this Agreement.

- In this event of termination of the Agreement vide provision 2.2.3 the rights and obligations of the parties thereto shall be settled by mutual discussion; the financial settlement shall take into consideration not only the expenditure incurred but also the expenditure committed by INDENTING OFFICE.
- In the event of termination of agreement, the CONTRACTING AGENCY shall be liable to refund the amount, if any, paid in advance to it by the INDENTING OFFICE.

23 NOTICES

• All notices and other communications required to be served on the CONTRACTING AGENCY under the terms of this Agreement, shall be considered to be duly served if the same shall have been delivered to, left with or posted by registered mail/speed post to the CONTRACTING AGENCY at its last known address. Similarly, any notice to be given to the INDENTING OFFICE shall be considered as duly served if the same shall have been delivered to, left with or posted by registered mail/speed post to it.





**AMMENDMENTS OF THE AGREEMET**

- No amendment or modification of this Agreement shall be valid unless the same is made in writing by both the parties or their authorized representatives and specifically stating the same to be an amendment of this Agreement. The modifications / changes shall be effective from the date on which they are made executed, unless otherwise agreed to.

**25 ASSIGNMENT OF THE AGREEMENT**

- The rights and / or liabilities arising to any party to this Agreement shall not be assigned except with the written consent of the other party and subject to such terms and conditions as may be mutually agreed upon.

**26 DISPUTE SETTLEMENT**

- In the event of any dispute or difference between the parties arising out of or in connection with the terms and conditions of this Agreement such dispute or differences shall be referred to the Joint Commissioner (Admn.), Kendriya Vidyalaya Sangathan (HQ), New Delhi - 110067. The decision of the Joint Commissioner (Admn.), Kendriya Vidyalaya Sangathan (HQ), New Delhi - 110067 shall be final and binding on both the parties

**SEAL OF THE PARTIES**

In witness whereof the parties hereto have signed this Agreement on the day, month and year mentioned hereinbefore.

**Parties**

**Parties**

For and on behalf of KVS INDENTING OFFICE

For and on behalf of Contracting Agency

Signature .....

Signature.....

Name .....

Name.....

Designation .....

Designation.....

Seal .....

Seal.....

Witness (Name and Address)

Witness (Name and Address)

1.

1

2.

2.

विद्यालय द्वारका, दिल्ली



# CHECK LIST FOR TECHNICAL BID

I/We have gone through the contents of the tender documents received from Kendriya Vidyalaya, Sector-5 Dwarka for providing service of ..... (Security Service/House keeping/Gardening)

I/We affirm that our Agency is implementing **MINIMUM WAGES ACT** in force at NEW DELHI .

1. The Technical bid duly filled in by a person authorized by the Agency/ Service Provider, in prescribed proforma, is placed at **Page No.1.**
2. Proof of address of the Agency is placed at **Page No.2**
3. Banker's Certificate has been placed at **Page No.3**
4. Attested copy of Registration of Agency is placed at **Page No.4**
5. Attested copy of valid Private Security Agency Licence and Number under Contract Labour Act / **Private Security Agencies Regulation Act, 2005**, Acts/Rules/of NCTof DELHI State Govt/Central Govt for supply of all three categories of services. (popularly known as **PSARA.**)
6. In case of partnership, proof as required under Technical Bid Qualification Criteria is placed at **Page No.5**
7. Attested copy of Registration with Service Tax is placed at **Page No.6**
8. Attested copy of PAN No. is placed at **Page No.7**
9. Annexure: I to IV, as prescribed, are duly filled in and are enclosed herewith.
10. List of materials required on monthly basis for conservancy services only.
11. Demand Draft for Rs20,000/- for three services favouring – 'Principal, Kendriya Vidyalaya, Sector-5 Dwarka, VVN A/c, Payable at Delhi' towards EMD is attached to the Technical Bid document.

1. Any other document, not mentioned above..... is/ are also enclosed.

Date:.....  
Place:.....

Signature of Proprietor/authorized signatory.....  
Name :.....  
Seal .....

