

Regd A/d

Our Ref: KB/1:0(Computer)

08.09.09

Subject: Quotation for providing services of Security guards and safaikarmi

Dear Sirs,

Sealed Bids are invited for the supply of "SECURITY GUARDS AND SAFAIKARMI" which should reach to the undersigned latest by 29.09.09 at the following address:

Director & Head,
Bureau of Indian Standards
Kanpur Branch Office,
117/418 B, sarvodaya Nagar,
Kanpur 208 005(UP)

2. The detailed information of the above mentioned Services are given in Annex-I
3. Terms and conditions of the Services are given in Annex-II.
4. The Bids shall be opened in the Officers Hall of the Kanpur Branch Office, at the address mentioned above at 1500 h on 30.09.09 and in the presence of such tenderers or their duly authorized representatives, who may like to attend.
5. An EMD of Rs. 4800/- in the form of DD favoring BIS, payable at Kanpur should be accompanied with the bid.
6. Please note that the envelopes containing Bids should be sealed properly i.e. either wax sealed or with adhesive cello tape on both ends. Unsigned Bids, Unsealed/ stapled envelopes and bids without EMD shall be summarily rejected. No exemption whatsoever for payment of EMD shall be accorded.
7. The specification and terms & conditions can also be downloaded from BIS Website – www.bis.org.in.

Thanking you,

Yours faithfully,

Encl: As above

(P C Joshi)
Director & Head

Annexure –I

Requirements

Security Guards : Two
Safaikarmi : One
Helper : One

1. They have to report to duty at 0830 h and provide services till closing of Office normally 1730 h.
2. Although our Office has only five working days in a week i.e. Monday to Friday but it may be opened during holidays also when needed. They have to provide their services during that day or days also for which no additional amount will be payable.
3. Payment will be made, during second week of next month, on production of bill after end of the month for which services has been provided.
4. For providing services, Agency, after chosen for the service, will have to submit a contract for a period of One year on a Stamp paper of Rs. Ten.
5. Only those may apply, who have their registration, EPF No. and TAN No. etc.
6. It is mandatory to pay Minimum Wages to the person provided to this Office in respect of above details and also certifying in the bill that the person provided to this Office for the purpose detailed above are being paid Minimum Wages as prescribed by U.P. Government.
7. For any other enquiry this Office may be contacted during Office hours.

Annexure - II

1. Quotations/ Bids qualified by indefinite expressions as “ Subject to immediate acceptance. Subject to prior sale “ etc. and incomplete quotations are liable to be summarily rejected.
2. The Bureau reserves the right to accept or reject summarily and or all tenders in whole or part without assigning any reason whatsoever.
3. The Bureau takes no responsibility for delay, loss or non-receipt of tenders after dispatch.
4. In case of non compliance with the Terms & Conditions of the contract, the Bureau reserves its right to Cancel/ rescind/ revoke the order if
5. All questions, disputes or difference arriving under, out of or in connection with the tender enquiry shall be subject to the exclusive jurisdiction of Kanpur Courts.