



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/4950367
Dated/दिनांक : 22-05-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	13-06-2024 09:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	13-06-2024 09:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Science And Technology
Department Name/विभाग का नाम	Department Of Scientific And Industrial Research (dsir)
Organisation Name/संगठन का नाम	Council Of Scientific And Industrial Research (csir)
Office Name/कार्यालय का नाम	Csir Ampri Bhopal
Item Category/मद केटेगरी	Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard , Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Security Supervisor
Contract Period/अनुबंध अवधि	2 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	300 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes

Bid Details/बिड विवरण

Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	4 Days
Estimated Bid Value/अनुमानित बिड मूल्य	30145959
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	27

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

DIRECTOR

CSIR - Advanced Materials And Process Research Institute (AMPRI) Hoshangabad Road, near Habibganj Naka, Bhopal, Madhya Pradesh 462026 Department of Scientific and Industrial Research (DSIR), Council of Scientific and Industrial Research (CSIR), Ministry of Science and Technology (Director Csir Ampri)

Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.
6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
7. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
 1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
 2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
 3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years: See ATC and Technical qualification criteria for details.

The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in each contract of providing manpower services to Central/ State Government Departments/ Public Sector Undertakings/ Autonomous Bodies in last N financial years: See Technical qualification criteria

Geographic Presence: Office registration certificate: See Technical qualification criteria

Additional Conditions specific to this bid: See ATC documents

Scope Of Work For the Service: [1716370643.pdf](#)

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard (34)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Unarmed Security Guard
Category of Skills	Skilled
Gender	No Preference
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Yes
Age Limit	Up to 50 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	PSARA training
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Title For Optional Allowances 1	NA
Title For Optional Allowances 2	NA
Title For Optional Allowances 3	NA

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Sanjay Kumar	462026, CSIR-Advanced Materials and Processes and Research Institute (AMPRI), Formerly Known as RRL, Hoshangabad Road, Near Habibganj Naka	34	<ul style="list-style-type: none"> • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 12 • Basic Pay (Minimum daily wage) : 862 • Provident Fund (INR per day) : 69.23 • EDLI (INR per day) : 2.885 • ESI (INR per day) : 0 • EPF Admin charge (INR per day) : 2.885 • Bonus (INR per day) : 0 • Optional Allowance 1 (in Rupees) : 0 • Optional Allowance 2 (in Rupees) : 0 • Optional Allowance 3 (in Rupees) : 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Security Supervisor (3)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Security Supervisor
Category of Skills	Skilled , Highly Skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Yes
Age Limit	Up to 50 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	PSARA training

Specification	Values
Addon(s)/एडऑन	
Additional Details/अतिरिक्त विवरण	
Title For Optional Allowances 1	NA
Title For Optional Allowances 2	NA
Title For Optional Allowances 3	NA

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of resources to be hired	Additional Requirement/अतिरिक्त आवश्यकता
1	Sanjay Kumar	462026, CSIR-Advanced Materials and Processes and Research Institute (AMPRI), Formerly Known as RRL, Hoshangabad Road, Near Habibganj Naka	3	<ul style="list-style-type: none"> • Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 12 • Basic Pay (Minimum daily wage) : 948 • Provident Fund (INR per day) : 69.23 • EDLI (INR per day) : 2.885 • ESI (INR per day) : 0 • EPF Admin charge (INR per day) : 2.885 • Bonus (INR per day) : 0 • Optional Allowance 1 (in Rupees) : 0 • Optional Allowance 2 (in Rupees) : 0 • Optional Allowance 3 (in Rupees) : 0

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. **Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. **Generic**

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. **Generic**

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the file](#)

4. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

5. **Payment**

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

6. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

DIRECTOR CSIR AMPRI
payable at
BHOPAL

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

7. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

DIRECTOR CSIR AMPRI
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

8. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

DIRECTOR CSIR AMPRI
Account No.
131610011004778
IFSC Code
UBIN0813168
Bank Name
UNION BANK OF INDIA
Branch address
RR LAB

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

9. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

10. Purchase Preference (Centre)

Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for percentage of 15% of total value.

11. Purchase Preference (Centre)

Procurement under this bid is reserved for purchase from Micro and Small Enterprises whose credentials are validated online through Udyog Aadhaar/URC for that product/service category. If the bidder wants to avail the reservation benefit, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service.

12. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

13. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

14. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

15. **Buyer Added Bid Specific SLA**

File Attachment [Click here to view the file.](#)

16. **Buyer Added Bid Specific Scope Of Work(SOW)**

Text Clause(s)

SCOPE OF WORK FOR SECURITY SERVICE AT CSIR-AMPRI, BHOPAL

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Introduction:

The CSIR- ADVANCED MATERIALS & PROCESSES RESEARCH INSTITUTE (CSIR), Bhopal is one of the premier research and development organization under the Council of Scientific & Industrial Research (Department of Science and Technology). Security is a very sensitive matter for the organization since it deals with critical technologies. The Laboratory is spread over an area of 80 acres and security is required on places such as Administrative Building, Laboratory Building, Guest House, Main Gate, Bank Gate, Saket Nagar Gate, CARS&GM etc. There are few upcoming buildings such as New Laboratory on Hoshangabad Road and Graphene center near CARS&GM.

A. This Institute is covered by 03 Layers of Securities:

1. 24×07 Physical Security
2. CCTV Surveillance
3. Boundary wall and Parameter Fence

This Institute is therefore, looking for a Security Agency on job contract basis, which can provide security of high degree with expertise in the latest techniques of security of sensitive installations against terrorism/sabotage etc. The security personnel deployed by the Service Provider shall work under overall supervision & direction of the CSIR-AMPRI Security Officer or any Officer delegated by CSIR AMPRI for that purpose. The CSIR-AMPRI Security Officer or any delegated officer shall specify the services of guards to be obtained in each shift.

1. The Security Guards /Security Supervisors are to be deployed for 8 hrs. in three shifts in such a manner that continuity at all time and on all days is maintained. The eight hours shift will normally commence from 6:00AM to 2:00 PM, 2:00 PM to 10:00PM, 10:00PM to 6:00AM. But the timings of the shift are changeable and can be fixed by the AMPRI Bhopal from time to time depending upon the requirements.
2. Unarmed security services are required 24 hours per day, 7 days per week throughout the entire year.
3. Security Guards assigned to perform work under this CONTRACT shall wear uniforms at all times. These uniforms must clearly identify the name of the security CONTRACTOR and the name of the individual security guard. The Security Guards be able to communicate effectively in both written and oral Hindi.
4. The contractor should assume complete responsibility for the security of the pr

operty, stock and premises of the laboratory. Every aspect of the security including Laboratory protection. Personal security, prevention of theft, prevention of unauthorized movement of laboratory goods. Protecting the Building/fixtures/fitting/materials from theft, fire, rescue operation and parking of vehicles.

5. He shall be liable to make good of the loss theft, pilferage etc. on any other account due to negligence of the personnel provided by him.
6. All the security point viz. Administrative Building, Laboratory Building, Guest House, Main Gate, Bank Gate, Saket Nagar Gate, CARS&GM, upcoming buildings such as New Laboratory on Hoshangabad Road, Graphene center near CARS&GM and surrounding areas should be managed in a such fashion under the supervision of his own supervisor so that security guards are available/deployed in all the three shifts of 8 hours round the clock on all the days of week including off days and holidays. One additional security guard is to be posted at old main gate as per the timings set by CSIR-AMPRI

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B. CHARTER OF DUTIES :

1. Post wise deployment must be made by the Service Provider and the guard briefed daily on his charter of duties and confirmed in writing by duty post orders. This Duty Chart to be made fortnightly or monthly basis duly signed by the authorized Manager of the Service provider keeping all the guards in rotation. Each and every guard must be made responsible and accountable for duties at Post.
2. Proper Handing / Taking Over of duties. Each and every guard must be conversant with his duties and the areas of responsibility. Briefing will be carried out by outgoing and incoming guards, 05 minutes before commencement of duties and records maintained in writing.
3. If the guard is absent to take over the duty, suitable replacement to be arranged to relieve the guard by the Service Provider.
4. An adequate number of security Guards (Relievers 6:1 Ratio) are required to meet the schedule described above. Submission of reports immediately for security related incidents to the contractor for onward intimation to CSIR- AMPRI. Control public access to the CSIR- AMPRI premises. Carry out the duties of Access Control at all Entry and Exit points and verification of identity cards and passes. Material / equipment movement control. Screening and recording of all incoming and outgoing men and materials at Main Gate. Recording the movements of employees, visitors and other contract employees.
5. Proper patrolling, discreet surveillance in and around CSIR-AMPRI campus to be carried out and report is given to Supervisor.
6. Guards to have Communications skills on telephone and walkie-talkie.
7. Conversant with clients / list of emergency telephone Nos. and salient aspects of all local rules and regulations.

8. Report writing and investigation of petty crimes and knowledge of local traffic rules.
9. Keys management.(Key Issue & Receipt)
10. Fire drills, building evacuation plans, fire and life safety policies, bomb threats and terrorist acts.
11. Sound public relations and customer friendly behavior.
12.
All guards will be in possession of a pocket notebook and pen at all times. Cost to be borne by the Service Provider.
13. All kinds of training, including on job training, on communications such as walkie-talkie etc. specialized training on fire safety will be arranged at Service Provider cost.
14. Guards should carry Lathi (Baton), Whistle and torch while proceeding for duty.(Torch is during dusk to dawn)
15. Daily Flag hoisting and lowering of National Flag on Main building.
16. Guard parade during National Festivals 26th January and 15th August.
17. Securities light switch on during dusk and switch off during dawn. Submit list of unserviceable lights to supervisor for making a report to CSIR-AMPRI
18. Preventing entry of stray Dogs and other animal in to the campus.
19. Should be always keep the gates closed; remain alert at duty post and not to sleep.
20. Guard should record the movements of Vehicles and personal at all Gates in the register provided.
21. Prevent unauthorized entry of public in to the AMPRI campus.
22. The activities/duties to be performed by the security guard deployed at the Gates are as follow:
 - a) Issue of entry gate pass
 - b) Material in gate pass
 - c) Material out gate pass
 - d) Visitor gate pass
 - e) Daily wages Identity-card
 - f) Attendance of Daily wages
 - g) Surprise checking
 - h) SRF/JRF/PA/RA/Trainees checking Identity-card
 - i) Checking of tender material and labour
 - j) Protocol of VIP Guest

- k) Proper checking of Vehicle
- l) Liaison and co-ordination civil authority (CBI, Crime Branch, Local Police etc.)
- m) Parameter patrolling on day/night
- n) Security arrangement for workshop/seminar/training programme /exhibition etc.
- o) New Instrument install of fire and safety
- p) Fire fighting
- q) Checking in maintenance fire instruments

Note: The above activities are not exhaustive and other duties may be handed to them by this institute.

The post wise details of the required manpower are as follow:

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1. MAN POWER REQUIREMENT: as per the following

S. No.	Manpower description	Nos.
1	Security Guards in 3 shift	35
2	Security Supervisors	03 (One in each shift)

SI No	*Existing Security points	No. of Security Guards (without Gun)/supervisors (without Gun)

1	Main Gate	3
2	Reception	3
3	Sub-station (near Union Bank)	3
4	Proto type Gate	3
5	Saket Nagar	3
6	Guest House	3
7	CARS&GM	3
8	Old Main Gate-Fountain	03
9.	New Main Building Front area	03
10	New Main Building rear area	03
11	New Graphen center	03
12	Reception Desk	01

* The number of security personnel/points may change as per requirement.

** At least 50 % Guard to be deployed has to be ex-service men. (See ATC for details)

It is the responsibility of Service Provider to provide minimum nos. of manpower as per the schedule all the Security staff posted by the Service Provider shall be verified of their police records and other information's prior to posting at CSIR-AMPRI. The posted Security Staff shall not be having any relatives working in CSIR-AMPRI.

2. The required materials to be provided by Service provider at his own cost to the deployed Security manpower are as follow:

c) The Service Provider will have to provide two sets of uniforms mentioned below at his cost and other accessories as mentioned below as per approved color code each year including I Cards, Shoes, Cap, Belts whistle to all the workers & gum boots, rain coat (to whom required as per work allocation) of good quality, colour code, will be approved by the competent authority of CSIR- AMPRI, the dress includes full trousers, & shirt with full sleeves.

(a) **SUMMER DRESS:**

S. No.	Items	Quantity
1.	Shirt	02 Nos.
2.	Trouser	02 Nos.
3.	Shoe	1 pair
4.	Shocks	2 pair
5.	Pea Cap (For designated Supervisor Only)	1 No.
6.	Barret (For Guard and Supervisor)	1 for each
7.	Belt Leather	1 for each
8.	Line yard	1 for each
9.	Whistle	1 for each
10.	Shoulder Badge/Monogram of the Security agency	1 for each
11.	Stars (for Security Supervisor)	2 pair for each Supervisor

12.	Providing ceremonial uniform to the guards as and when required by the buyer	
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(b) . **WINTER SEASON :**

Jersey Woolen - 1 for each Guard/Supervisor

(c) **RAINY SEASON**

S. No.	Items	Quantity
1.	Gum Boot	1 pair for each
2.	Rain Coat/Umbrella	1 for each post-wise.

D. In addition to above sufficient number of cane stick and Torch to be provided to each Security Post.

E. **Biometric Attendance Machine:** The firm to whom the work will be awarded has to install Biometric machine for the daily attendance of all the security guards to be deployed at this institute.

Note: The bidder should take note of the above scope of work and items to be provided before quoting service charge since all the materials has to be provided by the bidder from his/own profit.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to

exemption provided to such sellers under GeM GTC.

3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---