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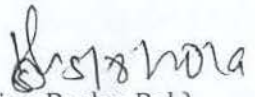
No.F.3.(5-1)/Proc/T&P/TSACS/2017-18 / 3087-93
Tripura State AIDS Control Society
Health & Family Welfare Department
Government of Tripura
Akhaura Road, Opp. Of IGM Hospital,

Dated, 25/8, 2019

Inviting EXPRESSION OF INTEREST

Sealed E.O.I. in two (2) bid system is hereby invited for engagement of Private Security Guards and Supervisor for Watch & Ward duties at Tripura State AIDS Control Society Office complex, A.K. Road, Akhaura Road, Opp. I.G.M. Hospital, Agartala for 2 (two) years which may be extended further based on performance. or till the project period which over is earlier.

Detailed terms and conditions, required number of security personal etc. may be collected from the office of the undersigned (from Proc. section) on any working day between 11 a.m. to 4 p.m.till 24th August, 2019 or can be down loaded the same from website, www.health.tripura.gov.in The last date of receiving EOI is up to 3-00 p.m. of 25th August, 2019 and will be opened on the next working day at 3 p.m. if possible.


(Dr. Sanjoy Rudra Pal)
I/c. Project Director
Tripura State AIDS Control Society

TERMS AND CONDITION

1. The EOI shall have to submitted in sealed cover addressed to the Project Director, Tripura State AIDS Control Society, Health & Family Welfare Department Govt. of Tripura Akhaura Road, Opp. IGM Hospital Agartala, Tripura (West) on or before 25th August, 2019.

* 2. On to left side of the envelope last date of submission should be mentioned. The EOI's are likely to be opened on the next working day at 3 p.m. if possible.. Quotationers or their representatives may remain present at the time of opening of quotations. No separate invitation will be given to the bidders.

3. The EOI should be submitted in 2 (Two) parts namely Technical part and Financial part in 2 (two) separate sealed envelopes indicating on the cover as to which one is the Technical part and which one is Financial part. The 2 (two) envelopes shall, thereafter, be placed inside a larger seal cover and the same may be submitted. The Technical part shall contain all details regarding the items offered, terms & condition and submission of documents etc. i.e. the Technical part shall contain everything except the rate offered. The Financial part shall contain only the rate offered by the suppliers/ agencies / person. While processing the EOI the Technical parts will be opened first and the eligible suppliers/ agencies/ person fulfilling all requirements will be short listed. Thereafter Financial part of only short listed suppliers /agencies / person will be opened.

4. The applicant Agency (bidder) should have a License, issued by the Home Department, Government of Tripura.

5. All the security personal shall maintain official decorum and abide by rules & regulations of office of the TSACS, Agartala.

6. The following **self attested** document should be submitted along with EOI-(i) **PAN card** (ii) **License from Labor Department** (iii) **License from Home Department**, Govt. of Tripura (iv) **ISO 9001-2015 on wards certificate** (v) **Copy of Trade License** (in case of local tenderer) (vi) **Up to date GST registration** (vii) **EPF Registration Certificate** along with up to date **challan copy**. (viii) **Up to date Service Tax Return** (ix) **Copy of ESIC** (x) **Income tax return of payment last 3 years.** (xi) **Working Experience: minimum of 3 years experience in this background** (public sector or private sector) with proof. Non Submission of any document as stated above **will lead to cancellation of EOI.**

7. The successful agency shall provide service within 15 (fifteen) days of issuing work order. The list and detail of Guards and Supervisor along with reserved personal who are likely to be engaged should be submitted.

8. No insurance charge is admissible.

9. The successful agency shall contain individual personal details, like name, address, Educational qualification, Nationality, age and service details in Armed Forces/CPMF/State Forces. The information furnished shall be supported by documentary evidence.

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10. The Guards/Supervisor shall wear distinguishable uniform and shall carry required accessories.

11. The Guards/Supervisor shall not be more than 45 years of age with identity documents. Age proof document of each Guards/Supervisor deployed has to be provided in advance along with list of such persons to the office of the undersigned as a successful bidder.

12. No claim for advance payment will be entertained. Payment will be made by Account Payee Cheque on bill basis every after one month. No enhancement of rates within the contract period of the shall be entertained.

13. The contract period shall be for 1 (one) year from the date of issue of Work Order initially which may be extended further based on performance, or till the project period which over is earlier.

14 The agency shall deploy security personal on all 365 days of a year in shift of 8 hours

15. Any kind of dispute or violence related to duty staff would not be entertained and should be replaced by new security person's by the agency immediately.

16. The agency shall offer rate in figure and words for the service as a package. The details list of deployment of Security Guard in the office of TSACS.

17. The undersigned reserves the right to discontinue the service of the Security Guards within 24 hours notice without assigning any reason.

18. The Authority reserves the right to accept or reject any quotation without assigning any reason, whatsoever. The EOI may be accepted or rejected either in part or the whole.

19. Tax/Charges should be mentioned clearly/ separately along with %. All taxes and charges will be deducted as per norms.

20. If, Guards/Supervisor are ever found to be intoxicated, Guards/Supervisor will be terminated with a single day notice.

21. The agency shall be responsible for conduct and performance of each personal deployed by it.

22. The successful bidder shall submit bill along with the certified Attendance Register to the office of the undersigned monthly.

23. EOI shall received only through Speed post /Registered / Courier service addressed to the Project Director Tripura State AIDS Control Society, opposite to IGM Hospital, A.K. Road Agartala West Tripura indicating EOI for **"Private Security Guards and Supervisor"**. The EOI received after the specified date and time will be rejected and the undersigned will not be liable for any delay on the part of postal /courier.

24. The interested agencies / person / owners shall have to provide E M D in the form of Bank Deposit AT- call/On Demand Pay/Call Deposit Receipt from any Nationalized Bank for amount of **Rs.9000/-** (Rupees Nine thousand) only in favor of Tripura State AIDS Control Society along with the Technical part only. (a) Earnest money of the un-successful bidders will be returned after the finalization of the EOI. (b) Earnest money of the successful bidder may be treated as security money up to the contract period.

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25. If the agency to whom the work order will be issued fails to materialize the work order within the stipulated period of time. the earnest money so deposit will be forfeited.

26. Any settlement of legal dispute would have to be made at Agartala jurisdiction.

27. The following Guards/Supervisor will be required as shown against each. The security personal may be increased or decreased depends upon the need of the society.

A

Sl.No	Name of the Institution	Required Security Guards/Supervisor	Quantity required	Wages in Rs. (As per norms of Labor Deptt. Govt. of Tripura)
01.	Tripura State AIDS Control Society, A.K. Road, Agartala.Tripura.	Head Security Guard or Security Supervisor	1 (one) no.	Rs.
02.	--- Do ---	Security Guard	3 (three) nos.	Rs.

B

Sl	Guards/ Supervisor	Basic Price (Rate/unit)	Applicable Taxes			Total price / unit (all inclusive)
			Tax /charge- A (--%)	Tax/charge - B (-----%)	Tax /charge - C (-----%)	
1	2	3	4	5	6	7=3+4+5+6
1						
2						


(Dr. Sanjoy Rudra Pal)

I/c. Project Director
Tripura State AIDS Control Society