



**Nagar Nigam Allahabad**  
**Website: <http://allahabadmc.gov.in/>**  
**e-Tender Notice**

e-Tenders (two bid system - technical & financial) are hereby invited through online website: <https://etender.up.nic.in> from eligible registered & experienced security agencies for providing watch & ward services for the f.y.2017-18 for location as per requirement of the Nagar Nigam Allahabad.

|   |   |  |
|---|---|--|
| 1 | Availability of Tender/Bid Document     | On U.P.Govt eTender Portal:<br><a href="https://etender.up.nic.in">https://etender.up.nic.in</a> from 20-03-2017   |
| 2 | Bid Document Fee/ Cost (Non Refundable) | D.D. of Rs.2000.00   |
| 3 | Bid Submission End Date                 | 28-03-2017 - 3.00 PM   |
| 4 | Bid Opening Date                        | 28-03-2017 – 4.00 PM   |
| 5 | Place of Bid Submission                 | eBids submitted online on eTender portal <a href="https://etender.up.nic.in">https://etender.up.nic.in</a> & originals will be submitted at office of Incharge Security, 1-S.N.Marg,Nagar Nigam Allahabad till 28-03-2017 - 3.00 PM. |
| 6 | Eligibility Criteria                    | Please refer to online tender notice with terms & Conditions.  |

  
(Sumit Kumar)  
Incharge Security

Sd/-  
(Shesh Mani Pandey)  
Municipal Commissioner



**Tender /Bid Document For Watch And Ward Service**

1. Last Date For Submission of Bids : 28 March, 2017 (03:00 P.M.)
2. Date of Opening of Technical Bids : 28 March, 2017 (04:00 P.M.)
3. Bids Opening Date : 28 March, 2017 (05:00 P.M.)
4. Price of Tender form: Rs.2000/- (Non refundable)

**Bid/Tender Document No. AN./500/Security/2016-17**

**Date of Issue :**

**Name of the Firm**

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**Important Notice:**

An incomplete offer and I or late bid liable to be ignored.

**Date:**

**Incharge Security  
Nagar Nigam Allahabad**

Firm Name:-.....

| Si .<br>no. | Eligibility criteria   | Yes | No |
|-------------|--|-----|----|
| 1           | The bidder may be a proprietary firm/partnership firm/limited company/corporate body legally constituted who posses Registration (under private security agencies (regulation)act-2005) etc, as per law valid at least up to jun 2015, from the date of the opening of tebder. |     |    |
| 2           | The tender shall have least 3 years experience of providing security services having successfully completed works of similer magnitude and duration(worth Rs.5 (five) crore or more per year )in last three years.   |     |    |
| 3           | The bidder should have its registered office in commercial ares (s) of allahabad   |     |    |
| 4           | The bidder must have at least have one contract running with local body (Nagar Nigam) establishment where ex-service men, have been deployed for which and ward service.   |     |    |
| 5           | The bidder shall have the following registration and the copy of the copy of the same will be attached with the technical bid:   |     |    |
|             | A EPF registration with copies of payment challans   |     |    |
|             | B ESI registration with copies of payment challans   |     |    |
|             | C Valid License, issued by regional labour commissioner.   |     |    |
|             | D ISO certificate.   |     |    |
|             | E Registration under private security agencies (Rgulation) act,2005 from U.P. Government.  |     |    |
|             | F Security Agency must have its own training infrastructure and document in support of same be attached with the tender document bwith N.C.V.T. approved.  |     |    |
|             | G All document/ copies of registration be attested by the tenders duly stamped.  |     |    |
| 6           | The company must be private or Ltd company.  |     |    |
| 7           | The company must disclosed minimum workshop services charge.   |     |    |



### Eligibility Criteria:

8. The Bidder may be a proprietary firm/partnership firm/Limited Company/Corporate body legally constituted who possesses registrations (under Private Security Agencies(Regulation) Act-2005) etc. as per law valid at least up to Jun 2015. from the date of the opening of tender.
9. The tenders shall have at least 3 years experience of providing Security having successfully completed works of similar magnitude and duration (worth Rs.5(five)Crore or more per year) in last three years.
10. The bidder should have its registered office in Commercial area(s) of Allahabad.
11. The bidder must have at least One contract running with local Body/Nagar nigam establishments where Ex-service men, have been deployed for watch and ward services.
12. The bidder shall have the following Registrations and the copy of the same will be attached with the Technical Bid:
  - a) EPF Registration with copies of payment challans.
  - b) ESI Registration with copies of payment challans.
  - c) Valid License, issued by Regional labour Commissioner.
  - d) ISO Certification.
  - e) Registration under Private Security Agencies (Regulation) Act, 2005 form U. P. Government.
  - f) Security Agency must have its own training infrastructure and document in support of same be attached with the tender documents.
  - g) All documents/copies of registration be attested by the tenderers duly stamped.
13. The Company must be Private or Ltd. Company.
14. The Company must be disclosed minimum workable Service Charge.
15. **Information and Condition Relating to Submission of Bid.**
  - (a) Tenders received late will not be entertained which may please be noted.



- (b) The amount quote by the bidder should be inclusive of all charges such as labour, Uniform, Badges, transportation and all kinds of statutory levies and in accordance with the provision of minimum wages Act-1948.
- (c) The tender forms are clearly filled in ink legibly.
- (d) Every page of the tender document should be signed by the tenderer duly stamped which shall mean the acceptance of the terms and conditions of providing watch and ward services.
- (e) No enquiry verbal or written shall be entertained in respect of acceptance/rejection of tender.
- (f) Tenderer must agree to provide continuous security services on the same terms and condition after the expiry of the contract for the interim period till the new security contract commences.
- (g) Nagar Ayukt, Nagar Nigam, Allahabad reserves the right to reject any or all tender documents without assigning any reason(s).

**16. Physical and personallty standard of the security guard will be as follow:**

- (a) Should wear clean & neat uniform.
- (b) Physically fit(not impaired sight & sound, physical Fitness Certificate to be produces in case of each guard, if asked for).
- (c) Height not less than 5'4".
- (d) Non smoker.
- (e) Non alcoholic.
- (f) Unarmed guards should be equipped with lathi & whistle.
- (g) The contractor shall deploy only those personnel whose antecedents have been verified by the police authorities/district sainik board/record offices of the defense service.

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17. Earnest Money Deposit (EMD) is to be given with the tender document. Tenders without EMD will be rejected. Tenders are required to submit EMD for an Amount of Rs.1,00,000/-(One Lac) only along with their tender. The EMD may be submitted in the form of an Account payee demand draft/fixed deposit receipt/ banker cheque or bank guarantee from any of public sector banks or a private sector bank or a private sector bank authorized to conduct government business as per form DPM-16 (Available in ministry of defence website). EMD is to remain valid for a period of forty five days beyond the date opening of the price bid. EMD of the unsuccessful tenders will be returned to them within 30 days after the award of the contract. The EMD of the successful to successful bidder would be converted into performance security. The EMD will be forfeited if the tenders withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their. EMD should be in favour of 'Finance Office, Nagar Nigam, Allahabad' and same may be enclosed along with the "Technical bid"

Date.....



Incharge security

Nagar Nigam  
Allahabad

## SCHEDULE OF SERVICE

18. Scope of work (Services to be provided)

- (a) To ensure Security and safety of premises, building, amenity, vehicles, store, fencing, electrical and water fittings, furniture, arboricultural assets, etc.
- (b) To prevent encroachment on government land, institutional amenity, building etc.
- (c) To ensure clearance of stray dogs, animals that destroy arboricultural assets etc. of the site (s) of deployment.
- (d) To ensure prevention of trespassing of unauthorized person into site (s) of under security cover. If such incidents, take place the culprits to be apprehended and arrangements to be made to hand them over to the civil police.
- (e) Security gaurds will perform the round the clock in shift manner. A single duty shift will have normal duration of 8 hours. In case of any compelling reason, if the duty shift is to be extended, the same shall not be resorted to by the contractor without the prior consent of the authorized officer of Nagar Nigam Allahabad.

19. Duty hours:

- (a) To shift 06.00 to 14.00
- (b) 2<sup>nd</sup> shift 14.00 to 22.00
- (c) 3<sup>rd</sup> shift 22.00 to 06.00

(Duty hours may however be changed by the authorized officer of Nagar Nigam Allahabad).



