

25/11/21
Government of West Bengal
Office of the District Magistrate, Purulia
P&RD Section, Purulia

NIT No. 05/STARPARD/2021 - 22 dt- / 11/2021

Sealed tenders are hereby invited from the intending bonafide reputed agencies for engagement of Six (6) Armed Security Guard for the District Panchayat Training and Resource Centre –I, Zilla Parishad Complex, Purulia, Pin-723101 and District Panchayat Training and Resource Centre –II, DRDC Campus, Opposite to DM Building, P.O. & Dist. – Purulia, 723101 for round-o-clock duty.

The interested Security agencies may apply with their own letter heads and monthly rate including all taxes should be quoted for this purpose.

1. Tenders are to be dropped into a Box kept in the office chamber of DPRDO, Purulia from **25.11.2021 to 15.12.2021 up to 2.00 P.M. Date of opening of Tender on 15.12.2021 at 02.30 P.M. at the Office Chamber of the undersigned.** The Agencies or their authorized representatives may remain present at the time of such opening.
2. The undersigned reserves the right of accept or reject any or all the Tenders without assigning any reasons whatsoever.
3. Rate should be quoted both in figures and words including all taxes.

The bidders should submit the copies of following papers duly attested by competent authority:


- A. PAN/TAN (as applicable)
- B. GST valid with up to date return(Certificate of GST to be attached)
- C. Up-to-date Professional Tax Return & Professional Tax Registration Certificate.
- D. Up-to-date Income Tax Return
- E. Trade License up to date.
- F. Credential Certificate for work in similar nature.
- G. Firm Registration Number
- H. All taxes will be deducted as per existing norms.

Terms and Conditions:

1. The payment will be made through RTGS /NEFT at the end of every month with a satisfactory service of the Security Guard. No claim whatsoever for delaying payment, if any will be entertained.
2. During Scrutiny if it comes to notice to the tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
3. In case of any accident to the personnel employed by the agency during the working time, the agency alone is liable to pay workmen's compensation and any other statutory dues or payments. The DPTRCs is not liable for any payment, thereof.
4. The Proprietor of the Agency or their authorized representative(s) shall visit the Security office/officials twice in a month to review of the Security System.
5. The security personnel working in the DPTRCs shall cover the area earmarked by the administration for patrolling.
6. The security personnel at the DPTRCs shall check and ensure that all the Sections/Units/Buildings are properly locked after the office hours.
7. If any theft or loss of property is reported at DPTRCs Campus due to the negligence or improper action or any trespass of unauthorized persons, the security agency shall be responsible and the DPTRCs shall have the right to recover damages from the payment of the security Personnel.
8. The agency should deploy energetic and trained security personnel preferably ex-army/ para military personnel between the age group of 20-45 yrs.
9. The security guards should not develop any relationship with the DPTRC staff.
10. If the services are not satisfactory, the Authority has every right to cancel the contract at any time, by giving one month's notice.
11. The Security Personnel shall have licensed arm and valid throughout Purulia District.
12. The rates accepted shall include expenditure towards uniform, seasonal clothing, rain coats and the essential items like lathis, torch with batteries, whistle, cycle etc. The batteries for the torch shall be replaced at regular intervals by the agency to keep the torch functional and effective. The agency has to ensure cleanliness of the uniforms of the security personnel.

13. Conditional bids shall not be accepted.
14. Initial engagement will be continued for one year if all terms and conditions are fulfilled and renewal may be done subject to satisfactory services.
15. The agency should provide the names, addresses, and photographs of the security guards deployed in the DPTRCs. Any security guard found without wearing I.D. cards shall be treated as absent and shall not be allowed in the campus.

The authority reserves the right to cancel the NIT due to unavoidable Circumstance and for that no claim will be entertained.


Additional District Magistrate (Gen.),
Purulia

Memo No. 1843 /1 (31)/GP
Copy forwarded for information to:

Date: 24 /11/2021

1. The Addl. Executive Officer, Purulia Zilla Parishad , Purulia with a request kindly to arrange to display this notice through his/her office notice board.
- 2-5. The Sub-Divisional Officer, Sadar/ Raghunathpur/ Jhalda/ Manbazar Sub-Division, Purulia with a request kindly to arrange to display this notice.
6. The DP&RDO, Purulia with a request kindly to arrange to display this notice through his office notice board.
7. The DIO, NIC is requested to upload the tender notice in the official website of Purulia District.
- 8-27. The Block Development Officer, Purulia with a request kindly to arrange to display this notice through his/her office notice board.
28. The Establishment Section, Purulia with an instruction to display the notice at the Office Notice Board.
29. CA to the District Magistrate, Purulia.
30. CA to the Additional District Magistrate (Gen)/ADM(Dev.)/ADM&AEO(ZP), Purulia
31. Office Notice Board.


Additional District Magistrate (Gen.),
Purulia

