



G.B. Pant National Institute of Himalayan Environment & Sustainable Development
(Formerly Known as G.B. Pant Institute of Himalayan Environment & Development)
Kosi-Katarmal, Almora

Tender Notice No.: GBPNIHESD/SECURITY SERVICES/19-20/2020/16

E-Tenders are invited on behalf of the Director, Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Kosi- Katarmal Almora for contract of **security services at following Locations of GBPNIHESD** for the year 2020:-

Sr. No.	Location	Number of Guards	No of Gunmen	Supervisors
1.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Kosi-Katarmal Almora	14	03	01
2.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Upper Bhaktiyana, Srinagar, Garhwal, Uttarakhand	03	--	--
3.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Mohal - Kullu, Himachal Pradesh	03	--	--
4.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Gangtok, Pangthang, Sikkim.	06	01	01

The tender document may be downloaded on payment of Rs. 500/- + GST @ 18 % (i.e. Rs. 590/- through D.D in favor of Director, G.B. Pant National Institute of Himalayan Environment & Sustainable Development, Kosi-Katarmal, Almora. The tenderer will have to deposit an earnest money of Rs. 50,000.00 only in shape of D.D./pay order in favour of Director, GBPNIHESD, Kosi-Katarmal, Almora. The Institute reserves the right to accept or reject any part of tender without assigning any reason whatsoever. The decision of the Competent Authority of the Institute shall be final and binding to all parties.

The offers, in the prescribed format, shall be submitted online at <https://moefcc.euniwizarde.com/> as per the tender document. No tender will be accepted in hard copy, fax, e-mail or any other such means. The intending, bidders must be registered with Public Procurement <https://moefcc.euniwizarde.com/> the tender document is also available on website: <https://moefcc.euniwizarde.com/> and CPP Portal <https://eprocure/gov.in/epublish/app>

a.	Availability of tender document on CPP portal/ website : https://moefcc.euniwizarde.com/	XXXXXXXXXX
b.	Request Tender Document from date and time	15.01.2020 at 17.00 Hrs.
c.	Request Tender documents till date and time	06.02.2020 at 14.30 Hrs.
d.	Technical bid online submission end date.	06.02.2020 at 15.00 Hrs.
e.	Date and time for opening online Technical bids	07.02.2020 at 15.00 Hrs.
f.	Financial bid online submission end date and time	06.02.2020 at 15.00 Hrs.
g.	Date and time for opening online financial bids	07.02.2020 at 15.30 Hrs.
h.	Validity of tenders.	One year
i.	Estimated Value of the Contract	XXXXXXXXXX

The schedule of activity is as follows:

SN	Activity/Item Description	Time Schedule
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1	Tender No.	<u>GBPNIHESD/SECURITY SERVICES/19-20/2020/16</u>
2	Request tender document from date and time	15.01.2020 at 17.00 Hrs.
3	Request tender document till date and time	06.02.2020 at 14.30 Hrs.
4	Technical bid online submission end date.	06.02.2020 at 15.00 Hrs.
5	Date and time for opening online Technical bids	07.02.2020 at 15.00 Hrs.
6	Financial bid online submission end date and time	06.02.2020 at 15.00 Hrs.
7	Date and time for opening online financial bid	07.02.2020 at 15.00 Hrs.
8	Amount of EMD to be deposited	Rs. 50,000/- only in shape of D.D./pay order in favor of Drawing & Disbursing officer G.B. Pant Institute of Himalayan Environment & Development payable at any nationalized bank in Almora
9	e-Tender Processing Fee	<u>Rs.3000/- (excluding GST @18%)</u> Nonrefundable shall be paid through e-payment gateway In favor of ITI limited.
10	Tender document cost	Rs.590 (Inclusive of GST@18%) only in shape of D.D. in favor of G.B. Pant Institute of Himalayan Environment & Development, Kosi-Katarmal, Almora payable at any Bank in Almora
11	ITI Helpdesk Contact Detail	Mr. Amrendra Kumar: 9355030628 Helpdesk No.(10:00 to 18:00 Hrs.):011-49606060



**G.B. Pant National Institute of Himalayan Environment & Sustainable Development
(Formerly Known as G.B. Pant Institute of Himalayan Environment & Development)
Kosi Katarmal Almora-263643 Uttarakhand**

Tender Notice No.: GBPNIHESD/SECURITY SERVICES/19-20/2020/16

Note: All communications must be addressed to The Director, GBPNIHESD, Kosi katarmal Almora-263643 marked as kind Attention: Administrative Officer.

INVITATION FOR TENDER AND INSTRUCTIONS CONTAINING TERMS AND CONDITIONS GOVERNING SECURITY SERVICES AT GOVIND BALLABH PANT NATIONAL INSTITUTE OF HIMALAYAN ENVIRONMENT & SUSTAINABLE DEVELOPMENT, KOSI-KATARMAL, ALMORA, AND ITS THREE REGIONAL CENTERS.

E-tenders are hereby invited on behalf of The Director, Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Kosi Katarmal Almora Uttarakhand for contract of security services at following locations :-

Sr. No.	Location	Number of Guards	No of Gunmen	Supervisors
1.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Kosi-Katarmal Almora	14	03	01
2.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Upper Bhaktiyana, Srinagar, Garhwal, Uttarakhand	03	--	--
3.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Mohal - Kullu, Himachal Pradesh	03	--	--
4.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Gangtok, Pangthang, Sikkim.	06	01	01

2. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and the special terms and conditions are detailed in the tenders forms and its schedules. Please submit your rates in the tenders form separately for SECURITY SERVICES if you are in a position to furnish the requisite services in accordance with the requirements stated in the attached schedules.

3. An earnest money of Rs 50,000.00 for Security Services must be deposited separately in the form of Demand Draft/Pay Order payable to The Director, GBPNIHESD, Kosi Katarmal Almora. The particulars of the earnest money deposited must also be superscribed on the top of the envelope by indicating the Draft/Pay order Number and date, failing which the tender will not be opened. The tenders will not be considered if earnest money is not deposited with the tender.

4. The tenderer is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the Institute. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the Institute.

5. The Schedules of the tenders form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the tenderer. In such cases reference to the additional pages must be made in the tenders form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter alongwith the tender. Overwriting/erasing in rates to be quoted by the tenderer will not be allowed otherwise the tenders may be rejected.

6. The tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity or (i) a sole proprietor

of the firms or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney of (iii) constituted attorney of the firm if it is a company.

7. If tenderer does not accept the offer, after issue of letter of award by Institute within 15 days, the offer made shall be deemed to be withdrawn without any notice & earnest money forfeited.
8. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tender and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other and if, on enquiry it appears that the persons so signing had no authority to do so, the Institute shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all cost and damages. Each page of the tenders and schedules to the tenders and annexure, if any, should be signed by the tenderer.
9. The rates quoted by each firm for security service in tenders be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders. The name and address of the representative who would be attending the opening of the tenders on tenderer's behalf should be indicated in the tenders. Name and address of permanent representative, of the tenderer if any, may also be indicated.
10. The Institute is not bound to accept the lowest or any other tenders and also reserve to itself the right of accepting the tenders in whole or in part. You are however at liberty to Tenders for the whole or any portion or to state in the tenders that the rates quoted shall apply only if the tenders are considered fully. Other conditional Tenders will not be accepted.
11. An amount of Rs. 2.00 lakhs as a security deposit for the contract is to be deposited separately by the selected agency/successful tender only after receiving a communication from the Institute. In the event of non-deposition of the same, the earnest money will be forfeited.
12. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.
13. GST/ Service Tax or any other tax applicable or made applicable after awarding the contract in respect of this contract shall be payable by contractor and Institute will not entertain any claim whatsoever in this respect. However the service taxes or any other tax which is as per the rules of the Govt., shall be deducted at source from monthly bills of the successful tenderer, as per rules/instructions made applicable from time to time by Government.
14. Director, GBPNIHESD reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, not mandatory to be communicated to the tenderer.
15. Decision of Director, GBPNIHESD shall be final for any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Director, GBPNIHESD. The decision of the sole Arbitrator so appointed shall be final and binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act. 1996.
16. Acceptance by the Institute will be communicated by Fax/Email, Speed Post or any other form of communication. Formal Letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the Fax/Email/Speed Post etc. should be acted upon immediately.
17. The following documents/vouchers are required to be enclosed with the tenders form which are the terms and conditions of the tender's document:-

- a) Registration Certificate of the firm under the work contract of the Central Government/State Government.
- b) Minimum turnover of the firm not less than Rs. 25.00 lakhs during the last financial year.
- c) Last three years continuous experience of the firm in the field of providing such services in Central Govt. establishments/Autonomous bodies. of Govt. of India/Corporations of Govt. of India/reputed public or private organizations provide the details in enclosed tabular form.
- d) Certified Balance Sheet of the firm for last year of the service contract by the chartered accountant.
- e) Duly certified copies of the satisfactory services where the Tenderer is providing the services for the last three years.
- f) Employee EPF/ESI registration certificate issued by local govt. etc.
- g) The contractor/agency must have a registration with the Contract Labour (Regulation and Abolition) Act, 1970. The contractor shall obtain the labour license under this Act.
- h) Nos. of staff/supervisors registered under ESI & EPF separately. Minimum 18 Nos. (Staff/Supervisors) required with their ESI & EPF contributions. Documentary proof of vouchers to be required and may be attached.
- i) GST/ Service Tax registration certificate issued by Govt. etc.
- j) Successful Tenderer will have to enter into a detailed contract agreement with GBPNIHESD on non-judicial stamp paper of Rs. 100.00 (Rupees One Hundred Only) for each work.
- k) Only those firms will be considered for financial bid who will qualify in the technical bid.

Administrative Officer
GBPNIHESD, Kosi-Katarmal, Almora

TENDERS FOR THE CONTRACT FOR JOB WORK/SERVICE CONTRACT OR SECURITY SERVICE

Full Name & Address of the Tenderer in addition :
to Post Box No., if any, should be quoted in all
communications to this office

Telephone No. :
Telegraphic Address/FAX/Cellular No. :
E-mail address :

From _____

To
Director GBPNIHESD,
Kosi-Katarmal Almora.

I/We have read all the particulars regarding the General information and other terms and conditions of the contract for SECURITY SERVICE and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in Schedule-I to this Tender and I/we agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.

2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to and form a part of this Tender _____ The Schedules-I &II to accompany this Tender are at pages _____.
4. Every page so attached with this Tender bears my signature and the office seal.
5. Pay order/DD No. _____ of Rs. _____ drawn in favour of the Director, GBPNIHESD, Kosi-Katarmal Almora and payable at Almora is enclosed as earnest money required.

Yours faithfully,

Witness _____
Address _____
Occupation _____

Signature & Seal of the Tenderer
Telephone No. Office

Resi.
Mobile

Signature witness to contractor's signature
Address:
Name & Signature of Witness:
Address:

1. Name of the Firm/Agency
2. Full address with Post Box No. and Telephone No. if any
3. Constitution of the Firm/Agency (Attached copy) Indian Companies Act, 1956 Indian Partnership Act, 1932 (Please give names of partners) Any other Act, if not, the owners
4. For Partnership firms whether registered under the Indian Partnership Act, 1932, Please state further whether by the partnership agreement to arbitration has been conferred on the partner who has signed the Tender.
 - i) If answer to the above is negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the Tenders to refer dispute condemning business of the partnership to arbitration.
 - ii) If the answer to above is in point one and two the affirmative please furnish a copy of either the partnership agreement or the general power of attorney as the case may be. The copy should be attested by a Notary Public or its execution would be admitted by affidavit on a properly stamped paper by all partner
5. Name and full address of your Banker's
6. Your permanent Income Tax No./Circle/ ward
7. Any other relevant information

PART-II

8. Earnest Money Deposited: Yes/No.

PART-III

9. Name and Address of the firm's representative and whether the firm would be representing at the opening of the Tendres

10. Name of the Permanent Representative to visit GBPNIHESD, (H.P. Unit) Mohal, Kullu, Himachal Pradesh regarding the contract,

Name of the Permanent Representative to visit
11. Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Upper Bhaktiyana, Srinagar, Garhwal, Uttarakhand

12. Name of the Permanent Representative to visit Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Kosi- Katarmal Almora .

Details of the Minimum 3 years experience/work done

Sl. No.	Name of the Department/ Organization & name of contact person with Ph. No.	Period		No. of staff deployed	Remarks
		From	To		

(Authorized Signatory)

Date : _____

Place: _____

AUTHORISED SIGNATORY

Please add supplementary pages to be numbered wherever needed by the Tenderer.

GENERAL INFORMATION & OTHER TERMS & CONDITIONS OF THE CONTRACT FOR PROVIDING SECURITY SERVICES G.B.PANT NATIONAL INSTITUTE OF HIMALAYAN ENVIRONMENT & SUSTAINABLE DEVELOPMENT, KOSI-KATARMAL, ALMORA (UTTARAKHAND).

Scope of Service:

Security Services Contract for supply of Ex-servicemen/Trained Personnel only as per the details given below for the year 2020:-				
Sr. No.	Location	Number of Guards	No of Gunmen	Supervisors
1.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Kosi- Katarmal Almora	14	03	01
2.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Upper Bhaktiyana, Srinagar, Garhwal, Uttarakhand	03	--	--
3.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Mohal -Kullu, Himachal Pradesh	03	--	--
4.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Gangtok, Pangthang, Sikkim.	06	01	01

Terms & Conditions:

1. The supporting/allied services staff should follow strict attendance and alternative arrangements are to be made by the agency whenever anyone of staff/supervisor is to go on leave under intimation to this office.
2. Changing of Staff/Supervisor should be intimated to the Director/Admn. Officer, GBPNIHESD, Kosi-Katarmal Almora/ Head of respective Regional Center of GBPNIHESD, as the case may be.
3. The Director, reserves the right to reject any or all quotations in whole or in part without assigning any reason therefore. The decision of Director, GBPNIHESD, Kosi-Katarmal Almora shall be final and binding on the Contractor/Agency in respect of clause covered under the contract.
4. The staff provided should also maintain secrecy and discipline in the premises of Institute.
5. The staff provided should be capable of reading and writing Hindi and English with a minimum qualification of Middle Standard.
6. The contractor shall keep a complaint register with his supervisor, and it shall be open to verification by the authorized officer of GBPNIHESD, at respective places for the purpose. All complaints should be immediately attended to by the Agency.
7. Uniform with colour specifications and pattern approved by GBPNIHESD, should be supplied by the contractor to the workers at his own cost and it should be ensured that the working staff etc., are in proper uniform while on duty.
8. The agreement is terminable with one month notice on either Side.
9. The contractor shall not sublet the work without prior written permission of the Director GBPNIHESD.
10. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which the contract is awarded.
11. The persons so provided by the agency under this contract will not be the employee of the Institute and there will be no employer-employee relationship between the Institute and the person so engaged by the contractor in the aforesaid service.
12. After physical inspection of the site, a very detailed assessment/requirements of personnel for providing security/allied services at GBPNIHESD, Kosi Katarmal Almora and at Regional Center at Mohal,

Kullu, Himachal Pradesh and at Regional Center at Upper Bhaktiyana, Srinagar Garhwal Uttarakhand. shall have to be furnished alongwith the Tender. However, the Tenders should indicate only the lump-sum amount in respect of all the services covered under this contract and that rates should not be proposed on the basis of manpower to be deployed under the contract. No request for alteration in the rates once quoted will be permitted within one year.

13. The contractor will discharge all his legal obligations in respect of the workers/supervisors to be employed/deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the Institute from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of the Director, GBPNIHESD, Kosi-Katarmal Almora shall be final and binding on the contractor.
14. Income Tax will be deducted from the payments due for the work done as per rule.
15. They should not leave their points unless and until the reliever comes for shift duties, supervisor will maintain all the registers, which are kept at concerned Section.
16. The Contractor must employ adult labour only. Employment of child labour may lead to the termination of the contract.
17. The contract is subject to the condition that the tenderer will comply with all the laws and acts of Central Govt., State Govt. relating to this contract made applicable from time to time.
18. **Risk Clause:** Institute reserves the right to discontinue the service at any time, If the services are found unsatisfactory by giving a show-cause to be replied within a week and also has the right to award the contract to any other agency at the risk and cost of current agency and excess expenditure incurred on account of this can be recovered from the bills or by rising a separate claim.

Liquidated Damages Clause:-

1. An amount equivalent to two days of contract amount subject to minimum of Rs. 500/will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark in any section. It will be brought to the notice of the supervisory staff of the form by Institute and if no action is taken within one hour liquidated damages clause will be invoked.
2. Any misconduct/misbehavior on the part of the manpower deployed by the agency will not be tolerated and such person (s) will have to be replaced immediately.

19. The Tenderer (First party) will provide security arrangement as per details given below for the year 2020:-

Sr. No.	Location	Number of Guards	No of Gunmen	Supervisors
1.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Kosi- Katarmal Almora	14	03	01
2.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Upper Bhaktiyana, Srinagar, Garhwal, Uttarakhand	03	--	--
3.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Mohal -Kullu, Himachal Pradesh	03	--	--
4.	Govind Ballabh Pant National Institute of Himalayan Environment & Sustainable Development, Gangtok, Pangthang, Sikkim.	06	01	01

20. The Tenderer (First party) will undertake to provide armed guards, unarmed guards and Supervisors to second party. Strength will be mutually determined and could be increased/decreased after mutual consultation. However, in case of difference, the decision of the second party will be final. First party will be directly responsible for their payment of salaries, discipline and work. The second party will be responsible to pay for security charges.
21. That Institute (second party) will not be responsible for payment and enforcement of ESI and other labour laws which shall be complied with by the first party.
22. That the Institute (second party) shall have no right to employ directly or indirectly any personnel not introduced by the first party during the period of agreement only.
23. That in case of negligence, connivance or direct involvement of any personnel deployed by the first party for security and safety to the property of second party, has committed any theft, pilferage, misappropriation, bungling of building/property/stocks or any other loss to the property G.B. Pant National Institute of Himalayan Environment & Sustainable Development, the first party will be responsible and liable to compensate the losses as evaluated by the G.B. Pant National Institute of Himalayan Environment & Sustainable Development and office of the Firm after proper joint enquiry. The decision of the Director, G.B. Pant National Institute of Himalayan Environment & Sustainable Development, Kosi-Katarmal Almora shall be final and binding on first party.
24. That no monetary advance or concession which requires reimbursement by the first party should be made by the second party to its staff/security guards. The first party will not accept any responsibility for any financial transaction directly with its staff which may take place without written consent.
25. That the security personnel supplied to second party will be entitled for weekly rest, which shall be provided by the first party without causing any security lapses/problem at the place of duty to the second party.
26. That the payment of bills of first party towards supply of security personnel will be made within a week time from the date of presentation through account payee Drafts/Cheques to the first party. The bills will be prepared on the basis of attendance certified by Incharge concern of G.B. Pant National Institute of Himalayan Environment & Sustainable Development.
27. That the first party will be responsible for uniform, bonus and other fringe allowance to security guards (SGs) and also abide to its rules and regulations, acts, etc. as applicable to its employees. Functional facilities like torch, lights, lathis, etc., for SGs where required will be provided by the first party. Cells for torches will be provided by the second party. If the functional facilities, i.e., torch, etc. are not made available to the SGs by the 1st party on time, the 2nd party will provide that to the SGs and will deduct the expenditure incurred from the payment to be made to the 1st party for that month.
28. That the security personnel provided by the 1st party will verify the loading/unloading/coming/going of motor vehicles, personnel and they will be holding the charge of main gate and maintain records of incoming and outgoing stocks besides the records maintained by the staff of the G.B. Pant Institute of Himalayan Environment & Development. The charges of the entire G.B. Pant Institute stock/buildings in open, covered, dead stocks articles will be taken by the security personnel in each shift in a separate register.
29. That the authorized persons of the second party i.e. the principal employer shall have the powers to issue necessary instructions concerning duty, discipline, decorum, work performance safety, etc., to the security personnel or to the employer for execution by its security personnel and the security persons shall comply with all the instructions prevalent or issued from time to time.

30. That security personnel provided by the 1st party will guard the premises of the G.B. Pant National Institute of Himalayan Environment & Sustainable Development to the best of their ability. That the security personnel will help to deal with the anti-social elements, bad characters and will also provide protection to G.B. Pant National Institute of Himalayan Environment & Sustainable Development staff while on duty. The best of area to be made over for protection by each individual or group shall be such as can be protected successfully by a person or group of the same status doing his/their work honestly and efficiently and in the circumstances prevailing or likely to prevail. The second party will carryout essential improvement in physical and procedural security in the interest of successful protection and efficient performance of duty by the guards, namely adequate lighting, perimeter wall or fencing, issue of identity cards, printing machine numbered gate passes, etc. However, for such improvement, the first party will inform the second party so that unavoidable improvements may be carried out.
31. That all the fire fighting equipments in the G.B. Pant National Institute of Himalayan Environment & Sustainable Development will remain under the charge of security personnel for use and maintenance.
32. That in the case of any police, security or departmental watch and ward organization:
- (a) We, the first party, will be not responsible for failure of our service in case of
- (i) Riot/war/natural calamities.
 - (ii) Non-implementation of advice and recommendations about essential improvement in security or plugging or existing, security loopholes.
 - (iii) Mischief surreptitiously committed by the outside element from outside i.e. without criminally trespassing into the premises guarded, thus rendering our security work ineffective.
 - (iv) Sabotage.
33. That the first party has the authority to authorize the armed security personnel provided by it to resort to use of fire arms on miscreants only during their duty period avoiding complications of law and in such cases FIR should be lodged by the concerned security personnel of first party with local police immediately. Ammunition so used will be reimbursed to first party on verification by IInd party. However, the IInd party will not be responsible for any action for use of Fire-Arm by the personnel of the 1st party in any manner and for what so ever reasons. Other than firing, if a FIR should be lodged against a miscreant, it shall be done by the concerned security personnel in consultation with the 1st party. The IInd party may provide all necessary help and advice.
34. That if the IInd party considers on sound and valid grounds that the replacement of a particular security personnel supplied by the 1st party is essential, this will be done by the 1st party on receipt of written request from the IInd party.
35. That the second party will not be responsible in any respect with regard to service rules, salaries, act, conducts of the personnel provided by the first party. The 1st party will be the employer of the security personnel and IInd party will have no concern what-so-ever in respect of their service.
36. That the security personnel provided by the 1st party shall have no lien or claim in any manner or shape on G.B. Pant National Institute of Himalayan Environment & Sustainable Development after their cessation of service by the IInd party, or during service in case the security personnel resort to litigation in any court for any cause their original employer, i.e., the first party will be solely responsible towards verdict/satisfaction of the decree of the court at its own cost. The first party is liable for damage, if any of its employees files any claim or suit or any such proceedings against IInd party and IInd party is entitled to deduct the same from the pending of future bills of the 1st party.
37. That the security personnel of 1st party will not take part in any activities of G.B. Pant National Institute of Himalayan Environment & Sustainable Development employees' union, association if any. They shall show good behaviour to G.B. Pant National Institute of Himalayan Environment & Sustainable Development employees as well as visitors.

38. That the first party shall neither deploy any person other than ex-servicemen nor sub-let the contract to any party. **Only trained ex-servicemen of 60 years of age or below will be deployed by the first party whose status will not be lesser than semi-skilled worker in terms of Labour Laws. The age of ex-servicemen to be deployed by the first party should not be more than 60 years as on 01.01.2020.** The first party will have to follow the said condition strictly. The character/antecedent verification of security personnel so engaged will be carried out by the 1st party before their actual engagement and each security guard will be provided with an identity card by the 1st party which will have to be shown by them on demand by any of the officers or staff of the 11nd party.
39. That the substitute/replacement for a security person shall be of that cadre only. The substitute/replacement will also present his credential before the authorized/concerned official /staff of G.B. Pant National Institute of Himalayan Environment & Sustainable Development before joining his duty.
40. That if during, the tenure of contract any injury is caused to any of the security guards the first party will be solely responsible for giving necessary compensation to the said security guard as may be required under the existing rules and regulations of the State/Central Govt. and the such injured guard shall have no right to demand any damages/compensation from the second party.
41. That the agreement will be for a period of one year extendable on mutual agreement. The agreement can be terminated by either party after serving one month's notice. If the period of contract is not formally extended in time but the services continue, it will be presumed that the contract has continued to be enforce on the terms and conditions agreed to by the parties and will be deemed to be renewed for further on month to month basis.
42. That the first party will be entirely responsible to make liable the required number of security guards as may be assessed/requisitioned by the 11nd party or its agent on the spot on such day and in case of absence of any security guard from duty a substitute will be provided by the 1st party at its own cost.
43. That the 1st party will also provide on demand from the 11nd party the job experience, expertise in the task of security know how with necessary documentary proof to the entire satisfaction of 11nd party.
44. That the 1st party will ensure that the security person engaged by it are well disciplined and report on duty always properly dressed which will be provided by it (first party).
45. That the first party will be entirely responsible for implementation/abiding by the rules/regulations enforce from time to time notwithstanding the provisions made in aforesaid paras.
46. That the 1st party will be responsible for developing the instructions/recruitments of staff as per requirement of the 11nd party. However, the 11nd party will not be responsible for any compensation or expenditure in any manner for such work, and in case of determination of the control on expiry of the period of contract or termination of contract during its currency for breach of contract or its terms and conditions.
47. That the first party will be the sole employer under the relevant Labour Laws framed by the Central/State Govt. in relation to engagement of personnel and for their payment of salary/wages etc. as per rules and the 11nd party will not be responsible in any manner under any law for any compensation/damages or for payment of wages etc.
48. It would be mandatory for the first party that security staff and Security Supervisor will be changed **once in a period of two years.**
49. No verbal instructions/request (except from the Director/Chairman, Security Committee of the Institute) should be entertained by the first party.
50. Non-fulfillment/violation of any of the terms and conditions of the agreement by the first party will be liable for termination of the agreement for which first party will be solely responsible.

51. First party will provide the details i.e. names of Security guards & Supervisors, their address, date of birth & attested photograph at the time of signing of contract to 11nd party and first party will intimate about any change of above information to the 11nd party.



G.B. Pant National Institute of Himalayan Environment & Sustainable Development
(Formerly Known as G.B. Pant Institute of Himalayan Environment & Development)
Kosi -Katarmal Almora Uttarakhand

AREA TO BE COVERED BY SECURITY AGENCY UNDER JOB CONTRACT GBPNIHESD,

1.	The security agency will be responsible for round the clock watch & ward services of the area/security points assigned to them in 03 shifts running from 9.00 am to 5.00 pm, 5.00 pm to 1.00 pm and 1.00 pm to 9.00 am. Or as decided by the Institute.
2.	<p>Presently the following security points are to be covered by the security agency.</p> <p>A) Entire Campus of G.B. Pant National Institute of Himalayan Environment & Sustainable Development Kosi-Katarmal Almora.</p> <p>B) Entire Campus of G.B. Pant National Institute of Himalayan Environment & Sustainable Development Mohal, Kullu, Himachal Pradesh.</p> <p>C) Entire Campus of G.B. Pant National Institute of Himalayan Environment & Sustainable Development Upper Bhaktiyana, Srinagar Garhwal Uttarakhand.</p> <p>D) Entire Campus of G.B. Pant National Institute of Himalayan Environment & Sustainable Development Gangtok, Pangthang, Sikkim.</p>
3.	<p>Duties of Guards.</p> <p>i) Security guards posted at the main gates will screen the visitors and will allow entry only after ascertaining the identity and purpose of the visit.</p> <p>ii) The material and goods will be allowed to take out side the Institute only after verifying the gate pass issued by the Authorized person of G.B. Pant National Institute of Himalayan Environment & Sustainable Development.</p> <p>Note:-</p> <ul style="list-style-type: none">• Round the clock intensive patrolling around the security area is Mandatory.• The watch and ward will be for all the 07 days of the week.• The duties will be subjected to change as per the requirement of the Institute.

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the e-tender Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-tender Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-tender Portal.

More information useful for submitting online bids on the e-tender Portal may be obtained at: <https://moefcc.euniwizarde.com/>

REGISTRATION

1. Bidders are required to enroll on the e-Procurement Portal (URL: <https://moefcc.euniwizarde.com/>) with clicking on the link "Online bidder Registration" on the e-tender Portal by paying the Registration fee of Rs. 2360/- per year charge.
2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their use ID/password and the password of the DSC / e-Token.
7. The scanned copies of all original documents should be uploaded on portal.

SEARCHING FOR TENDER DOCUMENTS

There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Item/work id, Title, Date, etc.

Once the bidders had selected the tenders in which they are interested, bidder can pay the processing fee Rs.3000/- excluding GST@18%(NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee, tenders will be moved to the respective "Register" Tab. This would enable the e-tender Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tender document.

Please feel free to contact ITI Helpdesk (as given below) for any query related to e-tendering.

1. Helpdesk landline No: 011-49606060
2. Mr. Amrendra Kumar (90155315108)

