

Email:bphmch@gmail.com

Phone/Fax No.= 0680-2222539

BIJU PATTNAIK HOMOEOPATHIC MEDICAL COLLEGE AND HOSPITAL, BRAHMAPUR (GANJAM)

No **798** BPHMC&H/2018

Date **29.6.2018**

**TENDER CALL NOTICE FOR PROVIDING MANPOWER
(Security Guards on out sourcing basis)**

Sealed tenders are invited from the reputed manpower agencies / service providers to provide two Security Guards for a period of one year for the college.

Details regarding the eligibility criteria, terms and conditions and forms for submission of tenders may be downloaded from the website <http://ganjam.nic.in>. (or) the Tender may be obtained on payment of **Rs. 500/- + GST** in person from the O/O the undersigned on any working days. The tender paper will be submitted in a sealed cover super-scribing as "**Tender for providing Manpower services for Security Guards**" to the undersigned through **speed post/registered post** only which should reach this office by 3.00 P.M. on 16.7.18. Tenders received after due date and time shall not be entertained. The tender paper will be opened on the next working day at 2.00 P.M. in presence of tenderer or their authorized agents.

The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

Sd/-Prof.(Dr.)R.N.Mishra

PRINCIPAL

Memo No **799** / BPHMCH Date **29.06.18**
Copy to the notice board for information.

Memo No **850** / BPHMCH Date **29.06.18**

Copy to Sri Simanchal Jena, Jr. Clerk for information and directed to sale the tender papers from 30.6.2018 to 16.7.18 up to 3 PM as per the prescribed fees.

I/C Principal

SCOPE OF WORK AND GENERAL INSTRUCTIONS FOR BIDDERS

1. Security guards are required by the college for security of the college property.
2. Two (2) numbers of security guards required for the institution.
3. The engagements are to be made on the prescribed remuneration as per the agreement with the Manpower Service Providers.
4. The contract for providing aforesaid manpower services is likely to commence after selection of manpower from among the candidate recommended by Manpower Service Providers through selection at the institutional level. The period of the contract is normally for a period of one year.
5. The undersigned reserves right to terminate the contract at any time after giving one month notice to the selected service provider if found any type of disturbances in the institution.
6. The interested Manpower Service Providers may submit the tender documents in all respects along with Bank Draft of Rs.500 + GST /-(Non-refundable) towards the cost of Tender paper(who downloaded it from website) and Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees ten thousand) only in the form of Demand Draft from any nationalized Bank in favour of **Principal, Biju Pattnaik Homoeopathic Medical College & Hospital, Brahmapur** payable at **Berhampur** and other requisite documents.
7. The dates relating to availability, submission and opening of the Tender for providing Manpower Services as given below.
8. on outsourcing basis are as follows:-
 - Date of Tender document available at website **30.06.2018**
 - Last date and time for submission of Tender **16.07.2018** (by **3.00 P.M.**)
 - Date of time for opening of Technical Bid **17.07.2018** (**2.00 P.M.**)
9. The Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees ten thousand) only refundable (without interest), should be necessarily accompanied with the tender of the Service provider in the form of Demand Draft drawn from any nationalized Bank, in favour of **Principal, Biju Pattnaik Homoeopathic Medical College & Hospital, Brahmapur** payable at **Berhampur** failing which the tender shall be rejected summarily.
10. The successful bidder will have to deposit the performance security at the time of execution of necessary agreement, which shall be the amount equivalent to the two months' remuneration along with the amount due towards P.F., E.S.I. Service Taxes and Service charges of the manpower to be deployed by the Manpower Service Provider (MSP) in the form of Demand Draft drawn from any nationalized Bank in favour of **Principal,**

Biju Pattnaik Homoeopathic Medical College & Hospital, Brahmapur payable at Berhampur. This will be returned without interest after successful completion of the contract period as per the agreement.

11. The bidders are required to enclose self attested photocopies of the following documents along with properly filled up application form and declaration as appended at Annexure-I & II in the Tender, failing which their tender shall be summarily/out rightly rejected and will not be considered for opening.
 - Registration Certificate of the Firm/Agency with appropriate registration authority.
 - Copy of labour registration Certificate
 - Copy of PAN/GIR Card.
 - Copy of Income Tax return for the last three years (2015-16 to 2016-17 & 2017-18).
 - Copy of last three years audited Account statement.
 - Copy of EPF and ESI registration Certificate.
 - Copy of Service Tax registration Certificate and validity.
 - Copy of up to date service tax return.
 - Original Money Receipt of Rs.500/-towards cost of Tender Book who have received it from Office.
 - E.M.D. of Rs. 10,000/- (Rupees ten thousand) in shape of Demand Draft drawn from any nationalized Bank in favour of **Principal, Biju Pattnaik Homoeopathic Medical College & Hospital, Brahmapur** and other requisite documents.
 - Affidavit that the firm/agency has not been blacklisted by anywhere and legal case pending for violation of P.F./E.S.I./M.W. Act or any other law.
 - Extract of Service Providers Bank Account containing transaction during last three financial years.
12. The conditional bids shall not be considered and will be out rightly rejected in very first instance.
13. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the Financial Bid Form. In such cases, the tender shall be summarily rejected. However, the cuttings, if any in the tender Application then that must be initialled by the person authorized to sign the tender bids.
14. The tenders shall be opened on the scheduled date and time in the office of the undersigned in the presence of the representatives of the

Manpower Service Providers, if any, who wish to be present on the spot at that time.

15. The tender of only those participants will be opened and are found in order. The qualified/selected firms/agencies will be intimated for a agreement for providing security service accordingly.
16. The **Principal, Biju Pattnaik Homoeopathic Medical College & Hospital, Brahmapur** reserves the right to annul all bids without assigning any reason before issue of the contract.
17. The Service provider must produce an affidavit from notary public declaring that the firm/agency is not black listed by any of the Service availing organisation they are providing or provided manpower.


Principal,

BPHMCH, Brahmapur.

