

F.No. 19011/06 /2010  
DIRECTORATE GENERAL OF SAFEGUARDS  
CUSTOMS & CENTRAL EXCISE  
Department of Revenue, Ministry of Finance  
Bhai Vir Singh Marg, Gole Market,  
New Delhi-110 001.

**Dated: 21<sup>st</sup> January, 2010**

**TENDER DOCUMENT**

Subject:- Providing **Security Service** on contract Basis.

Sealed tenders are invited from interested parties from providers of **Security Service** for providing round the clock security in the premises of the Directorate General of Safeguards, 2<sup>nd</sup> floor Bhai Vir Singh Sahitya Sadan, Bhai Vir Singh Marg, Gole Market, New Delhi 110001 w.e.f. 1.3.2010. The terms and conditions of providing security service shall be as under:

1. The vendor shall provide round the clock deployment of security personnel at the rate of one person per shift. The security personnel shall be provided with suitable distinctive uniform and shall be provided adequate rest for efficient performance of their duties. The vendor shall also provide them with standard suitable implements such as stick, torch, whistle etc.;
2. The persons provide should possess suitable physique to perform their assigned duties. They should be physically fit and free from any communicable chronic disease;
3. The person deployed should be the vendor's employees and shall remain under his control and supervision. The vendor shall be liable for the wages and any other claim of the person so engaged;
4. The persons deployed shall be of good moral character and should not have been convicted;
5. The vendor shall be paid the amount payable on monthly basis as per the terms of the contract on submission of bills for the aforesaid service subject to satisfactory performance of the service rendered. No payment shall be made to the vendor over and above this amount on any count including taxes that may be leviable. The vendor shall submit bills for individual months on completion of each month, in triplicate;
6. If the contract is terminated in the middle of a month the amount payable to then vendor will be calculated on pro rata basis;
7. The vendor shall comply with all applicable laws of the Central Government State Government and any other law for the time being in force including the Service Tax law. This Directorate General will not be responsible for any dispute that any arise in connection with the subject service, between the vendor and any State or Central Government

- Department e.g. authorities dealing with E.P.F., E.S.I. Labour Laws, Service Tax and Income Tax etc. or any local body;
8. The vendor shall observe all the relevant and applicable laws relating to employment of the persons assigned to this premises (such as those relating to payment of minimum wages, employment of child Labour etc.);
  9. The vendor should have at least two years experience in providing such security service to Government Departments, Organization in the Public Sector/Private Sector or other organization of repute.

Sealed Tenders addressed to the Directorate General of Safeguards super-scribed “**Bid for Security Service**” must reach this office by 4.00 P.M. on or before 10.02.2010. The Tenders will be opened by the Tender Committee in the presence of representative of the bidders who may be deputed by them for this purpose, on 12<sup>th</sup> of February, 2010 at 12.00 O’ clock in the premises of this office. Interested bidders are requested to attend the opening of the Sealed Bid at the appointed date and time.

It is made absolutely clear that any engagement vide the subject contract would not in any way, confer any right on the vendor or on the persons that may be deployed by the vendors in this office for claiming a regular employment in this office or in any other Government office.

Yours Sincerely,

Sd-  
(Ranjit Kumar)  
Additional Commissioner (Admn.)