



INDIAN MARITIME UNIVERSITY

Kochi Campus

NH-47A, NEAR ALEXANDER PARAMBITHARA BRIDGE

SOUTH END RECLAMATION AREA

MATSYAPURI PO

KOCHI-682029

TENDER FOR

**PROVIDING SECURITY SERVICE AT IMU KOCHI MAIN CAMPUS
AND WILLINGTON ISLAND CAMPUS**

TENDER NO.IMU/KOC/T-016/2017

PRICE BID

VOLUME-II

Due date of submission : Before 11:00 hrs on 07.12.2017

Date & Time of Opening : At 11:30 hrs on 07.12.2017

**INDIAN MARITIME UNIVERSITY
KOCHI CAMPUS**

**TENDER FOR
PROVIDING SECURITY SERVICE AT IMU KOCHI MAIN
CAMPUS AND WILLINGTON ISLAND CAMPUS**

TENDER NO.IMU/KOC/T-016/2017

VOLUME -II (PRICE BID)

Sl. No	Description	Page no
1	Form of tender	2
2	Appendix to form of tender	5
3	Bill of quantities for "Providing Security services at Indian Maritime University Kochi main campus and Willington Island campus."	6

FORM OF TENDER

NOTE: This Memorandum forms part of the Tender and this should be duly filled in, signed & sealed and enclosed along with the Tender.

To

The Director,
Indian Maritime University
Kochi Campus,
SERA, Matsyapuri P.O.
Kochi-682029

Sir,

Being duly authorised to represent and act on behalf of hereinafter called "the tenderer" and having visited the site and examined the Conditions of Contract, Specifications, Schedules and Bill of Quantities for the work of **Tender for " Providing Security services at Indian Maritime University Kochi main campus and Willington Island campus**

and

1. We offer to execute the work in conformity with the said Conditions of Contract, Specifications, Schedules and Bill of Quantities for the sum of Rs..... (Rupees)(Rate shall be filled in)
2. We undertake, if our Tender is accepted, to achieve completion of the service for the periods specified in this Schedule.

3. If our Tender is accepted we will furnish a Security Deposit of 5% within 7 days of receipt of work order, by way of a Demand Draft from a Nationalized Bank or a Scheduled Bank.
4. We agree to abide by this Tender for the period of **One year from** the date fixed for receiving the same or such further period as may be mutually agreed upon and it shall remain binding upon us and may be accepted at any time before the expiration of that period should we fail to abide by our Tenders during the above said period of **One year** or such extended period as mutually agreed upon the IMU Kochi Campus shall be at liberty to forfeit the Earnest Money deposited by us.
5. Unless and until a formal Agreement is prepared and executed this Tender, together with the written acceptance thereof, shall constitute a binding Contract between us.
6. I / We understand that the Indian Maritime University Kochi Campus reserves the right to,
 - a) Amend the scope of tender and value of contract under this work;
 - b) Reject or accept any tender including the lowest, cancel the tender process and reject all tenders.
 - c) **I/We agree that the Indian Maritime University Kochi Campus will not be liable for any such action and will be under no obligation to inform the tenderer of the grounds for such action.**
7. If our Tender is accepted, we understand that we are held fully responsible for the due performance of the Contract.

We have furnished Earnest Money in the form of Demand Draft in favour of Indian Maritime University, Kochi for an amount of Rs...../- (Rupees..... only). If our Tender is not accepted, the Earnest Money shall be returned to us on our application within a period as specified in the tender for the return of such EMD amount. If our Tender is accepted the Earnest Money shall be adjusted against the Security Deposit at 5% of the Contract Value

8 We agree that in addition to the Security Deposit Retention Money at 3% will be deducted from each running bill and the same will be released along with security deposit on successful satisfactory completion of service.

9 **We agree to execute all the works referred to in the Tender Documents upon the Terms and Conditions contained or referred to therein and to carry out such deviations as may be ordered.**

SIGNATURE.....

FOR AND ON BEHALF OF

.....

DATE

Witnesses:

1. Signature :

Name :

Address :

2. Signature :

Name :

Address :

For Providing Security services at Indian Maritime University Kochi main campus and Willington Island campus

APPENDIX TO FORM OF TENDER

1	Amount of Security Deposit	22 / Section I	5% of the contract price Rounded of to the next higher Rs.1000/-
2	Date of commencement of work	24 / Section I	The work shall be taken to have been commenced from the date o which the contractor takes over the site or the 7th day of instruction to start the work whichever is earlier.
3	Period of completion	24 / Section I	12 (Twelve)Months.
5	Retention Money	25 / Section I	Retention Money at 3% will be deducted from each running bill.

SIGNATURE

FOR AND ON BEHALF OF

.....

.....

DATE

.....

INDIAN MARITIME UNIVERSITY, Kochi Campus

PRICE BID

Price bid details for providing security services to IMU Kochi Campus

Table 1 (Monthly details for providing security guards)

Sl no.	Description	Security Guards	
		Amount in figures	Amount in words
1.	Wages (Basic+VDA) Per head-per month**		
2.	P.F. @13.16% of serial number 1- per month##per head		
3.	E.S.I @4.75% of serial number 1- per month##per head		
4.	Bonus per month per head		
5.	Any other Statutory allowances per month		
6.	SUBTOTAL(1+2+3+4+5)		
7.	Relieving charges		
8.	Total cost per head (6+7)		
9.	Service charges per head		
10.	Total monthly cost per head(8+9)		
11.	Number of security Officer	14	Fourteen
12.	Total cost for all security guards (10x 11)		

- The rate quoted should be exclusive of GST.

Table 2 (Monthly details for providing Assistant security officer)

Sl no.	Description	Assistant Security Officer	
		Amount in figures	Amount in words
1.	Wages (Basic+VDA) Per head-per month**		
2.	P.F. @13.16% of serial number 1- per month##per head		
3.	E.S.I @4.75% of serial number 1- per month##per head		
4.	Bonus per month per head		
5.	Any other Statutory allowances per month		
6.	SUBTOTAL(1+2+3+4+5)		
7.	Relieving charges		
8.	Total cost per head (6+7)		
9.	Service charges per head		
10.	Total monthly cost per head(8+9)		
11.	Number of security Officer	1	one
12.	Total cost for all security guards (10x 11)		

- The rate quoted should be exclusive of GST.

Table 3 (Monthly details for providing Security officer)

Sl no.	Description	Security Officer	
		Amount in figures	Amount in words
1.	Wages (Basic+VDA) Per head-per month**		
2.	P.F. @13.16% of serial number 1- per month##per head		
3.	E.S.I @4.75% of serial number 1- per month##per head		
4.	Bonus per month per head		
5.	Any other Statutory allowances per month		
6.	SUBTOTAL(1+2+3+4+5)		
7.	Relieving charges		
8.	Total cost per head (6+7)		
9.	Service charges per head		
10.	Total monthly cost per head(8+9)		
11.	Number of security Officer	1	one
12.	Total cost for all security guards (10x 11)		

- The rate quoted should be exclusive of GST.

Table 4(Monthly details for providing security services)

Serial No.	Price Bid Table	Monthly Amount Quoted
1	Table-1 (14 security Guards)	
2	Table-2 (1 Assistant security Officer)	
3	Table -3 (1 Security Officer)	
	Total cost per month	

- The rate quoted should be exclusive GST.

It must be noted that the criteria to arrive at the L-1 , shall be based on the grand total monthly price quoted in the Table-4 of the Price Bid (volume-II) provided above subject to fulfilling the minimum statutory requirements. Statutory payments also will be taken into account for determining L1. The vendors are requested to go through the tender document thoroughly before quoting the prices. The price must be quoted strictly as per the format provided in Table-1 to Table-4 of the Price Bid (volume-II). All rates are to be quoted for monthly expenses.

Providing round the clock security services by deploying Security Guards in 8 hours shifts as per the schedule mentioned in Section III of Volume I of the tender document and complying with all the conditions stipulated including fulfilling all requirements. The rate should be inclusive of Reliever charges and all taxes (except GST) levies, duties , Bonus and service charges etc.

Yours faithfully,

Date

Place:

Signature with Seal of Authorised Signatory

Notes:

- 1) **The wages (per month) quoted by the bidder should not be less than minimum wages ([Basic + VDA] per day x 26 days) for Zone“B” for Watch and Ward without Arms as prescribed by as per the Orders of Office of Chief labour Commissioner ©, Ministry of Labour and Employment, Govt. of India, as applicable as on the last date of submission of tender.
- 2) ##ESI, PF, Bonus should not be less than the statutory provisions/ Act by the Central Government. If the amount/rates quoted are less than the prescribed minimum, as stated above, then the bid will be disqualified and rejected. Bidders may restrict the contribution to the statutory minimum, which may have to be clearly stated in the price bid above.
- 3) If there is revision in the Minimum Wages prescribed by Central Government under Minimum Wages Act, during the currency of the contract, then:
 - a) If the revised minimum wages rates are less than the quoted rates, then rates quoted by the bidder will not be enhanced.
 - b) If the revised minimum wages rates are more than the rates quoted by the bidder, then revised minimum wages rates will be considered for reimbursement.
- 4) The initial contract is for one year and may be extended further by IMU for a period of one more year subject to the satisfactory performance of the contactor at the same rate and terms and conditions of the contract.
- 5) In case any additional security guards required to be posted in future same may be posted with the existing quoted rate and terms and condition of the contract.

Date

Place:

Signature with Seal of Authorised Signatory