

ICMR - NATIONAL INSTITUTE OF CANCER PREVENTION AND RESEARCH

Plot No. I-7 SECTOR-39 NOIDA – 201301

Tender Reference No.: NICPR/BM/Security Services /2021-2022

Dated: 02.06.2021

GENERAL TERMS & CONDITION

- 1) e-bids are invited in **two bid system** from reputed and experienced agencies for Security Services at ICMR - National Institute of Cancer Prevention and Research (NICPR), I-7, Sector 39, NOIDA-201301 as per Scope of Services/ Job Responsibilities mentioned in **Annexure-II** and eligibility criteria mentioned in **Annexure-III**.
- 2) **Document Download:** The tender form can be downloaded from the website: www.icmr.nic.in; www.nicpr.res.in and <https://eprocure.gov.in/eprocure/app> directly.
- 3) Bids shall be submitted online only at CPP portal using valid Digital Signature Certificates.
- 4) Fax/Emailed tenders will not be accepted.
- 5) The bidder may be a proprietary/ Partnership firm, Company/Corporate body (Agency) legally constituted, as per law with valid registration on the day of submission of the bid. The Tenderer/Bidder shall have at least 05years experience in the field of providing Security Services.
- 6) For carrying out Security Services, the vendor is required to provide 01 Supervisor (skilled), 01 Gunman for Night Shift (skilled), 18 Nos. Security Guards (Men, semi-skilled)for round the clock security of the NICPR campus. Personnel so deployed should be competent and experienced. The security supervisor should be of senior level between the age of 40-55 years with at least 10 years' experience and security guards should be between the age of 25 to45 years in sound health and at least matriculate (preferably ex- servicemen). Vendor is also required to provide/supply consumable items/materials like torches with cell,

whistle,sticks, Gum Boots, Uniform etc. to Security Supervisor, Gunman and Security Guards.Payment for these shall not be made by the Institute.

- 7) The bidder should have registered office located in the District Gautam Budh Nagar/ NCR region located within UP.
- 8) The bid shall remain valid for 180 days from the date of opening of Technical bid.
- 9) There should be no case pending with the police against the Agency/bidder and it should not have been blacklisted by any Government/ Semi-Government/ PSU/Autonomous Body to whom similar services were provided.
- 10) The tenderer should have provided Security Services to at least one Government/Semi-Government/ PSU/Autonomous Body during the period 2016 to till date with at least one renewal

OR

The tenderer should have provided Security Services to at least one Government/ Semi-Government/ PSU/Autonomous Body during the period 2016 to till date for an uninterrupted period of more than one year.

Details in this regard is to be provided as per **Annexure-IV**.

- 11) The bidder must have applicable permission/ license to provide Security Services in Uttar Pradesh.
- 12) TWO BID SYSTEM (i) Technical Bid (ii) Financial Bid shall be followed and therefore separate bids are to be submitted. Combined bids (Technical & Financial) will be rejected.
- 13) **EMD:** The bidder should submit Rs. 200000/- (Rs. Two Lakh) as EMD in the form of Demand Draft/ Pay order in favor of "Director, NICPR, Noida" Payable at Noida or certificate of MSME or SSI along with their bids. EMD should be deposited with Store In-charge of NICPR, Noida on any working day between 10 am to 4 pm before submission of final online bid. The tender without the EMD/ MSME or SSI certificate will be rejected. No interest is payable on EMD. **Photocopy of DD/ Pay order issued to NICPR needs to be uploaded with technical bid.** The EMD without interest shall be returned to the unsuccessful bidders after finalization of contract. EMD will be exempted subject to submission of certificate of MSME/SSI, if the bidder is registered for providing Security Services in Uttar Pradesh.

- 14) The Earnest Money is liable for forfeiture in the event of: (a) withdrawal of offer during the validity period of the offer, (b) Non-acceptance of orders when placed, (c) Non confirmation of acceptance of orders within the stipulated time after placement of offer or non-furnishing of Performance Guarantee and (d) Any unilateral revision made by the bidder during the validity period of the offer.
- 15) **Performance Guarantee:** Successful bidder will submit 10% of the total order value of contract agreement in the form of Bank Guarantee/Pay order/Demand Draft for such period as to cover one month beyond the contract period within 07 days from issue of Work Order. In case of non-submission of Bank Guarantee/Pay order/Demand Draft, work award shall stand cancelled and appropriate action will be taken by the Institute including forfeiture of EMD.
- 16) The Performance Guarantee shall be liable to be forfeited / enforced upon determination or recession of the Services.
- 17) **Period of Service:** The initial period of rendering the Services shall be 12 months from the date of award of work. However, the Institute reserves the right to extend period of the Services by further 02 years on the same terms & condition, on year to year basis, depending upon performance and conduct of the Vendor during the initial period of Services of 12 months.
- 18) The Agreement may be terminated by either party by giving two months' notice in writing.
- 19) The vendor is required to provide requisite manpower within seven days after receipt of work award.
- 20) The Vendor shall make available to the Institute, the particulars of personnel to be deployed for rendering of the Services before commencement of the Services at the Institute. The particulars would indicate the name, age/date of birth, permanent address, identity proof, Police Verification Certificate, etc.

21) The Vendor, at his own cost, will be responsible for the medical examination of Guards/Gunman Supervisor before their deployment, and all should be certified medically fit.

22) The Vendor shall be responsible for getting all the personnel verified by the local police for Character and Antecedents and shall submit the Police Verification Reports to the Institute.

23) In case a personnel does not report on a particular working day, the vendor shall invariably provide a substitute hand for the same or/ otherwise penalty will be levied.

24) Conduct of Personnel:

(i). The Vendor shall ensure proper discipline among its deployed personnel at all the times and ensure that none of them indulges in activities detrimental to interests of the Institute and/or unlawful activities.

(ii). NICPR is a No-tobacco zone. The Vendor shall also ensure that none of its personnel consumes liquor, intoxicants, tobacco/ pan masala in any form etc. while on duty or in the premises of the Institute.

(iii). The Vendor shall ensure that no children/minors are deployed for rendering of the Services in violation of the concerned Statute(s).

25) The Institute will have right to ask for removal of any personnel of the Vendor from the Institute due to unsatisfactory conduct/performance and unruly behavior. In such a situation, the Vendor shall be under obligation to immediately remove such a person from the services and provide a suitable replacement thereof within 48 hours of such removal.

26) The personnel of the Vendor shall not be considered 'employee' of the Institute however they will follow security and administrative instructions issued to them from time to time by the Director/Institute.

27) While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.

- 28) Director, NICPR, Noida reserves the right to reject any tender/bid wholly or partly without assigning any reason and is not bound to accept the lowest bid. The institute at its discretion may change the quantity / upgrade the criteria / drop any item, at any time before placing the Work order.
- 29) The technical committee constituted by the Director, NICPR, Noida shall have the right to verify the particulars furnished by the bidder independently.
- 30) Bidders are advised to study carefully the tender documents and the conditions before quoting their bid. Each and every of page of bids must be signed with seal by the authorized representatives as a token of acceptance of all the terms and conditions of tender document.
- 31) A letter of authorization for signing the bid document should also be attached with the technical bid.
- 32) The bidders are required to give an undertaking on Agency letter head that “I/ We agree to abide by all the terms and conditions of tender document” as per **Annexure-V**.
- 33) In case, holiday is declared by the Government on the day of opening the bids, the bids will be opened on the next working day at the same time.
- 34) Not more than one tender shall be submitted by one bidder or bidders having business relationship. Under no circumstance parents and their children or other close relations who have business relationship with one another [i.e., when one or more partner(s)/director(s) are common] be allowed to tender for the same contract as separate competitors. In case of breach of this condition, the tenders of both parties shall be rejected.
- 35) Price Bid:

Minimum wages notified by the Government of Uttar Pradesh from time to time will be paid by the NICPR. The revision of minimum wages is applicable as and when these are notified by the Government of Uttar Pradesh.

Bidders are required to upload the price bid/financial bid in the format as per Annexure-VI. Financial/Price bid in any other format shall be rejected.

Acceptance of Offer/Tender – Price Bids of only those tenderers, whose Technical Bids are found suitable/ acceptable by the Technical Evaluation Committee of NICPR, Noida, will be opened. For calculation of Lowest (L-1) responsive agency, the quoted other charges (if any) and agency service charge (contractor profit) will be taken into consideration and total cost will be worked out on prevailing minimum wages rates as specified above. Decision of the Director, NICPR, Noida in this regard will be final.

- 36) Tender must contain the Total value not only in figures but also in words. In case of any Clerical/Typing error, value written in “words” will only be considered for assessing the L-1 Bidder and subsequent process, though the Director NICPR reserves the right **not to accept** any Tender on the L-1 (lowest) criteria alone.
- 37) The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason except revision of minimum wages by the Government of Uttar Pradesh. The bid value once finalized will not be changed at any level. For assessment of lowest bidder, the total value of the price bid needs to be quoted in Indian Rupees only.
- 38) No advance payment will be given under any circumstances.
- 39) Accommodation: The Institute will not provide any accommodation to the employees deployed for Security Services. They are specifically forbidden to stay/overstay in NICPR for any purpose beyond the tour of their duty.
- 40) The personnel shall mark daily attendance as per procedure which may be prescribed by the Institute from time to time.
- 41) Safety Measures:

The bidder/vendor shall carry out all works in accordance with statutory requirement of Safety Regulations and other rules/acts as applicable.

The bidder/vendor or his/her representative must take immediate corrective measures whenever any unsafe conditions/practices are detected.

- 42) The bidder/vendor or his/her representative shall report any accident/incident to appropriate Authority and also to the Director. The cause of all minor or major accidents that occur during their tour of duty shall be reported and remedial measures taken immediately to prevent recurrence of such accidents/incidents. The responsibility of incurring any accident due to negligence on the part of Security staff shall solely lie on the Agency/vendor.
- 43) NICPR is a strict No-Tobacco zone. Use of matchbox, lighters and smoking, chewing tobacco, consumption of alcohol/any intoxicant and actions which may cause fire or any other accident, are strictly prohibited.
- 44) Institute shall not be responsible for any injury or for payment as compensation for any injury or loss to the staff engaged for work while performing the duties for NICPR.
- 45) The bidder/vendor shall be solely responsible for the damage to/of any property of NICPR due to negligence of the agency or any of its worker. The cost of any damage shall be recovered by NICPR from the amount payable to the agency.
- 46) In the event of any dispute or difference between NICPR and Vendor, such dispute or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then unresolved dispute or difference shall be referred to arbitration of the Sole Arbitrator to be appointed by the Director, NICPR. The venue of such arbitration shall be in Gautam Budh Nagar and the language of arbitration proceedings shall be English. However, all disputes are subject to exclusive jurisdiction of Competent Court and Forum in Gautam Budh Nagar, UP, India only.
- 47) The tender must be clearly typed without any cancellations / corrections/overwriting.
- 48) In case of any clarification asked by NICPR regarding the bid, the bidder has to clarify to that query within 24 (twenty-four) hours on our e-mail.
- 49) Technical bid should be accompanied with compliance/check list as per Annexure-VII.

Payment of Wages and Benefits to Personnel: The Vendor/Agency shall be fully and exclusively responsible for releasing timely and due wages and other benefits to the personnel by the 7th of each month in respect of wages of the preceding month. Vendor shall also ensure timely deposit of all due deductions i.e; Provident Fund; ESI; those under Workmen Compensation Act and other applicable Govt. of UP Acts/Regulationsetc. as may be in existence at the relevant time and/or promulgated/made applicable during period of rendering the Services. Institute will not bear/ pay any additional charges at any level.

Responsibility of the Institute: The Institute shall provide the following to the Vendor, free of cost: - Water from the designated point(s); Electricity; Adequate locked/storage space for Machines, Equipment, Tools, and consumables etc.

Personnel of the Vendor shall be fully responsible for safe storage of these items.

The Institute will not responsible for theft, loss etc. of Machinery, Equipment, Tools and consumables etc., if any, belonging to the Agency.

Single Point of Contact (SPoC): An Official/ Committee/ on behalf of the Director or the Director himself/herself shall evaluate the Services being rendered by the Vendor from time to time and point out deficiency, if any.

An Official/ Committee designated above may also be asked to verify the monthly bills of the Vendor.

In case NICPR is called upon to pay/bear any penalty, fine, damages etc. to a private or public body arising as a consequence of the Vendor's personal/personnels' act(s) of omission or commission, then NICPR will be entitled to recover the amount of such penalty, fine, damages etc. out of dues payable by NICPR to the Vendor.

Sub-letting: The Services shall not be sub-let or assigned to any other Agency under any circumstances.

Payment of the Vendor: The payment for the Services rendered will be released every month against submission of pre-receipted Bill by 10th of every month in respect of wages for the preceding month. The bill should have evidence of due wages paid fully to the deployed staff of the preceding month and also of deposition of ESI & EPF etc. as mentioned above. The attendance sheet maintained by the vendor also needs to be submitted however, the attendance maintained by NICPR shall be taken into account for making the payment. The vendor is also required to submit bill related to actual consumption of consumables along with details of items received and used during the preceding month.

The payment after applicable TDS, will, ordinarily be released within 20 working days of submission of the complete Bill(s).

Penalty: Significant violation of express terms and conditions of the Services and continued/repeated violation of terms and conditions of the contract in spite the same having been brought to notice of the Vendor shall invite penalty as decided by the Director NICPR on case-to-case basis.

If the agency is not able to provide the required number of personnel, a penalty for shortage of attendance will be imposed on the vendor as outlined below:

90% and above, no penalty.

86% to 90% Rs. 50/- per day/ per person.

81% to 85% Rs. 100/- per day/ per person.

76% to 80% Rs. 150/- per day/ per person.

71% to 75% Rs. 200/- per day/ per person.

66% to 70% Rs. 300/- per day/ per person.

60% to 65% Rs. 400/- per day/ per person.

Below 60% Rs. 500/- per day/ per person.

61). Atonement of the Services: If the Vendor for any reason abandons the Services or becomes incapacitated from rendering the same or fails to render any component of the Services for any reason not directly attributable to the Institute, the Vendor shall be liable to pay such damages to the Institute as may be assessed by the Institute for carrying out the Services during remaining period through alternate arrangements.

62). Termination of the Services: The Institute, without prejudice to any other remedy available against the Vendor, shall have right to terminate the Services, after issuing a written notice to the Vendor to this effect in any of the following circumstances:-

If the Vendor commits breach of any of the terms & conditions of rendering the Services;

If the Vendor is found guilty of mis-representation, concealment of material facts etc.

If the Vendor abandons the Services as outlined in work agreement.

If the Vendor fails to observe or perform any of covenants of the Services and such failure or non-performance has not been remedied or set right within three days of this being brought to its notice.

If the Work/Services of the Vendor from the very beginning, are of such quality/standard that the Institute, is of the opinion that the Vendor shall not be in a position to render the Services satisfactorily subsequently also.

If the services of the vendor are not found to be satisfactory by the Institute.

63). Work Agreement: The successful bidder has to sign the work agreement in duplicate (two copies, in original) on Rs.500/- Non Judicial stamp paper for the work/service.

Scope of Services/ Job Responsibilities of Guards /Gunman and Supervisor

1. To provide round the clock security cover to the entire premises of National Institute of Cancer Prevention & Research at I-7, Sector-39, NOIDA.

2. The agency shall be responsible for all security measures and arrangements to safeguard the movable and immovable property at NICPR Premises, including, providing following specialized services:
 - (a) Protection of persons and property of the NICPR.
 - (b) Prompt action/ assistance in case of fire, natural calamities, theft and/or attempted thefts etc.
 - (c) Protection of equipment, fixtures and other movable and immovable property of the NICPR.
 - (d) Prevention of unauthorized entry of vehicles and persons and to regulate them within the NICPR premises and ensure that no vehicles are allowed to be parked other than at the parking space provided for the purpose. Separate registers to be kept for NICPR vehicles and for personal/ private vehicles and persons/visitors.
 - (e) Control and coverage of all the strategic points enumerated in the work order.
 - (f) Prevention of unauthorized entry of personnel and animals in the premises of NICPR.
 - (g) Collecting intelligence about anti-social/ undesirable acts and persons within and nearby NICPR premises. The same shall be brought to the notice of the Director/designated/ Nodal Officer/ nominated Officer promptly. The guards shall be awake and alert at all times.
 - (h) Fire-fighting and Disaster management

- (i) To control staff/any other person(s) who go on agitation/ dharna/gherao/any other disruptive activity etc.
 - (j) Any other work of similar nature assigned to the agency by Director NICPR from time to time.
 - (k) Controlling and/or incapacitating any dangerous animal.
3. The agency will protect the property of NICPR from destruction, theft, loss, pilferage, riots, arson, fire etc. They shall be held responsible for any act of deliberate/willful act of omission/commission while dealing with such situations.
 4. Agency staff shall be available at all times at the place of their duties as per duty roster and they shall not leave their place of duty without prior permission and alternative arrangements made.
 5. The agency shall be responsible to provide immediate replacement for any security guard/ supervisor who is not available on duty at the place of his/her posting or such other additional staff as may be required for additional areas from time to time.
 6. The agency staff shall work under the overall direction of Officers authorized by The Director, National Institute of Cancer Prevention & Research.
 7. The agency shall provide round the clock security on eight hours shift basis.
 8. In case of any sort of misbehavior and misconduct of any person appointed by the agency, the responsibility for any consequent damage or loss shall rest upon the agency in toto.
 9. The staff shall be on duty for eight hours only at a time so that they remain alert while on duty. They shall NOT engage in doing double duty at NICPR or duty at any other location.
 10. To guard entrance and exit points, to control the movement of the visitors, to control the movement of the vehicles and avoid inconvenience, if any, cordially and diligently. Every visitor should be guided to Reception; Identify cards of staff or employees should be checked.
 11. To check all incoming and outgoing property/ goods and to ensure that they are accompanied by proper gate pass/ authority letter/challan etc. Copy of such gate-pass/ authority letter should be kept in safe custody.
 12. To report to the concerned authority/ supervisor if any incident of theft, pilferage, fire or arson occurs.

13. To provide necessary security cover to employees of NICPR.
14. To check the movement of office vehicles by noting time of out going and incoming vehicle with their numbers. A separate register be kept for private vehicle with similar particulars.

ADDITIONAL DUTIES OF SUPERVISOR IN ADDITION TO THE DUTIES MENTIONED ABOVE

1. He shall be responsible for orderly conduct and discipline of all guards and he shall inspect and ensure that each guard turns up for duty in smart-turn out in uniform with name plate. Identity card shall be worn in a manner prescribed by Director NICPR. They shall carry a lathi, whistle and a flash light (torch) as applicable while on duty.
2. He shall check each member of the security staff frequently in the shift with an element of surprise and report any important occurrence pertaining to theft, loss, pilferage, fire, accident etc. In case any of the said staff is found negligent or absent from duty, a report about him should be submitted to the agency for proper/ prompt action.
3. He shall also report all such events as mentioned above to the NICPR Authorities promptly without any loss of time.
4. He shall specifically ensure the security of staff and other service providers working in NICPR.
5. He should submit report to the Director/designated Officer, NICPR as and when directed to do so.
6. He shall ensure that guards on duty do not smoke or consume any form of tobacco or any intoxicant while on duty or within the premises of NICPR.

Eligibility Criteria

Following will be the minimum pre-qualification criteria:

	BASIC REQUIREMENTS	SPECIFIC REQUIREMENTS
1.	TECHNICAL CAPABILITY/ EXPERIENCE IN SECURITY SERVICES	<p>The tenderer should have provided Security Services to at least one Government/ Semi-Government/ PSU/Autonomous Body during the period 2016 to till date with at least one renewal</p> <p style="text-align: center;">OR</p> <p>The tenderer should have provided Security Services to at least one Government/ Semi-Government/ PSU/Autonomous Body during the period 2016 to till date for an uninterrupted period of more than one year.</p>
2.	TURNOVER	The tenderer should have an average annual turnover of at least Rs. 40lakh in related field (for providing the Security Service) for TWO financial years (2018-19 to 2019-20) on the date of submission of tender.
3.	POSSESSION OF DOCUMENTS	The tenderer should have a valid registration/ License for Security Services for U.P., PAN in its name and also registered under GST Act, ESIC & Provident Fund. Bidder should have a valid ISO:9000:2015 certificate
4.	BLACKLISTING.	Bidder should not have been convicted by a Court of Law or indicted by a regulatory authority for any offence against it. Bidder should not have been blacklisted by any Government/ Semi-Government/ PSU/Autonomous Body to whom similar services were provided.

Each bidder should possess all the above stated pre-qualification criteria. Responses/ bids without supporting documents or not meeting the minimum pre-qualification criteria will not be considered and would be rejected.

Annexure- IV

**Year wise details of work orders/completion certificate issued by at least one Government/
Semi-Government/ PSU/ Autonomous Body during 2016-17 to till date with supporting
documents**

S.No	Name & Address of the organization with contact no.	No. of Personnel deployed	Period/ Year of contract	Whether Govt./ Semi Govt./ Autonomous /PSU (pl. specify)	Amount of contract in Rs.	Reason of termination if currently not in force

Note: Table may be expanded as per requirement.

Annexure-V

Undertaking (to be submitted on letter head of Agency)

I/We agree to abide by all the terms and conditions mentioned in the tender document.

(Signature and Seal of the authorized representative)

Annexure-VI

Format of Price /Financial Bid (Schedule of Quantity)

(Figures in INR)

S.No	Detail of Personnel	Total number of personnel deployed	Current basic wages per personnel per month as notified by Minimum Wages of Uttar Pradesh Government	Other Charges i.e. ESI, EPF,EDLI, Administrative Charges, Leave weekly off, relieving charges, Bonus, Uniform Allowance and any other Statutory/other charges etc. if any (Pl. specify) (with Break Up)
1.	Security Supervisor (skilled)	One	Current basic wages per personnel per month + Variable Dearness Allowance as per Minimum Wages of Uttar Pradesh Government notification issued from time to time. (Not to be quoted by the bidder)	
2	Security Guards (Men) (semi-skilled)	Eighteen		
3	Security Guard WithFirearm(Gunman) (skilled) (for night shift only)	One		
4	Add Service Charges i.e. contractor profit inclusive of all statutory obligation to be quoted in percentage (In words as well as words and figures)			
<u>5</u>	Total			
<u>6</u>	Applicable GST(%)		Not to be quoted by bidder. (Paid by NICPR)	

Note 1: The maximum consolidated amount to be paid for each post will be governed by the Minimum Wages Act, as notified by the Uttar Pradesh Government from time to time.

Note 2: Service charges i.e. contractor profit should be reasonable and justifiable. It should not be very low i.e. solely for becoming L-1.

Note 3: L-1 will be worked out on the basis of other charges (if any), and Service charges worked out on prevailing minimum wages rates notified by the Uttar Pradesh Govt.

Note 4: No payment will be made in respect of items provided by the vendor.

Note 5: The rate quoted as per attached format of the Price Bid

Compliance Sheet

S. No.	BASIC REQUIREMENTS	SPECIFIC REQUIREMENTS	SUPPORTING DOCS REQUIRED	Whether supporting documents enclosed (say yes or no)	Pl. refer page No.
1	EMD	Signed and scanned copy of EMD of Rs. 200000/- or MSME/SSI certificate.	Signed and scanned copy of EMD of Rs. 200000/- or MSME/SSI certificate.		
2	SIGNATURE ON EACH AND EVERY PAGE	The bidder will sign & stamp each and every page of tender document as a token of acceptance of all the terms and conditions.	Signed & stamped each and every page of tender document.		
3	UNDERTAKING-TENDER ACCEPTANCE	Undertaking to be submitted on letter head of Agency with seal and signature of authorized person "that I/ we agree to abide by all the terms and conditions mentioned in the tender document".	Undertaking on agency letter head. With seal and signature as per Annexure-V		
4	LETTER OF AUTHORISATION	Letter of authorization on Agency letter head with signature and seal.	Letter of authorization on Agency letter head with signature and seal.		

5	TECHNICAL CAPABILITY/ EXPERIENCE IN SECURITY SERVICES	<p>The tenderer should have provided Security Services to at least one Government/ Semi-Government/ PSU/Autonomous Body during the period 2016 to till date with at least one renewal</p> <p>OR</p> <p>The tenderer should have provided Security Services to at least one Government/ Semi-Government/ PSU/Autonomous Body during the period 2016 to till date for an uninterrupted period of more than one year.</p>	<p>Year wise copies of work orders/ completion certificate issued by at least one Government/ Semi-Government/ PSU/ Undertaking/ Autonomous Body as per Annexure-IV during the period 2016-till date is to be enclosed.</p>		
6	TURNOVER	<p>The tenderer should have an average annual turnover of at least Rs. 40 lakh in related field (for providing the Security Service) for TWO financial years (2018-19 to 2019-20) on the date of submission of tender.</p>	<p>Balance sheet or certified annual report or certificate to this effect by a practicing Chartered Accountant.</p>		
7	REGISTERED OFFICE IN THE DISTRICT GAUTAM BUDH NAGAR/ NCR REGION LOCATED WITHIN UP	<p>The bidder or/ and its group firm/ company should have registered office in the District Gautam Budh Nagar/ NCR region located within UP</p>	<p>Self-declaration with address and supporting document.</p>		

8.	PERMISSION/ LICENSE OF PROVIDING PRIVATE SECURITY SERVICES IN UTTAR PRADESH	The bidder must have applicable permission/ license issued by Uttar Pradesh Government to provide Security Services in Uttar Pradesh	Supporting document issued by Department ofUttar Pradesh Government		
9.	SUBMISSION OF DOCUMENTS	The tenderer should have a valid registration, PAN in its name, registered under GST Act, ESIC & Provident Fund and a valid ISO:9000:2015 certificate.	Signed and scanned copies of i) Registration certificate ii) PAN iii) GST iv)ESIC & PF registration with PF code number v) Valid ISO:9000:2015 certificate		
10.	BLACKLISTING.	Bidder should not have been convicted by a Court of Law or indicted by a regulatory authority for any offence against it during 2016-till date. Bidder should not have been blacklisted by any Government/ Semi-Government/ PSU/Autonomous Body to whom similar services were provided.	Self-declaration on Agency letter head with signature with date and seal.		
11.	Submission of Price Bid	Ensure submission of Price bid as per Annexure-VI	Ensure submission of Price bid as per Annexure-VI	Whether uploaded separately, Write “Yes” or “No”	Mention number of pages uploaded