

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	14-08-2025 14:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	14-08-2025 14:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Finance
विभाग का नाम/Department Name	Department Of Revenue
संगठन का नाम/Organisation Name	Central Board Of Excise And Customs (cbec)
कार्यालय का नाम/Office Name	Cgst And Central Excise Jaipur Zone Jaipur
वस्तु श्रेणी /Item Category	Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	30 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Exemption for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	5500000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	15

(a) ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

DDO
CGST AND CENTRAL EXCISE, JAIPUR
(Ao Ddo)

विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover, shall upload the supporting documents to prove his eligibility for exemption.
3. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
4. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover shall upload the supporting documents to prove his eligibility for exemption.
5. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
7. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
8. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any

impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

9. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope Of Work For the Service:[1753345741.pdf](#)

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard (16)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Unarmed Security Guard
Category of Skills	Skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to 50 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	Driver's License
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Rajasthan
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Ashok Kumar Meena	302005,NCRB, STATUE CIRCLE, C-SCHEME	16	<ul style="list-style-type: none"> • Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 12 • Basic Pay (Minimum daily wage) : 893 • Provident Fund (INR per day) : 107.16 • EDLI (INR per day) : 4.47 • ESI (INR per day) : 29.02 • EPF Admin charge (INR per day) : 4.47 • Bonus (INR per day) : 0 • Optional Allowance 1 (in Rupees) : 0 • Optional Allowance 2 (in Rupees) : 0 • Optional Allowance 3 (in Rupees) : 0

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

3. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

4. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

5. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

All the documents uploaded should be legible and sealed and signed on each page failing which the firm will be disqualified technically

6. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

7. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

8. **Payment**

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

9. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

अस्वीकरण/**Disclaimer**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.

11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---



भारत सरकार / GOVT. OF INDIA

वित्त मंत्रालय, राजस्व विभाग / MINISTRY OF FINANCE, DEPTT. OF REVENUE

कार्यालय आयुक्त, केन्द्रीय वस्तु व सेवाकर एवं उत्पाद शुल्क – जयपुर

OFFICE OF THE COMMISSIONER, CENTRAL GOODS AND SERVICES TAX & CENTRAL EXCISE - JAIPUR

मुख्यालय: नव केन्द्रीय राजस्व भवन, स्टैच्यू सर्किल, सी-स्कीम, जयपुर- 302005 (राज.)

HQ : NEW CENTRAL REVENUE BUILDING, STATUE CIRCLE, C-SCHEME, JAIPUR – 302005 (RAJ.)

फोन न. : 0141- 2385359

प्रशासन शाखा

फैक्स नं. : 0141- 2385222

टेन्डर नोटिस सं.-03 / 2025 सुरक्षा सम्बन्धी कार्यों हेतु ई-निविदा सूचना

भारत के राष्ट्रपति महोदय की ओर से वर्ष 2025-26 (01.09.2025 से 31.08.2026) के लिए निम्नलिखित भवनों की Round the Clock (24*7) सुरक्षा के लिए अनुभवी सुरक्षाकर्मी उपलब्ध करवाने के लिए पंजीकृत सुरक्षा सेवाप्रदाता संस्थाओं से Online GeM द्वारा निविदाएं आमंत्रित की जाती है। पंजीकृत सेवाप्रदाता को इस क्षेत्र में 03 वर्ष का अनुभव होना चाहिए :-

क्र.सं.	भवन का पता
1.	सी.जी.एस.टी. एवं सीमा शुल्क, एनसीआरबी, स्टैच्यू सर्किल, सी-स्कीम, जयपुर
2.	सी.जी.एस.टी. संभाग कार्यालय, 'ए' (वी. के. आई.) से 'सी' (पिंकसिटी), वी.के.आई. क्षेत्र, जयपुर
3.	सी.जी.एस.टी. संभाग कार्यालय, 'डी' (एम.आई.रोड़) से 'आई' (मोतीडूंगरी), सेक्टर 10, विद्याधर नगर, जयपुर
4.	सी.जी.एस.टी. एवं सीमा शुल्क आवासीय कॉलोनी, सेक्टर-7, विद्याधर नगर, जयपुर
5.	सी.जी.एस.टी. एवं सीमा शुल्क अधिकारी आवास, जेएलएन मार्ग, जयपुर

निविदा प्रपत्र एवं शर्तों का विवरण GeM पोर्टल से डाउनलोड किया जा सकता है।

इस कार्यालय को किसी भी निविदा अथवा सभी निविदाओ को, बिना कारण बताये निरस्त करने का अधिकार सुरक्षित रहेगा। इस विज्ञप्ति में किसी भी संशोधन/बदलाव का प्रकाशन केवल विभागीय वेबसाइट <http://cgstjaipur.gov.in/> अथवा GeM पोर्टल पर ही जारी किया जायेगा।

Digitally signed by
PRASHANT KUMAR SABRI
(आयुक्त, सी. एवं स. वि.)
Date: 16.07.2025
18:31:16
सहायक आयुक्त (सी. एवं स. वि.)

अनुलग्नक 'अ'**(अ) कार्यालय का पूर्ण पता, क्षेत्रफल आदि का विवरण –**

भारत के राष्ट्रपति महोदया की ओर से वर्ष 2025–26 (01.09.2025 से 31.08.2026) के लिए निम्नलिखित भवनों की Round the Clock (24*7) सुरक्षा के लिए अनुभवी सुरक्षाकर्मी उपलब्ध करवाने के लिए पंजीकृत सुरक्षा सेवाप्रदाता संस्थाओं से Online GeM द्वारा निविदाएं आमंत्रित की जाती है। कार्यालय का पूर्ण पता निम्न प्रकार है :-

क्र. सं.	भवन का पता जहां सुरक्षाकर्मी उपलब्ध करवाये जाने है	उपलब्ध करवाये जाने वाले सुरक्षाकर्मियों की संख्या
1.	सी.जी.एस.टी. एवं सीमा शुल्क, एनसीआरबी, स्टेच्यू सर्किल, सी-स्कीम, जयपुर	04
2.	सी.जी.एस.टी. संभाग कार्यालय, 'ए' (वी. के. आई.) से 'सी' (पिकसिटी), वी.के. आई. क्षेत्र, जयपुर	03
3.	सी.जी.एस.टी. संभाग कार्यालय, 'डी' (एम.आई.रोड) से 'आई' (मोतीडूंगरी), सेक्टर 10, विद्याधर नगर, जयपुर	03
4.	सी.जी.एस.टी. एवं सीमा शुल्क आवासीय कॉलोनी, सेक्टर-7, विद्याधर नगर, जयपुर	03
5.	सी.जी.एस.टी. एवं सीमा शुल्क अधिकारी आवास, जेएलएन मार्ग, जयपुर	03
	कुल संख्या	16

अनुलग्नक 'ब'**(ब) निविदा प्रक्रिया –**

1. निविदा दो भागों में स्वीकार की जाएगी – (1) तकनीकी निविदा एवं (2) वित्तीय निविदा। तकनीकी निविदा के लिए अनुलग्नक 'क' में एवं निविदा स्वीकृति पत्र (अनुलग्नक 'ख') में निर्धारित प्रपत्र पूर्ण करके अलग-अलग संलग्न करना होगा।

निविदा (तकनीकी एवं वित्तीय) निवेदन केवल GeM पोर्टल पर ऑनलाइन जमा की जाएगी। निविदा अन्य किसी भी माध्यम से स्वीकार नहीं की जायेगी।

योग्य निविदा के लिए शर्तें –

2. निविदाकर्ता को श्रम विभाग, ईएसआई, भविष्य निधि एवं सेवाकर/जीएसटी में पंजीकृत होना चाहिए तथा उसे इस कार्य का कम से कम 3 वर्ष का अनुभव होना चाहिए। फर्म का विगत 3 वर्षों में 30 लाख का वार्षिक टर्नओवर होना अनिवार्य है। इसके साथ ही निविदा दाता को विगत 3 वर्षों की संबंधित लेखों की प्रति (Balance sheet) एवं चार्टर्ड अकाउंटेंट का प्रमाण पत्र (स्वयं के द्वारा प्रमाणित) तकनीकी निविदा के साथ संलग्न किया जाना आवश्यक है। साथ ही विगत 3 वर्षों की आयकर विवरणी व सेवाकर/जीएसटी विवरणी का निविदा के साथ संलग्न करें। निविदाकर्ता के पास वैध Permanent Account Number (PAN) होना चाहिए। यदि किसी फर्म को कार्यकाल के दौरान किसी सरकारी विभाग द्वारा Blacklisted कर दिया जाता है तथा उसकी अमानत/जमानत राशि जब्त कर ली गयी हो, वह फर्म निविदा भरने योग्य नहीं है।
3. निविदाकर्ता/सेवाप्रदाता के पास सुरक्षा सेवायें प्रदान करने में ISO9001:2015 या नवीनतम अद्यतित प्रमाणित होने सम्बन्धित प्रमाण पत्र की प्रति अनिवार्य रूप से संलग्न करना सुनिश्चित करें।
4. सफल निविदाकर्ता द्वारा अनुबंध के सफल प्रदर्शन के उद्देश्य से (Performance Security-To ensure due performance of the contract, Performance Security is to be obtained from the successful bidder awarded the contract) ठेके के कुल मूल्य का 05 प्रतिशत का डिमाण्ड ड्राफ्ट/बैंक गारंटी Performance Security के तौर पर एक माह के भीतर-भीतर प्रशासनिक अधिकारी (डी.डी.ओ.), केन्द्रीय केन्द्रीय वस्तु व सेवाकर एवं उत्पाद शुल्क आयुक्तालय, जयपुर के नाम बनवाकर विभाग के पास जमा कराना होगा, जोकि सम्पूर्ण ठेका अवधि के समाप्ति (पूर्ण होने) के पश्चात भी अगले 60 दिनों के लिए वैध होना चाहिए।
5. यदि सफल आवेदक द्वारा निर्धारित अवधि के भीतर-भीतर कार्य नहीं संभाला जाता है अथवा ठेकाधीन कर्मचारी उपलब्ध नहीं करवा पाता है अथवा Performance Security का डिमाण्ड ड्राफ्ट/बैंक गारंटी नहीं जमा करवाता है अथवा अन्य किसी भी कारण से कार्य निष्पादित करने की अनिच्छा लिखित में प्रस्तुत करता है तो संबंधित फर्म को विभाग के द्वारा ब्लैक लिस्ट किया जा सकता है तथा उसके अगले निम्न उत्तरदायी निविदाकर्ता (Next Lower Responsive Bidder) को उक्त न्यूनतम दर वाले निविदाकर्ता की दरों पर कार्य करने का प्रस्ताव दिया जा सकेगा।
6. निविदाकर्ता को चाहिए कि वह अनुलग्नक 'अ' में उल्लेखित निबंधन एवं शर्तों से संतुष्ट होने पर ही अपनी निविदा प्रस्तुत करे। इस हेतु निविदादाता अनुलग्नक 'अ' के प्रत्येक पृष्ठ पर अपने हस्ताक्षर करेगा तथा अंतिम पृष्ठ पर निर्धारित स्थान पर मय मोहर के हस्ताक्षर करेगा तथा उसे तकनीकी निविदा के लिए online प्रस्तुत करेगा। निविदा के साथ लगाए गए सभी दस्तावेजों पर भी निविदाकर्ता के हस्ताक्षर होने चाहिए।
7. वित्तीय निविदा में दरें अंको व शब्दों दोनों रूपों में स्पष्टतः उल्लेखित होनी चाहिए। अंकों एवं शब्दों में प्रस्तुत दरों में भिन्नता होने पर शब्दों में प्रस्तुत दर को प्राथमिकता दी जाएगी।
8. अपूर्ण भरी हुई निविदाएं या गलत सूचनाएं पाई जाने पर निविदाएं निरस्त कर दी जाएंगी।
9. सफल निविदादाता (फर्म) आदेश प्राप्त होने के 21 दिवस की अवधि के भीतर रु 500/- के नॉन ज्यूडिशियल स्टाम्प जो कि छः माह से पूर्व का नहीं हो, पर अनुबंध पत्र निष्पादित करना होगा।
10. Technical bids will be evaluated by a Bids Evaluation Committee (BEC) or authority authorized by the Competent Authority of this documents furnished in the Technical bid. Decision of the Competent Authority with regard to acceptability of the Technical bid shall be binding on all the bidders and cannot be challenged. No correspondence in this regard will be entertained.
11. If any firm quotes "Nil" charges/consideration, the bid shall be treated as unresponsive and will not be considered. Service charges should be adequate to meet statutory deductions towards TDS and such other levies laid by Government. In case of the quoted service charge is less than such statutory deductions, then the bid will be summarily rejected.

(ब) निबंधन एवं शर्तें –

1. The agency should have obtained a license from the controlling authority under (a) Section 7(5) of "The Private Security Agencies (Regulation) Act, 2005 [No. 29 of 2005]" OR (b) "Rajasthan Private Security Agencies (Regulation) Rules, 2006".
2. The agency shall ensure that the security personnel deployed, should be experinced (minimum 3 years experience in this field), healthy and not more than 50 years of age. The agency will get their antecedents, character and conduct verified.

3. The full particulars of the personnel to be deployed by the agency including their names and addresses, shall be furnished to the department along with testimonials before they are actually deployed for the job.
4. The agency shall not deploy or shall discontinue deploying the person(s), if so desired by the department at any time without assigning any reason whatsoever.
5. The representative of Agency will carry out periodically inspection of security personnel on duty to ensure discipline and efficiency.
6. The wages paid to the personnel should strictly adhere to the Code on Wages, 2019 and Contract Labour (R & A) Act, 1970. License from Labour Department as per section 12 of Contract Labour (R & A) Act, 1970 should be obtained for the contract work within 7 days of award of contract. Any default would be viewed seriously resulting in cancellation of contract. The agency should ensure that there is no scope for any grievance from the personnel on delayed payment of wages/unlawful deductions.
7. **The agency shall provide reasonably good uniform with name badges to its personnel deployed at its own cost and ensure that they are used by the personnel deployed and are maintained in good condition. The security personnel will work 8 hours per day according to shift system.**
8. The agency shall deploy security guards trained in all facets of security work.
9. The agency shall ensure that any replacement of the personnel, as required by the department for any reason specified or otherwise, shall be effected promptly without any additional cost to the Department. If the agency wishes to replace any of the personnel, the same shall be done with prior concurrence of the Department at agency's own cost.
10. The agency shall ensure that the personnel deployed by it are disciplined and do not participate in any activity prejudicial to the interest of the Department/Government of India/any State/ or any Union Territory.
11. The day to day functioning of the services shall be carried out in consultation with and under direction of the Department. Proposals for efficient functioning of the security systems shall be discussed, considered and implemented from time to time by the agency with approval of the Department.
12. The agency shall be solely responsible for compliance to the provisions of wages, EPF, ESI etc. Relating to personnel deployed by it or for any accident caused to them and the Department shall not be liable to bear any expense in this regard. The agency shall make payment of wages to workers engaged by it by the stipulated date irrespective of any delay in settlement of its bill by the Department for whatever reason. The agency shall also be responsible for the insurance of its personnel. The security agency shall specifically ensure compliance of various Laws/Acts.
13. In case of any theft or pilferages, loss or other offences, the agency will investigate and submit a report to the department and maintain liason with the Police. FIR will be lodged by the Department, wherever necessary. If need be, joint enquiry comprising of both the parties shall be conducted and responsibility fixed.
14. In case of any loss that might be caused to the Department due to lapse on the part of the security personnel discharging security responsibilities will be borne by the agency and in this connection, Department shall have the right to deduct appropriate amount from the bill of contracting agency to make good such loss to the Department besides imposition of penalty. In case of frequent lapses on the part of the security personnel deployed by the contractor, the Department shall be within its right to terminate the contract forthwith or take any other action without assigning any reason whatsoever.
15. In the event of any security personnel being on leave/absent, the agency shall ensure suitable alternative arrangement to make up for such absence.
16. The Security agency shall provide security guards with proper supervision of Jobs in 3 shifts. Security shall be provide round the clock and each shift shall be of 8 hours duration.
17. As and when the Department requires additional security strength on temporary or emergent basis, the agency will depute such security personnel under the same terms and conditions. Similarly, if the security personnel deployed by the agency any time are found absent from duty or sleeping or found engaged in irregular activities, the Department shall deduct the requisite amount at the pro-rata rates from the bill of the agency besides imposition of penalty for non-observance of the terms of contract.
18. The agency shall arrange to maintain at the security desk, the daily shift-wise attendance record of the securirty personnel deployed by it showing their arrival and departure time. The agency shall submit to the Department an attested photocopy of the attendance record and enclose the same with the monthly bill.
19. The agency shall quote the minimum wages as per the rate applicable at the time of filling the tender. There would be no increase in rates payable to the agency during the contract period.
20. The security personnel deployed by the agency shall have at least the minimum elementary knowledge of reading and writing so as to be able to make entires in the registers kept at the security desk whenever required and also to write their names in the attendence register and mark their arrival and departure by signing in the register.
21. The decision of the Department in regard to interpretation of the Terms and Conditions and the Agreement shall be final and binding on the agency.

22. In case of any dispute between the agency and the Department, the Department shall have the right to decide.
23. In case if two or more firms quoted same rate in financial bid then contract will be awarded as per the GeM portal.
24. Any violation of instruction/agreement or suppression of facts will attract cancellation of agreement without any reference.
25. The wages paid to the security personnel should strictly adhere to the Minimum Wages Act, 1948 & Contract Labour (R&A) Act, 1970 and as prescribed by the O/o the Chief Labour Commissioner(Central).

(स) भुगतान की शर्तें –

1. सेवाप्रदाता प्रतिमाह की पांच तारीख तक आवश्यक रूप से दो प्रतियों में कार्यालय में मासिक बिल भुगतान हेतु प्रस्तुत करेगा। सेवाप्रदाता को आयकर/GST अधिनियम के तहत प्रचलित टीडीएस की कटौती कर भुगतान किया जाएगा। अधिकृत अधिकारी से संतोषजनक कार्य किए जाने संबंधित प्रमाण पत्र बिल के साथ संलग्न करने पर ही भुगतान किया जायेगा।
2. सेवाप्रदाता द्वारा हर माह पिछले माह की मजदूरी का भुगतान करने के दस्तावेज प्रस्तुत करने होंगे।
3. यदि किसी कारणवश इस कार्यालय द्वारा मासिक बिल का भुगतान समय पर नहीं हो पायेगा तो ऐसी स्थिति में सेवाप्रदाता फर्म को अपने कर्मचारियों का पूर्ण भुगतान करना होगा।
4. सेवाप्रदाता हर माह इस आशय का प्रमाण-पत्र प्रस्तुत करेगा कि उसने प्रत्येक सुरक्षा कर्मी को नियमानुसार तय की गई दरों के हिसाब से वेतन का भुगतान किया है तथा पीएफ/ईएसआई व सेवाकर के प्रावधानों का अनुपालन किया है। उसे समयानुसार पीएफ ईएसआई तथा सेवाकर से सम्बन्धित चालान आदि दस्तावेज कार्यालय में प्रस्तुत करने होंगे।
5. यदि इस कार्यालय को कोई शिकायत प्राप्त हुई कि सेवाप्रदाता अपने कर्मचारियों को नियमानुसार तय की गई दरों का भुगतान नहीं कर रहा है तो उसके बिल से उनके कर्मचारियों को देय भुगतान की राशि काट कर शेष राशि का भुगतान किया जायेगा।
6. सेवाप्रदाता को, वसूली की जाने वाली राशि की कटौती करके, यदि कोई हो तो, प्रतिमाह फर्म के नाम से क्रासड चैक/डिमाण्ड ड्राफ्ट/ऑनलाइन PFMS द्वारा भुगतान किया जाएगा।

मैं/हम उपरोक्त नियमों एवं शर्तों से सहमत हूँ।

हस्ताक्षर मय तिथि

हस्ताक्षरकर्ता का नाम

फर्म का नाम

मोहर

अनुलग्नक – 'क'

तकनीकी निविदा

सुरक्षा सेवा की निविदा के लिए आवश्यक पूर्व-योग्यता निर्धारण हेतु प्रोफार्मा

01.	फर्म/संस्था का नाम	
02.	डायरेक्टर/पार्टनर/प्रोपराईटर का नाम	
03.	पूर्ण पता एवं दूरभाष/मोबाईल/फैक्स नम्बर	
04.	सम्पर्क व्यक्ति का विवरण (नाम/पता/टेलीफोन नम्बर)	
05.	संस्था का विवरण (क्या फर्म प्रोपराईटरशिप/पार्टनरशिप/कम्पनी है)	
06.	आयकर पैन नम्बर (फोटोप्रति संलग्न करें) विगत 3 वर्ष की आयकर विवरणिका संलग्न करें	
07.	सेवाकर/जीएसटी पंजीकरण संख्या (फोटो प्रति संलग्न करें) विगत 3 वर्ष की सेवाकर/जीएसटी विवरणिका संलग्न करें	
08.	क्या फर्म कॉन्ट्रैक्ट लेबर (रेग्यूलेशन एण्ड एबोलिशन) एक्ट के अन्तर्गत पंजीकृत एवं अनुज्ञाधारी है (प्रति संलग्न करें)	
09.	3 वर्ष पूर्व जारी रीजनल प्रोविडेंट फंड कार्यालय द्वारा आवंटित प्रोविडेंट फंड संख्या (प्रति संलग्न करें)	
10.	3 वर्ष पूर्व जारी ईएसआई पंजीकरण संख्या (प्रति संलग्न करें)	
11.	फर्म के आई.एस.ओ. प्रमाणित होने का प्रमाण पत्र संलग्न करें	
12.	गत तीन वर्षों का अनुभव का विवरण (कृपया सरकारी/पब्लिक अण्डरटेकिंग का कार्यआदेश/सेवा प्रमाण पत्र संलग्न करें)	
13.	ई.एस.आई., पी.एफ. एवं सेवाकर/जीएसटी के अन्तर्गत फर्म का कोई भी प्रकरण विभाग में लम्बित ना हो का प्रमाण पत्र (रु. 50/- के ज्यूडिशियल स्टाम्प पर जोकि छः माह से पुराना नहीं हो)	
14.	अन्य सरकारी/पब्लिक अण्डरटेकिंग जहां वर्तमान में कार्य लिया हो की सूची मय प्रमाण पत्र	
15.	Copy of license from the controlling authority under (a) Section 7(5) of "The Private Security Agencies (Regulation) Act, 2005 [No. 29 of 2005]" OR (b) "Rajasthan Private Security Agencies (Regulation) Rules, 2006"	

मैं/हम प्रमाणित करते हैं कि मेरी/हमारी जानकारी के अनुसार उक्त दी गई सूचनाएं पूर्ण एवं सही हैं। मैं/हम जानते हैं कि उक्त दिए गए विवरण में कोई भी सूचना या विवरण गलत पाया जाता है तो सुरक्षा सेवा के अनुबंध को निरस्त किया जा सकता है, अमानत राशि जब्त की जा सकती है एवं भविष्य में हमें ब्लैक लिस्टेड किया जा सकता है।

हस्ताक्षर मय तिथि
हस्ताक्षरकर्ता का नाम
फर्म का नाम
मोहर

निविदाकर्ता द्वारा तकनीकी निविदा के साथ निम्नलिखित दस्तावेजों को अपलोड किया जाना है :-

1. पैन नं., सर्विस टैक्स पंजीकरण(यदि हो), ईएसआई एवं ईपीएफ पंजीकरण की हस्ताक्षरित एवं स्कैन्ड कॉपी।
2. निविदा प्रस्तुत करने हेतु निविदा स्वीकृति पत्र एवं प्राधिकृत पत्र की हस्ताक्षरित एवं स्कैन्ड कॉपी।
3. एक स्व प्रमाणित प्रमाण पत्र कि एजेन्सी केन्द्र सरकार/राज्य सरकार/केन्द्र शाषित प्रदेशों द्वारा ब्लैकलिस्टेड नहीं है एवं किसी भी सरकार से किसी भी प्रकार की मुकदमेंबाजी में नहीं है।
2. श्रमायुक्त से प्राप्त किये गये श्रम लाइसेन्स की हस्ताक्षरित एवं स्कैन्ड कॉपी।
3. पिछले 3 वर्ष की बैलेंस शीट की हस्ताक्षरित एवं स्कैन्ड कॉपी।
4. तकनीकी निविदा प्रपत्र की हस्ताक्षरित एवं स्कैन्ड कॉपी।

अनुलग्नक 'ख'

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1 . I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:- GeM portal & <https://cgstjaipur.gov.in/>.

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. In case any provisions of this tender are found violated, then your department/ organisation shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)