

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	29-10-2026 15:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	30-10-2026 15:00:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Communications
विभाग का नाम / Department Name	Department Of Telecommunications (dot)
संगठन का नाम / Organisation Name	Iti Limited
कार्यालय का नाम / Office Name	Raebareli
शिकायत निवारण के संपर्क विवरण / Contact details of Grievance redressal	HOD Email id :rcyadav_rbl@itilttd.co.in Buyer Email id: dharmendra_rbl@itilttd.co.in
वस्तु श्रेणी / Item Category	DGR Empanelled ESM Security Services
अनुबंध अवधि / Contract Period	1 Year(s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Certificate (Requested in ATC), Additional Doc 1 (Requested in ATC), Additional Doc 2 (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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या / Minimum number of bids required to disable automatic bid extension	1

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
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 निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	37488973.85
Payment Timelines	Payments shall be made to the Seller within 30 days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	200000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	0.83
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	15

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and

Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).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.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :

DyM(TA & Security)

RAEBARELI, Department of Telecommunications (DOT), ITI Limited, Ministry of Communications
(Dharmendra Kumar Yadav)

UIN Number NCTGC2415P

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
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

Limited Tender

Limited Tender Applicable	Yes
Reason	It will not be in public interest to procure the goods through advertised tender enquiry. Sufficient reasons for the same have been recorded in writing by the competent authority.
List of Seller Organization for participation	*****, *****, *****

1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal 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 themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer 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 seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

2. 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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

The Buyer is required to define the job description details for Security Personnel:[1791893608.pdf](#)

DGR Sponsorship Letter (Only bidders mentioned in the attach sponsorship letter shall be eligible to participate):[1791893626.pdf](#)

DGR Empanelled ESM Security Services (15330)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Category of Personnel	Ex-serviceman Unarmed Security Guard Male
Working Days in a Week	7
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 / Total number of man-days required during the contract period	अतिरिक्त आवश्यकता /Additional Requirement
1	Dharmendra Kumar Yadav	229010,ITI LTD, Sultanpur Road, Raebareli	15330	• Administrative Charges(EPF & EDLI) (INR per man day) : 3.905 • Basic Wage(BW) plus Variable Dearness Allowance(VDA) (INR per man day) : 781 • Bonus (INR per man day) : 0 • EDLI (INR per man day) : 3.905 • ESI (INR per man day) : 25.38 • Estimated Number of Total Overtime Hours During Contract Period : 0 • House Rent Allowance (HRA) (INR per man day) : 62.48 • Optional Allowances 1 (INR per man day) : 0 • Optional Allowances 2 (INR per man day) : 0 • Optional Allowances 3 (INR per man day) : 0 • Per hour charges for Overtime : 0 • Provident Fund (INR per man day) : 93.72 • Uniform Outfit Allowance (INR per man day) : 39.05 • Uniform Washing Allowance (INR per man day) : 23.43

DGR Empanelled ESM Security Services (8395)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Category of Personnel	Ex-serviceman Armed Security Guard Male
Working Days in a Week	7
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Total number of man-days required during the contract period	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Total number of man-days required during the contract period	अतिरिक्त आवश्यकता /Additional Requirement
1	Dharmendra Kumar Yadav	229010,ITI LTD, Sultanpur Road, Raebareli	8395	• Administrative Charges(EPF & EDLI) (INR per man day) : 4.59 • Basic Wage(BW) plus Variable Dearness Allowance(VDA) (INR per man day) : 918 • Bonus (INR per man day) : 0 • EDLI (INR per man day) : 4.59 • ESI (INR per man day) : 29.83 • Estimated Number of Total Overtime Hours During Contract Period : 0 • House Rent Allowance (HRA) (INR per man day) : 73.44 • Optional Allowances 1 (INR per man day) : 0 • Optional Allowances 2 (INR per man day) : 0 • Optional Allowances 3 (INR per man day) : 0 • Per hour charges for Overtime : 0 • Provident Fund (INR per man day) : 110.16 • Uniform Outfit Allowance (INR per man day) : 45.9 • Uniform Washing Allowance (INR per man day) : 27.54

DGR Empanelled ESM Security Services (2190)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Category of Personnel	Ex-serviceman Security Supervisor
Working Days in a Week	7
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Total number of man-days required during the contract period	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Total number of man-days required during the contract period	अतिरिक्त आवश्यकता /Additional Requirement
1	Dharmendra Kumar Yadav	229010,ITI LTD, Sultanpur Road, Raebareli	2190	• Administrative Charges(EPF & EDLI) (INR per man day) : 5.19 • Basic Wage(BW) plus Variable Dearness Allowance(VDA) (INR per man day) : 1038.73 • Bonus (INR per man day) : 0 • EDLI (INR per man day) : 5.19 • ESI (INR per man day) : 33.758 • Estimated Number of Total Overtime Hours During Contract Period : 0 • House Rent Allowance (HRA) (INR per man day) : 83.1 • Optional Allowances 1 (INR per man day) : 0 • Optional Allowances 2 (INR per man day) : 0 • Optional Allowances 3 (INR per man day) : 0 • Per hour charges for Overtime : 0 • Provident Fund (INR per man day) : 115.38 • Uniform Outfit Allowance (INR per man day) : 51.94 • Uniform Washing Allowance (INR per man day) : 31.16

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

1. Generic

OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up

to 50 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 50 percent. Bidders are bound to accept the revised quantity or duration.
For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 50 percent with the consent of the service provider

2. **Buyer Added Bid Specific ATC**

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

3. **Buyer Added Bid Specific SLA**

File Attachment [Click here to view the file.](#)

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.

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer, is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. 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.
14. 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 catalogues 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. 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 shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

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 कार्यवाई 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---



BID DOCUMENT

**Service Contract for Engagement of a DGR-Sponsored ESM Security
Agency for Providing Security Services as Per Requirement
Mentioned in the Bid Document.**

***TENDER NO-** AS per GeM.
DUE DATE: As per GeM Bid.*

**DGM (HR&MM)
ITI LIMITED
(A Government of India Undertaking)
Sultanpur Road, RAE BARELI-229010 (U.P)
Visit us at <https://www.itiltd.in/>**

Notice Inviting Tender (NIT)

Engaging of DGR sponsored ESM Security Agency for Providing Security Services, in ITI Limited Factory Area and Township/ Doorbhash Nagar Colony.

ITI Limited, Raebareli urgently needs to deploy 71 Nos. of Security Personnel initially for a period of 12 months/01 Year (Extendable with the approval of ITI Management for one year based on satisfactory performance) from agencies/firms engaged in Security and Surveillance Services and having sponsorship from DGR Central, Lucknow.

Interested bidders (DGR-sponsored agencies for ITI Limited Raebareli) may submit their bids through the Government e-Marketplace (GeM) Portal under the Two-Bid System, comprising a Technical Bid and a Financial Bid, in accordance with the terms and conditions specified in the GeM Bid Document and the prescribed online bidding procedure. The bids shall be submitted online through the GeM Portal within the stipulated bid submission period and before the specified closing date and time. The terms and conditions of the GeM Bid Document and the GeM Portal shall be applicable.

The tender documents can be downloaded directly from our web site: www.itiltld.in & GeM Portal.

Sl. No.	Description	Information
1	Reference No. of tender document	As per GeM Bid Document.
2	Availability tender document	The tender document can be downloaded from GeM Portal & ITI website. www.itiltld.in .
3	Cost of tender document	NILL (Since DGR sponsored agencies are only eligible)
4	Last date & time for submission of bids	As per GeM Bid Documents
5	Date & time of opening of technical bids	As per GeM Bid Documents.
6	Opening of Financial Bids	As per GeM Bid Documents
7	Estimated Cost of the tender (approx)	Rs. 26,00,000/- (Rupees Twenty Six Lakhs Only) per month excluding GST
8	Earnest Money Deposit (EMD)	Rs 2,00,000/- (Rs Two Lakh only) of EMD in the name of "M/s ITI Limited Raebareli " shall be submitted by the bidder in the form of Account Payee DD, Insurance surety Bond, Fixed Deposit Receipt from a commercial Bank BG or any Valid Form as per govt. directives and upload scan copy of EMD and tracking details regarding the same on GeM portal. The address to send hard copy of EMD Document given as below : - Mr. Ramesh Chand Yadav DGM (HR&MM) ITI Limited, Sultanpur Road, Raebareli-229010 The Earnest Money Deposit (EMD) of unsuccessful tenderers/bidders shall be refunded after finalization of the tender, without any interest, in accordance with the applicable DGR guidelines, GeM General Terms and Conditions (GTC), and other relevant rules and provisions governing EMD.

9	Contact Person for queries (between 10AM to 15.30 hrs on working days only)	Dy. M (TA &Security) ITI Limited Doorbhash Nagar, Raebareli, U.P 229010 Phone : 0535-2287511/491 E-mail: ta_rbl@itilttd.co.in , security_rbl@itilttd.co.in
10	Validity	The bids submitted shall remain valid for a period of 90 days from the date of opening the Technical bid.

The service requirements are as follows:

Sr.No.	Particulars (Location of the Services)	Asst. Commandant cum Supervisor	Security Supervisor	Armed Gaurds	Security Gaurds
1	Factory & Township Area, ITI Limited Raebareli-229010 Area "C" as per DGR Criteria	1	5	23	42

Grand Total-71

Timings:

- A. Shift 06:00hrs to 14:00 hrs 1st shift
B. Shift 14:00hrs to 22:00 hrs 2nd shift
C. Shift 22:00hrs to 06:00 hrs 3rd shift
D. Shift 09:00 hrs to 05:00 hrs G shift or Any other shift timings, if any, would be intimated by ITI

Eligibility Criterion:

1. The contractor/agency/firm must DGR sponsorship from DGR central in favour of ITI Limited Rae Bareli for a minimum one year.
2. The agency should submit DGR Empanelment Letter from DGR, Any Registration Certificate from DGR, PAN of the security Agency/company, Aadhar & address details, Self-certified copies of all above documents to be attached along with the technical bids.
3. Offers of Bidders who are under suspension/banned/black-listed by any PSU/Govt. Department /PSU Banks/ or otherwise shall not be considered. Further, if any of the partners/directors of the contractor's organization /firm is blacklisted or having any criminal case against him, his tender shall not be considered. An Undertaking to this effect should be submitted.
4. The contractor shall comply with all applicable State and Central Laws, Statutory Rules, Regulations etc. such as Payment of Wages Act, Minimum Wages Act, Workmen Compensation Act, Employer's Liability Act, Industrial Dispute Act, Employers Provident Act, Employees State Insurance Scheme, Contract Labor (Regulation and Abolition) Act 1970, Payment of Bonus & Gratuity Act and any other applicable Rules and Regulations for labor as may be enacted by the Government during the tenure of the Contract and having force or jurisdiction at Site. The Contractor shall also give to the local Governing Body, Police and other relevant Authorities all such notices as may be required by the Law.

The duties performed by security agency would be:

1. Safeguarding the lives and property of ITI Limited Raebareli and its staffs/ customers/ visitors against robbery, dacoit, vandalism, mischief etc within the factory premises and Township of ITI Limited, Raebareli.
2. To watch the movement (entry and exit) of personnel, visitors and material in the aforesaid premises of ITI Limited Raebareli and proper maintenance of relevant records for submission of report to ITI when required.
3. To liaison with Local Police and Administrative authorities.
4. To pass on relevant vigilance information to ITI.
5. To conduct searches as and when required as per the instruction of the competent authority.
6. Blowing of hooters at the specified time.
7. To carry out joint locking and unlocking of departments, hangers, stores etc as per scheduled procedure.
8. An armed guard having a License of Pistol/Revolver/Rifle/Gun for all U.P shall be provided by the security agency to escort the Head of the unit.
9. Any other duties assigned by ITI management from time to time.

Contract Period:

The Contract will be initially for a period of One year with a provision of one-year extension subject to evaluation of the performance of service provider/Contractor by ITI before end of first year contract.

Payment Terms:

The payment shall be released on monthly basis after the close of each month against the invoice provided by the contractor through e-payment mode. The invoice for each Month shall be prepared on the basis of actual working hours of personnel deployed and subject to verification by ITI. The monthly bill for the above said contract shall be submitted by the contractor by the 7th day of the following month and payment shall be released upon satisfactory performance, after adjusting any cost borne by ITI due to any damages / unfavorable situations caused by the contractor or his employees. Income tax and other taxes and surcharge at source, as applicable will be deducted from payments at the prevailing rates. DA as revised time to time (06 monthly Basis) by Ministry of Labour & Employment /DGR shall be implemented accordingly.

Special Terms and Conditions:

1.No consortium will be allowed in this tender.

2. Asst. Commandant (Head-Supervisor) will report directly to Security Officer of ITI. In case of any theft or loss to property of ITI, if the loss is up to Rs 50,000/- then settlement of claim will be at Security officer level and above Rs 50,000/- up to Rs 5.0 Lakhs, claim settlement will be at HR Head level and for above Rs 5.0 Lakhs, Management officers headed by Head unit will decide the settlement of the claim.

3. Security agency should liaison with ITI administration, District administration and in case of theft or damage to the property or any dispute; the security agency will lodge the FIR in local police station with the consent of Security Officer.

4. If any of the security personnel is found absent from the duty or found negligent while performing duties, then appropriate punishment will be decided by the surveillance officer on duty and wages will be deducted accordingly as per recommendation of officer on duty or HR Head/ITI Management.

5. Ceremonial items (Leather Belts, Caps Peak, White spades for boots, Line yard, Muffler/Tie, Ankle leather boots) to be provided to guards for special duties without any extra charges to ITI to be issued to guards required for special VIP duties. During rainy and winter seasons Rain coats, Overcoats, bamboo/plastic sticks, Torch, Whistles etc.) shall be provided to the guards without any extra charges to ITI who perform duties at Building/premises. Cost of uniform and other items provided to Security Guards shall be part of services charges & other allowances and no separate recovery from the salary of security guard by contractor towards uniform expenses or any other expenses.

6. Unfurnished accommodation will be provided to security officials by ITI Limited Raebareli free of cost.

7. All other terms & conditions applicable as per DGR/Govt. guidelines.

8. Security Deposit/ Performance Guarantee:

Upon acceptance of Tender, the successful Bidder is required to deposit an amount 10% of the one month wage bills or as per DGR & Govt. Guidelines, as Security Deposit. The Security Deposit should be furnished before commencement of the work by the contractor. Security Deposit may be furnished in any one of the following forms: -

a. Demand Draft in favour of **"ITI Limited, Raebareli"** payable at Raebareli

b. The Security Deposit shall not carry any interest.

c. ITI reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the Contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contracts with ITI.

d. Security Deposit shall be refunded/ released to the Contractor after deducting all expenses /other amounts due to ITI, after completion of the contract + three months.

9. Security personnel shall be deployed at ITI premises only after the contract agreement, along with the personal details of the security guards, has been duly verified and approved by the authorized officials of ITI Limited.

10. In the event of replacement or change of any security guard, the Security Agency shall obtain prior approval from ITI Management by submitting a written request along with proper justification.

11. No wage/remuneration shall be paid to any staff member for the days of absence from duty. Attendance shall be verified through the Biometric Punch Machine and duly certified by the competent authority of ITI.

12. If any deployed manpower is found involved in any illegal activity or misconduct/bad behaviour, the Contractor shall terminate/remove such manpower as directed by the Competent Authority of ITI Limited and immediately deploy a suitable replacement in his place.

13. In the event of replacement or change of any security guard, the Security Agency shall obtain prior approval from ITI Management by submitting a written request along with proper justification.

14. All other terms and conditions shall be governed by the latest recommendations/guidelines issued by DGR from time to time, applicable Central Government and State Government rules and guidelines, and the applicable guidelines of the GeM Portal.

ITI Limited, Raebareli reserves the right to make changes/modifications in the tender document/terms and conditions and the bidder is required to abide by the decision of the ITI Limited Raebareli management.