



Notice Inviting Tender for Security Services (Un-Armed) at our Mumbai Works



BENGAL CHEMICALS & PHARMACEUTICALS LTD

(A Govt. of India Enterprise)

Bengal Chemicals & Pharmaceuticals Limited
6, Ganesh Chunder Avenue, Kolkata-700013

**Notice Inviting Tender for Security Services (Un-Armed) at our
Mumbai Works**

NIT

Tender No	LT/BCPL-Mumbai/Security Services/01/18-19
Tender Date	27 th June, 2018
EMD	Rs. 20,000/- in the form of Demand Draft / Banker's Cheque in favor of 'Bengal Chemicals & Pharmaceuticals Limited' Payable at Kolkata.
Address for Bid submission & Evaluation	Works Manager, Bengal Chemicals & Pharmaceuticals. 502, S.V. Savarkar Marg, Pravadevi, Mumbai -400 025.
Last date & Time of Bid Submission	17 th Aug, 2018 up to 2:30Pm
Opening of Bid	17 th Aug, 2018 at 3:00Pm
Venue for Bid submission & Opening	Works Manager, Bengal Chemicals & Pharmaceuticals. 502, S.V. Savarkar Marg, Pravadevi, Mumbai -400 025.

Bengal Chemicals & Pharmaceuticals Limited (A Govt. of India Enterprise) BCPL invites tenders in two bid system from eligible security service providers (ref to eligibility criteria for details) for providing 7 (Seven) security guards (Un-Armed) to our Mumbai Works @ 502, S.V. Savarkar Marg, Pravadevi, Mumbai - 400 025 for one year from the date of releasing work order.

Agencies registered under Director General Resettlement (DGR) for Security Services OR registered under Private Security Agencies (Regulation) Act, with minimum average annual turnover Rs. 50Lakh in the security business for in last 3 financial years. (ref to eligibility criteria A to L in page no: 2 for details)

Bid Submission Criteria:

All Bids to be submitted in Two Bid system (Technical & Commercial) duly sealed and superscripted with TECHNICAL BID, PRICE BID with tender no & date. Contents of technical bid must be EMD, accepted bid document (copy of duly signed and sealed this tender document) filled Annexure - I & II with all necessary supporting documents to support bidders eligibility criteria. (ref to bidders eligibility criteria A to L page no: 2) and the price bid should contain only the quoted rates as per the price in the given price bid format. **Only technically qualified bidders price bids will be evaluated.**

B. Malgund



Notice Inviting Tender for Security Services (Un-Armed) at our Mumbai Works

Ernest Money Deposit : Rs. 20,000 by DD or Banker's Cheque in favor of 'Bengal Chemicals & Pharmaceuticals Limited' Payable at Kolkata must be submitted in the Technical Bid. L1 bidders EMD will be returned (only the principle amount without any bank interest) after successful completion of contract, other un-successful bidders L2 & Others EMD will be returned within 15days from the date of awarding contract to L-1.

Contract Period: 365 Days from the date of releasing work order.

Bidders Eligibility Criteria:

The bidders to qualify the below criteria for participating in this tender, hence all bidders to submit relevant supporting documents of all the below parameters in the technical bid with signed and stamped by authorized person.

- A. Security Agency must be registered under Director General Resettlement (Defense) OR under Private Security Agencies (Regulation) Act.
- B. The Security Agency should be having valid ESI, EPF Code, Income Tax Account No, Service Tax Nos, and TAN (TDS Account Number)
- D. The Company should have minimum average annual turnover of Rs. 50 Lakh in last three financial year. Relevant supporting documents to be enclosed duly certified by the Chartered Accountant.
- E. The Company should possess adequate experience of Guarding and handling Electronic/Non-electronic gadgets, viz CCTV, Access Control and Basic Crowd Control Devices duly certified by the clients.
- F. The Company should be capable of providing adequate trained Guards & periodic training to deployed guards.
- G. The Company besides providing Security Services should be capable to monitor and control Traffic, Safety, and Parking & Trespassing.
- H. The company should also have its own training facility for training their personnel deployed.
- I. Current work order of minimum 10 staff with any central/State government organization. Relevant documents to be enclosed.
- J. Security Agency should have competent accountant in their account section for proper disbursement of salary.
- L. The respective challans of PF, ESIC, SERVICE TAX and other necessary documents should be submitted to BCPL, Mumbai every month along with invoice generated for next month. Non deposit of required challan will invite with holding of respective head payment.
- M. The number of security guards can increase or decrease as per the BCPL's requirement from time to time.
- N. Copy of PF, ESI, TAN, PAN & TIN
- O. Duly acknowledged copy of Income Tax return filed during the Previous financial year
- P. Service Tax Number and duly acknowledged copy of Service Tax return filed during the previous financial year
- Q. License under Contract Labor Act 1970, if any

AGENCIES not meeting above conditions need not apply.

VALIDITY OF OFFER:

Bidders shall keep their offer valid for a minimum of 45 days from the due date / extended due date (if any) of the tender-opening to place order within the offer validity.

NON-CONFORMANCE: Tenders not conforming to the above mentioned requirement are liable to be rejected.

T. Makawad



Notice Inviting Tender for Security Services (Un-Armed) at our Mumbai Works

RIGHT OF ACCEPTANCE / REJECTION

Mere issue of tender document and submission of bids does not necessarily qualify for consideration of bids Bengal Chemicals & Pharmaceuticals Ltd reserve the right to accept or reject any tender either in part or in full without assigning any reason whatsoever.

TERMS OF PAYMENT: Payment on Monthly basis through RTGS / NEFT.

Proof of PF & ESI submission (PF & ESI Challan Copy) must submitted to BCPL every month in order to obtain monthly payments from BCPL.

Scope of Work:

To provide 7 (Seven) security guards (Un-Armed) to our Mumbai Works @ 502, S.V. Savarkar Marg, Pravadevi, Mumbai – 400 025 for one year from the date of releasing work order, as per tender terms and conditions. Details scope of order as mentioned below

1. The Security Agency shall provide Security to BCPL Mumbai Works deploying fail-safe Security measures, providing early warning, and mobilizing trouble shooting elements.
2. Protection of property and personnel which includes Staff & Visitors also against willful harm; the organization / BCPL means All Gates, Activities Area, Parking area etc. all within the boundary of BCPL campus.
3. Protection of cash and documents, when so specified in transit.
4. Protect property/cash/documents of organization(BCPL) against burglary (where loss is due to entry after breaking the any entry lock/ door/window/grill).
5. Regulate control at gates, prevent miss-use of. BCPL grounds and fan, AC, Light, Lift by out-siders, neighboring areas, preventing trespassers, unauthorized parking, unauthorized construction, squatting in the BCPL Campus, prevent vandalism, breaking of twigs/ trees throwing of garbage /littering and ensuring cleanliness. Ensure proper & timely reporting of violations to supervisors.
6. Prevent loss that is on account of lapse in "access control measures" at Gates of the Institute.
7. Undertake fire fighting operations with provided equipment.
8. Prevent trespass in specified areas/offices.
9. Regulate parking of vehicles in designated areas of the Institute.
10. Provide security during official, social and religious functions inside the BCPL Campus.
11. Conduct security audits / surveys / investigations / consultancies as per requirements
12. Conduct periodic training of security guards of its own and Institute personnel.
13. Provide security for specific functions within the organization at BCPL.
13. Adhere to the Standard Operating Procedures (SOPs) given by the Director or his nominee which may be modified from time to time by the Director or his nominee.
14. The company should have an insurance cover from Insurance Company for public liabilities and thefts.
15. The company should have an investigation cell to carry out investigation of thefts, accidents or any other matter required from time to time.
16. The company should be able to provide extra security guards at ne day notice.
17. Carry out Any other job assigned by the Works Manager or his nominee in interest of Security of BCPL Mumbai Works.

T. H. Kulkarni



Notice Inviting Tender for Security Services (Un-Armed) at our Mumbai Works

Liabilities and Penalties

The Security Agency shall perform all the assigned jobs to the satisfaction of BCPL Mumbai and shall be liable for any loss or damage to Institute as stated herein:

1. The Security Agency and its staff shall take due and required steps and precautions to preserve from loss, destruction, waste and misuse, the areas of responsibility given to them and not knowingly lend to any person or Company, any effects or assets of BCPL Mumbai under its control.
2. In event of any loss being caused to BCPL, Mumbai that is prime-facie on account of the negligence and / or dereliction of duties by Security Agency or its staff, a Joint Committee comprising of a representative of BCPL Mumbai shall determine whether the loss is on account of Unsatisfactory performance of the Security Agency and in that case it will also determine the compensation to be paid to BCPL Mumbai by the Security Agency. The recommendations of the Joint committee will subject to the approval of the DF / MD of BCPL.
3. The liabilities up to Rs.20,000/- (Twenty Thousand) will be met by the Security Agency more than Rs. 20,000/- Security Agency may make good such a loss through an insurance cover if it has one, which would specifically enable payment of compensation to BCPL, Mumbai for the losses suffered due to negligence or poor performance by the Security Agency, and the compensation will be as per Insurance rules. Alternatively it should be covered by the Security Agency itself.
4. BCPL Mumbai premise is NO SMOKING ZONE. No Security Staff of the company should be found Smoking, eating pan, gutka or intoxicants / drugs.
5. Arbitration any disputes arising out of and in relation to this agreement will be settled to arbitrator appointed DF/MD of BCPL. The arbitration would be conducted and governed by and under the provisions of Arbitration Act 1996. Any legal dispute will be subject to jurisdiction of Kolkata Courts and no other Court shall have the jurisdiction.
6. In-case of unsatisfactory performance, either party (Security agency or BCPL) may terminate the contract with One Month (30days) written notice.

T. Makwana



Notice Inviting Tender for Security Services (Un-Armed) at our Mumbai Works

Price / Commercial Bid

(Should be quoted in bidders letter head in the given format below and duly signed and stamped, to put in the Price Bid Envelop)

Description	No of Guards	Charges per Guard per Month	Total for 7Gards per Month	Total for the year for 7Guards
Charges for Deputing Security Guards (Un-Armed) as per terms and conditions of Tender No: LT/BCPL-Mumbai/Security Services/01/18-19, Dated: 18 th June, 2018 @ BCPL Mumbai Works, 502, S.V. Savarkar Marg, Pravadevi, Mumbai – 400 025	07			
Administrative Charges @.....%				
# Total for the Contract of 7 Security guards for one year in Rs.				

Total for the Contract of 7 Security guards for one year in Rs. to include all charges, taxes etc. which will be firm for the contract period.

There should not be any other charges for uniform or any other levies.

**SIGNATURE OF THE CONTRACTOR
OR HIS AUTHORIZED SIGNATOR
DATE
ADDRESS WITH SEAL OF THE AGENCY / FIRM**

B. Malwan



Annexure-I

(To be filled and duly signed stamped and put in the technical Bid)

Questionnaire to be filled by the Company / Agency applying for tender for Security Contract at BCPL, Mumbai (each response/document must be given with proper reference in the following tender document)

1. Name of the Company/Agency (With add and Cell No) :
2. Registration No. of the Company/ Agency :
3. Details of any tie-ups (please attach details) :
4. Whether Registered with Labor Deptt. of Maharashtra Govt. :
5. ESI No (Attach Copy of Registration) :
6. EPF No(Attach copy of Registration) :
7. Service tax No :
8. Income Tax No. (Please attach attested copies of Registration Nos) :
9. Financial Status of the Bidder including Annual report of past 3 years duly authenticated by Chartered Accountant
10. Min Avg Annual Turnover. :
11. Experience in security business :

Signature of the Contractor or his
authorized signatory with seal of the
Agency/firm

S. Malawani



Annexure-II

(To be filled and duly signed stamped and put in the technical Bid)

ACCEPTANCE CERTIFICATE

(To be submitted along with technical bid)

I..... (Designation)..... of

(Name of the Company)

Have read and understood and hereby accept the terms and conditions of the tender for the Security Contract of BCPL, Mumbai

Signature of Authorized Signatory
Company Seal / Stamp

Date:

Place:

Works Manager,
Bengal Chemicals and Pharmaceuticals Limited
(A Govt of India Enterprise)
502, SV Savarkar Marg, Pravadevi,
Mumbai – 400 025

T. Makwana



-----End of The Tender Document-----