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भारत सरकार

Government of India

सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय

Ministry of Statistics and Programme Implementation

नेशनल सेम्पल सर्वे कार्यालय (क्षे.सं.प्र.)

National Sample Survey Office (Field Operations Division)

बी-ब्लॉक, प्रथम तल, संजय काम्पलेक्स जयेन्द्रगंज ग्वालियर म.प्र.प

जी-20011 / सुरक्षा कर्मी / सामान्य / म.प्र.प. / 2019-20

दिनांक 24.04.2019

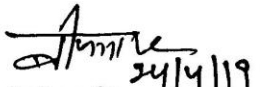
**विषय :-** क्षेत्रीय कार्यालय ग्वालियर तथा उपक्षेत्रीय कार्यालय उज्जैन, रतलाम, एवं शिवपुरी में सुरक्षा गार्ड (बिना हथियार) हेतु निविदाएं का आमंत्रण ।

क्षेत्रीय कार्यालय ग्वालियर तथा उपक्षेत्रीय कार्यालय उज्जैन, रतलाम एवं शिवपुरी में सुरक्षा गार्ड (बिना हथियार) हेतु प्रतिष्ठित सुरक्षा एजन्सी से सील बन्द लिफाफे में निविदाएं आमंत्रित की जाती है। निविदा निर्धारित प्रपत्र में होनी चाहिए। निविदा एक सील बंद लिफाफे में जिसके ऊपर "Tender for Security services at NSSO (FOD) Gwalior" अंकित हो, प्रेषित की जानी चाहिए निविदा के साथ EMD के रूप में रु 50000/- (पचास हजार मात्र का Demand draft, सहायक निदेशक NSSO (FOD), Gwalior, के पक्ष में देय हो संलग्न होना चाहिए। बिना निविदा के Quotations स्वीकार नहीं किया जायेगा। Quotations कार्यालय प्रमुख NSSO (FOD), B-Block, 1<sup>st</sup> Floor, Sanjay Complex, Jayendra Ganj, Lashkar, Gwalior. 474009 को सम्बोधित होने चाहिए। इस निविदा से सम्बन्धित प्रमुख तिथियां इस प्रकार हैं।

(1)	निविदा दस्तावेज जारी किए जाने की तिथि	:	25.04.2019
(2)	निविदा प्राप्त होने की अंतिम तिथि एवं समय	:	17.05.2019 up to 06.00 PM
(3)	Technical Bid खोले जाने की तिथि एवं समय	:	18.05.2019 at 11AM
(d)	Financial bid खोले जाने की तिथि एवं समय	:	बाद में अलग से सूचित किया जाएगा
(e)	निविदा खोलने का स्थान	:	नेशनल सेम्पल सर्वे कार्यालय (क्षे.सं.प्र.) बी-ब्लॉक, प्रथम तल, संजय काम्पलेक्स जयेन्द्रगंज ग्वालियर म.प्र.प ग्वालियर
(f)	Pre bid consultation session	:	29 <sup>th</sup> अप्रैल 2019, 11:30AM नेशनल सेम्पल सर्वे कार्यालय (क्षे.सं.प्र.) बी-ब्लॉक, प्रथम तल, संजय काम्पलेक्स जयेन्द्रगंज ग्वालियर म.प्र.प ग्वालियर

निर्धारित तिथि एवं समय के उपरान्त प्राप्त Quotations पर विचार नहीं किया जायेगा।

Tender document [www.mospi.gov.in](http://www.mospi.gov.in) पर उपलब्ध है।

  
(बी.पी. माझी)

सहायक निदेशक एवं कार्यालय प्रमुख  
बी.पी. माझी / B.P. MAJHI  
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**Sub: Quotations for engaging a Security agency for providing Security Guards (Without Arms) in NSSO (FOD) RO, Gwalior and its SROs at Ujjain, Ratlam and Shivpuri**

No- G-20011/Security Guards/MPW/2019-20

Date-24.04.2019

Sealed tenders are invited from reputed Security Agencies for providing Security Guards (without arms) to NSSO (FOD)RO, Gwalior and its SROs at Ujjain, Ratlam & Shivpuri. The quotations should be submitted in the formats enclosed only.

2. The quotations should be submitted in a sealed envelope super scribed as "Tender for SECURITY SERVICES AT NSSO (FOD) RO, Gwalior and at its SROs at Ujjain, Ratlam and Shivpuri".

The quotations must accompany an Earnest Money Deposit of 50,000/- (Rs Fifty Thousand only) in the form of a Demand Draft drawn in favor of Asstt. Director, NSSO (FOD) Gwalior. The quotations submitted without EMD (except for MSEs which are eligible for exemption) will be rejected summarily. The quotations should be addressed to the Head of Office, NSSO (FOD), B-Block, 1<sup>st</sup> Floor, Sanjay Complex, Jayendra Ganj, Lashkar, Gwalior - 474009.

3. The various crucial dates relating to "Tender for SECURITY SERVICES at NSSO (FOD) RO, Gwalior and SROs Ujjain, Ratlam and Shivpuri are cited as under:

(a)	Date of issue of Tender Documents	:	25/04/2019
(b)	Last date and time for submission of Tender Document:	:	17/05/2019 up to 06.00 PM
(c)	Date and time for opening of Technical Bid	:	18/5/2019 at 11AM
(d)	Date and time for opening of Financial Bid	:	At a later stage which will be communicated separately.
(e)	Place of opening of Technical & Financial bids	:	NATIONAL SAMPLE SURVERY OFFICE (FOD), B-Block, 1 <sup>st</sup> Floor, Sanjay Complex, JayendraGanj, Lashkar, Gwalior-474009
(f)	Pre bid consultation session	:	29 <sup>th</sup> April 2019, 11:30 AM, NATIONAL SAMPLE SURVERY OFFICE(FOD), B-Block, 1 <sup>st</sup> Floor, Sanjay Complex, JayendraGanj, Lashkar, Gwalior-474009

4. The quotations received after the stipulated time and date will not be entertained.

The tender document is available at [www.mospi.gov.in](http://www.mospi.gov.in)

  
(B.P. Majhi)

Head of Office

बी.पी. माझी / B.P. MAJHI  
सहायक निदेशक / Asstt. Director  
NSSO (FOD), ग्वालियर

Sealed tenders are invited under **Two Bid System**, i.e. (**Part-I Technical Bid and Part-II Financial Bid**) from reputed, professionally experienced and financially sound Security Agencies, who can provide Security guards (without arms) to **NATIONAL SAMPLE SURVEY OFFICE (FOD), 1<sup>st</sup> Floor, B-Block Sanjay Complex, Jayendra Ganj, Lashkar, Gwalior -474009 [hereinafter called NSSO (FOD)]** and its **Sub Regional Offices located at Shivpuri, Ujjain & Ratlam**. The contract will be initially for a period of one year, which may be extended further for one more year depending upon the service to the satisfaction of the NSSO (FOD).

**A. SCOPE OF THE WORK**

- a) Providing security services in the Office premises of NSSO (FOD)
- b) Keeping vigil against trespassing by strangers, intruders, unknown persons etc.
- c) Monitoring the movement of the persons coming to the office premises and going outside the office premises. When a visitor approaches the entry gate, the visitor's details will be noted in a Register kept with him. All the visitors leaving the office premises will be checked for any item being taken outside. Items taken out from the office premises by the staff/outsideers should have a valid pass.
- d) The scope of work may change during the period of the contract by mutual consent.

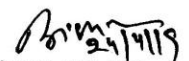
**B. ELEGIBILITY CRITEREA**

The Agencies that fulfills the following requirements shall be eligible to apply:

- a) The Agency should have a registered office at Gwalior.
- b) The Agency should have a Registration certificate, issued by the appropriate authority, required for running business in security services.
- c) The Agency should be registered under Labour Laws, EPF, ESI & Service Tax/GST.
- d) The Agency should have PAN/ TAN under Income Tax Act.
- e) The Agency should have minimum two years' experience in contractual security business after registration. (Exemption shall be given to the eligible MSEs on production of necessary certificate.)
- f) The Agency should have annual turnover of at least Rs 50 lakhs during the last two financial years.
- g) The Agency should have at least two running contracts of total annual value not less than Rs. 25 lakh each, in Govt offices/reputed firms/ educational institutions/ large shopping complex.
- h) The Agency should have at least 2(two) successfully carried out security contracts of 5 security guards or more in each contract, consisting of ex-servicemen or properly trained security guards/ supervisors during the last 2 financial years in Govt./ Semi-Govt./ Central Autonomous bodies.
- i) The Agency should not be **blacklisted** by any Government Department/Autonomous bodies.

**C. INSTRUCTIONS TO TENDERERS**

1. The Tender should be addressed to **Head of Office, NATIONAL SAMPLE SURVEY OFFICE (FOD), 1<sup>st</sup> Floor, B-Block, Sanjay Complex, Jayendra Ganj, Lashkar, Gwalior-474009 [hereinafter called NSSO (FOD)]**
2. The Tender is to be submitted in two parts comprising **Part-I Technical Bid & Part-II Financial Bid**. The Part-I (Technical Bid) should contain the Earnest Money Deposit (EMD) (Bid security) of Rs. 50,000/- (Rupees Fifty thousand only) and statement showing compliance with eligibility criteria/ mentioned in the Section-B, above. The part-II

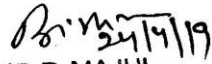
  
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(FinancialBid) should contain only the Financial offered as per the proforma- G. Both the parts should be properly marked and enclosed in separate sealed envelopes for their proper identification. The envelopes superscribed "TECHNICAL BID" and "FINANCIAL BID" should again be sealed in a third bigger envelope superscribing the tender No. and "Tender for Security Services at NSSO (FOD)". The part-I (Technical Bid) will be opened in the presence of the tenderers or their authorized representatives on the date of tender opening and the Part-II (Financial Bid) shall be opened after evaluation of Part-1. The Part-II (Financial Bid) shall be opened for only those tenderers who are found technically qualified to carry out the work, for which prior intimation shall be given indicating the date and time of Financial bid opening.

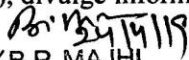
3. Tenders received after due date & time(17/5/2019,6pm) (Late Bid) and without EMD(except for those MSEs which are eligible for exemption) shall be rejected.
4. The NSSO(FOD) reserves the right to accept or reject any or all the offers without assigning any reason.
5. At any time, prior to the last date of submission of bids, the NSSO(FOD), for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bid document by amendment.
6. Tenders should remain valid for 90 days from the date of opening of tenders with a provision for suitable extension.
7. Tenderers should sign at each page of the documents confirming the acceptance of all the terms and conditions.
8. Tenderers are advised to attend the pre-bid consultation session and clear their doubts, in case, they have any, during the pre-bid consultation session. No doubts/queries will be entertained afterwards. The office shall not be responsible for any misinterpretation of the provisions of the tender document, on part of the firm/agency. The agencies/firms are advised to carefully go through the tender document before submitting bids to avoid disqualification at later stage.
9. The eligible MSEs seeking exemption for EMD, annual turnover & experience are instructed to submit self-certified Udyog Aadhar certificate issued by the competent authority, as per extant rules, failing which they will not be granted any exemption. In case it is found that the certificate is fake or forged either at the stage of technical evaluation or after the award of the contract, the bid/contract will be rejected/cancelled besides initiating legal action against the defaulting agency.
10. The tenderers are advised not to put the financial bid in the envelope earmarked for technical bid otherwise their tender will be rejected
11. The representatives of the bidders who wish to attend bid opening should bring authorization letter written on the letter head of the respective Agency/firm.

#### **D. TERMS & CONDITIONS**

1. The period of contract shall initially be for a period of one year from the date of awarding the contract extendable further for another one year on satisfactory performance with such Amendments as may be mutually agreed upon and also subject to the necessary approval of The Competent Authority. NSSO (FOD) also reserves the right to terminate the contract after giving 30 days' notice without assigning any reason thereof.
2. The Security Agency shall provide security arrangement for guarding the Office premises within the confined premises as required by the NSSO (FOD)
3. Moreover, the Security Agency shall also protect the NSSO (FOD) Office premises from anti-social elements, fire etc.
4. The Security Agency shall deploy the guards **below the age of 35 years**. Every personnel deputed by the Agency shall be literate and minimum educational qualification should be 8<sup>th</sup> pass.

  
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5. The security Agency personnel **should be smart, well dressed, and alert and properly turned out with boots/shoes, belt, caps, badges, etc; and carry an identity card duly attested by the Executive of Security Agency.** A Photocopy of his identity cards shall be given to the NSSO (FOD) for record, verification etc.
6. The Security Agency shall provide proper uniform (boots/shoes/badges etc.) to every personnel deployed by the agency in the NSSO (FOD) Office premises at their own cost and expenses.
7. The Security Agency shall ensure that before deputing the security staff, they will verify the antecedents from local police station of all their staff and provide the NSSO (FOD) a complete dossier of particulars of each security personnel proposed to be deployed. Non-compliance with this provision will be deemed to be violation of the contract, inviting penal action.
8. The NSSO (FOD) shall have the right to check up from time to time, the uniforms worn by the security personnel as well as their fitness to perform guard's duty to the satisfaction of the NSSO (FOD) shall also have the right to check and supervise the Security personnel on duty through a NSSO (FOD) level Security Executive committee (SEC) or any other representative to be named by the NSSO (FOD)'s administration. The decisions of the SEC shall be binding on the Security Agency.
9. The Agency shall furnish a detailed fortnightly duty chart of his employees for each shift and keep the NSSO (FOD) informed of any change in the list from time to time. The duty chart for the fortnight should give the specific names of employees and the respective duties. They are required to attend to a copy of the duty chart shall be displayed by him on the Notice Board also. The supervisor shall be responsible to monitor the deployment.
10. Security Agency shall comply with all statutory requirements existing as well as those promulgated from time to time viz. the payment of Minimum Wages Act, Provident Fund Act, Employee State Insurance Scheme, whichever is/are applicable to the organization of Security Agency and shall be held responsible, accountable, answerable, explainable, as the case may be, for the lapses committed by them in this regard. Further, Security Agency shall not involve the NSSO (FOD) in any way whatsoever in any dispute with regard to compliance of statutory provisions and in case of any violation of any law; the Security Agency shall be solely responsible. In case due to violation of any law including labour laws etc. any liability is put upon the NSSO (FOD), the Security Agency shall indemnify the NSSO (FOD) completely.
11. The contractor shall submit every month the proof of having deposit the amount of contribution claimed by him on account of ESI & EPF towards the persons deployed at NSSO (FOD) in their respective names before submitting the bill for the subsequent month. In case the contractor fails to do so, the amount claimed towards ESI & EPF contribution shall be withheld till submission of proof of payment by the contractor.
12. The personnel deployed by the Security Agency in the NSSO (FOD) shall be removed immediately if the NSSO (FOD) considers such removal is necessary on administrative grounds. The Security Agency shall also immediately remove any personnel who is found not to be discharging his duties properly or is of doubtful character and shall replace him with substitute personnel either on its own or on the demand of the NSSO (FOD).
13. The Security Agency shall maintain a register for marking the attendance by security personnel deployed by him, which shall be seen by the officer-in-charge every day.
14. Entry in the Office premises/complex is restricted. The guards on duty at the Main Gates/Reception will allow only the authorized persons to enter the NSSO (FOD) after making proper verification.
15. The Security Agency and the persons employed by him shall not divulge to outsiders any information about the equipment (s) installed in the NSSO (FOD), divulge information about

  
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the employees as well as the activities of the NSSO (FOD). The Agency will also have the responsibility to safeguard all the properties of NSSO(FOD).

16. The NSSO (FOD) shall have the right to adopt any measures/ set-up a system for ensuring proper performance of duty of security personnel deployed by the Agency, their being in proper uniform, punctuality etc.
17. The security personnel shall on duty for 8 (eight) working hours. Security Services will be provided in two shifts. The personnel shall not leave his place of duty/duty point until his reliever reports for duty. Deserting the place of duty/duty point by the security personnel without having been properly relieved will attract penalty points.

**18. The NSSO (FOD) would require following set of security personnel -**

Shift	Time	Guard	Remarks
I	09.30 AM to 18.00 PM	01	@
II	10.00 PM to 06.00 AM	04	*

- \* One each at NSSO (FOD) Gwalior and its Sub Regional Offices at Shivpuri, Ujjain & Ratlam
- @ Only one at NSSO (FOD) Gwalior.

**The number of guards required may increase or decrease during the contractual period as per the requirement of NSSO.**

19. The Security Agency shall be responsible for:-

- \* Proper deployment of the guards and maintenance of Visitors Register kept at the entrance with the security guard.
- \* Maintenance of proper records of gate passes in respect of material going out of the premises and to ensure proper security and approval before permitting any material to be taken out.
- \* Maintain liaison with the Administration of the NSSO (FOD)
- \* Carrying out any other tasks in case of emergency or as may be assigned by the NSSO (FOD), in respect of security related work.

20. The security Agency shall provide weekly off/holidays to their security person as per labour laws but it will be their responsibility to ensure uninterrupted services on all days throughout the year. No security personnel shall be deployed on double duty during consecutive duty timings. In case such a deployment is noticed, it would be viewed seriously and may result in termination of the contract. The security personnel on duty shall be rotated from one shift to another at proper frequency on 2 shift basis.
21. No residential accommodation, subsidized food or transport will be provided to the Security guards/ security supervisors or staff of the agency.
22. The Agency shall obtain adequate Insurance Policy in respect of his workmen to be engaged for the work, towards meeting the liability of compensation arising out due to death/injury/disablement during performing the duties at work place etc.
23. The payment for services shall be made on monthly basis through NEFT/ RTGS, on production of pre-receipted bill in duplicate, duly supported with the requisite details of the daily attendance and other records, which shall be open for inspection by the NSSO(FOD). The Final payment shall, however, be made only after the scrutiny of the bills.
24. The persons employed by the Agency for the security of the NSSO(FOD) will be the employees of the Security Agency and the NSSO(FOD) shall have nothing to do with their employment or non-employment. Under no circumstances any liability in respect of matters connected with their employment shall be held against the NSSO(FOD) and the Security

*B.P. MAJHI*

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- personnel employed by the Security Agency shall have no right whatsoever to claim employment from the NSSO (FOD).
25. The Security Agency shall undertake, at their own expense but to the satisfaction of the NSSO (FOD), a continual updating of skill, processes and procedures followed by the Security staff employed in the security of the NSSO(FOD) by organizing suitable training for them on the routine basis.
  26. The Security Agency shall be responsible for the good conduct and behavior of its employees. If any employee of the Security Agency is found misbehaving with the employees, Visitors of the NSSO (FOD), the Security Agency shall terminate the service of such employee at their own risk and responsibility. The Security Agency shall issue necessary instruction to its employees to act upon the instructions given by the NSSO (FOD).
  27. The Earnest Money Deposit (EMD) of Rs. 50,000/- (Rupees Fifty Thousand only) in the form of Demand Draft/Pay Order drawn in favour of Assist. Director NSSO (FOD), Gwalior" should be enclosed with the tender. The EMD should remain valid for a period of forty-five days beyond final bid validity period. The tender received without EMD would be summarily rejected. The earnest money deposited will be refunded to the tenderers whose offer has not been accepted within 90 days of opening of tenders.
  28. Contract of the Agency may be cancelled on violation of the contractual assignment.
  29. The successful Agency will be required to execute an agreement with NSSO (FOD) within the period specified in the award letter. In case the successful agency fails to enter into the Agreement with NSSO (FOD) within the specified date mentioned in the award letter, the EMD deposited by such Agency shall stand forfeited without giving any further notice.
  30. It is mandatory for the successful tenderer to submit performance Security Deposit amounting to 10% of the total contract value for one year in the form of Bank Guarantee/Fixed Deposit Receipt/Demand Draft in favour of Asstt. Director, NSSO (FOD) Gwalior as Performance Security. The Security Deposit should be valid beyond 60 days of the period of the contract. The Security Deposit will be returned without any interest after satisfactory completion of the contract process. This amount, however, be confiscated in case of refusal or failure to provide satisfactory services of backing out in midstream.
  31. The Agency would be responsible for the payment as per the Minimum Wage Act as notified from time to time. Any increase in the minimum wage would be provided by the NSSO(FOD) under the compliance of the MWA-1948
  32. **PENALTY CLAUSE:** - In case of any irregularities noticed, the penalty amount will be levied by NSSO (FOD) up to the extent of 10% of the monthly charges due for the relevant month, after issuing show cause notice to the agency and considering the explanation of the agency, if submitted within stipulated time, Such repeated irregularities will make the agency liable for cancelation of contract with forfeiture of the Security Deposit.
  33. **ARBITRATION CLAUSE:** - In case of any disputes between the parties viz. NSSO (FOD) on one hand and the agency/firm awarded the Contract on the other hand, arising out on account of scope of the work and other mandatory liabilities as stated in the Tender Document/Contract Agreement, the dispute shall be referred to an arbitrator as per Arbitration and Reconciliation Act 1996, in M.P. Gwalior jurisdiction or as per the directions of Ministry of Statistics & Programme Implementation, Govt of India.
  34. **Evaluation Criteria:** - The Technical bids will be scrutinized on the basis of Eligibility Criteria as mentioned in Section-B. Financial bids will be opened only for the technically qualified (responsive tender) bids. L1 (Lowest Responsive Bid) would be decided on the basis of monthly expenditure taken together.

24/11/19

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**E-LIST OF DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID**

1. Earnest Money Deposit in the form of **Bank Draft**.
2. Attested copy of valid Registration No. of the Security Agency issued by the appropriate authority.
3. Attested copy of PAN Card under Income Tax Act.
4. Attested copy of valid Service Tax/GST registration certificate.
5. Attested copy of Registration and License No. of the Agency under Contract Labour (Regulation & Abolition) Act.
6. Attested copy of registration under EPFO.
7. Attested copy of registration under ESI.
8. Proof of at least two successfully carried out security contracts of 5 or more security guards in each contract, consisting of only ex-servicemen or properly trained security guards/supervisors during the last 2 years in Govt./Semi-Govt./Central Autonomous bodies.
9. Proof of at least 2(two) running contracts for providing security guards.
10. Proof of annual turnover duly certified by the Chartered Accountant, for the last 2 financial years.
11. An undertaking that the security agency has not been **blacklisted** by any Government Department/autonomous bodies as on the date of submission of the bid.
12. Self certified Udyog Aadhar certificate issued by the competent authority, for seeking exemption from EMD, annual turnover & experience.(for eligible MSEs only)

**Note: The firm/agency is advised to ensure that all the documents/bid formats are duly enclosed with the tender document else their tender may be rejected.**

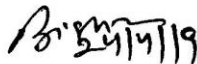
१०/५/१९  
बी.पी. माझी / B.P. MAJHI  
सहायक निदेशक / Asstt. Director  
NSSO (FOD) म.प्र.पं. ग्वालियर



**F. PROFORMA FOR TECHNICAL BID (PART-I)**

1. **Name of the Agency**
2. **Office Address**  
Tel No.  
FAX No.  
E-Mail Address
3. **Name of the Authorized Representative (s)**

4.	Documents	Enclosed	Not Enclosed
	Attested registration certificate of the Security Agency issued by the appropriate authority		
	Attested copy of valid labour license from the Regional Labour Commissioner for specific number required for the contract under Contract Labour (Regulation & Abolition) Act, 1970		
	Attested copy of valid Service Tax/GST registration certificate		
	Attested copy of registration under EPFO		
	Attested copy of registration under ESI		
	Proof of at least two successfully carried out security contracts consisting of 5 or more security guards in each contract, of only ex-servicemen or properly trained security guard/supervisors during the last 2 years in Govt./Semi-Govt./Central Autonomous bodies.		
	Proof of at least 2(two) running contracts for providing security guards		
	Attested Copy of PAN card		
	An undertaking that the security agency has not been blacklisted by any Government department/ autonomous bodies as on the date of submission of the bid.		
	Earnest Money Deposit (EMD) DD worth Rs 50,000/-		
	Turnover certificate for the last two financial years(2017-18& 2018-19) duly attested/certified by the Chartered Accountant of the Agency/firm		

  
 बी.पी. माझी / B.P. MAJHI  
 सहायक निदेशक / Asstt. Director  
 NSSO (FOD) म.प्र.घं. ग्वालियर

## 5. Turnover during the last two years\*

Financial Year	Turnover (in Rs)
2017-18	
2018-19	

\*This should be duly certified by the Chartered Accountant of Company/ Firms, etc.

6. Details of EMD:

Amount:

DD No.....

Bank.....

Date.....

**7. Details of at least two successfully carried out security contracts in Central Govt/ StateGovt. /Semi-Govt/Central Autonomous bodies during the last two financial years as per the attached Proforma:-**

Financial Year	Name of the Employer with Address & Tel No.	Details of Contract (Period of Contract with dates of Commencement and termination).	Total Number of Security Guards Employed
2017-18			
2018-19			

Enclose extra sheets if required.

We confirm that we will abide by all the terms and conditions and we don't have any counter condition.

Signature of authorized person of the Agency with seal

Full Name: - .....

Place:

Date

*B. P. MAJHI*  
24/5/18  
बी.पी. माझी / B.P. MAJHI  
सहायक निदेशक / Asstt. Director  
NSSO (FOD) म.प्र.पं. ग्वालियर

**G. PROFORMA FOR FINANCIAL BID (PART-II)**

Sl. No.	Item Description	Charges for one security Guard(without arms) per month	
		Gwalior & Ujjain(Area B)	Ratlam & Shivpuri(Area C)
1.	Minimum wages per month		
2.	EPF (%)		
3.	ESI (%)		
4.	Service Charge on minimum wages @		
5.	TOTAL (1 to 4)		
6.	Service tax/GST (%)		
7.	Grand Total per month		

@ If a firm quotes "Nil" charges/consideration, the bid shall be treated as unresponsive and will not be considered, vide Ministry of Finance OM No. 29(1)/2014-PPD dated 28<sup>th</sup> January 2014.

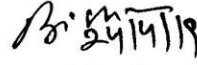
1. I/We also confirm that we will abide all the terms and condition and I/we do not have any counter conditions. I/We have inspected the Security Point/areas in NSSO (FOD) Office premises and fully understood the operational aspects.
2. I/We are aware that we will be solely responsible for observing the service conditions of the personnel deployed as per the prevailing statutory directives from the relevant controlling authorities, including Police Verification.

**Signature of the authorized person of the Agency with seal**

**Full Name: -.....**

**Place:**

**Date:**

  
 बी.पी. माझी / B.P. MAJHI  
 सहायक निदेशक / Asstt. Director  
 NSSO (FOD) म.प्र.पं. ग्वालियर