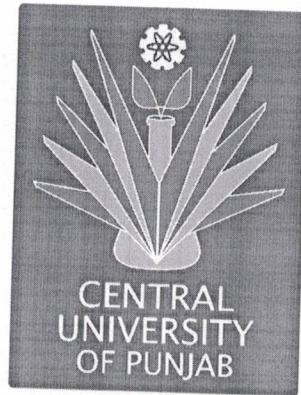


CENTRAL UNIVERSITY OF PUNJAB

Established vide Act No. 25 (2009) of Parliament

EOI No.: EOI- CUPB/EOI/17/001 Dated 16.02.2017

*amended and corrected
form
16.2.17*



Expression of Interest for Providing Security Services/Arrangements for City/Main Campus of Central University Of Punjab, Bathinda, Punjab.

1. The EOI may be submitted to Registrar, Central University of Punjab through registered post, by post or in person on or before 03.03.2017, 1700 hrs.
2. The prospective bidders participating in this EOI and found eligible shall only be considered for further tendering process.

City Campus, Mansa Road, Bathinda- 151001,
E-mail: registrar@cup.ac.in, Tel: 0164-2864125,91-9891303027 (Security Officer)

[Signature]

Notice Inviting Expression of Interest

Location/ Site Details for Security Services

1. Address of site : Central University of Punjab Main campus, Bathinda
2. Location : Badal Road Ghudda/ Bathinda, Punjab
3. Scope of work : As per Annexure A, B & C
4. Definition of work : Providing security services in the main/City campus of Central University of Bathinda.

Introduction

Central university of Punjab in Bathinda was established through an act of parliament in 2009. The university has come a long way during the past seven years and made its presence felt in the field of teaching and research activities. The university building consisting of Admin Block, Academic Block, Hostels of boys and girls, Mess, Guest House, Auditorium etc . Area wise details of Covered/ uncovered area is shown in Annexure "B".

1. Details of work

To provide security services in the Main/City Campus of Central University Of Punjab, Bathinda as per details shown in Annexure, A, B & C.

2. Instructions to the bidders

This invitation of EOI is open to all perspective bidders who otherwise have not been debarred/ black listed by any Govt organization/ PSU/institutions/Autonomous Organization. The agency submitting the EOI shall be requested to submit a certificate duly notarized to this effect.

3. The agency shall acquaint it self fully with the university site conditions and the working requirement. It is advised to do a complete survey of the scope of the work. No compensation thereafter will be entertained at a later date.
4. The bidder must be a legally constituted firm, partnership firm, limited Company. Or corporate body who possesses the required license, registration etc. as per law.
5. Minimum Financial turnover at least for the one financial year ending 31st march 2017 should not be less than Rs 1 crore.
6. The Service Provider should possess workforce possessing adequate experience of Guarding and handling Electronic/Non-electronic gadgets, like CCTV, Walky-Talky, Excess Control and Basic Crowd Control Devices duly certified by the client.

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7. License of Walky- Talky shall be in the name of Central University of Punjab, Bathinda.
8. The Service Provider should be capable to provide trained and skilled workforce **in prescribed neat and clean uniform according to season affixing thereon the badge mentioning the name of duty bearer or person on duty, designation of the worker and these must be provided by the agency at its own cost.**
9. There should be no case pending with the police against the proprietor /firm/any partner/ or the company (Bidder)
10. The agency shall have the following registrations and details of the same be provided
 - a. EPF Registration Certificate.
 - b. ESI Registration Certificate.
 - c. Chartered Accountant's Certified Copies of Income Tax Return filed during last 1 financial years.
 - d. PAN Number and TIN (Tax Identification No.).
 - e. Service Tax Number and duly acknowledged copy of Service Tax Return filed during the previous financial year.
 - f. License under Contract Labour Act 1970, if any.
 - g. TAN (TDS Account Number).
 - h. Registration with the respective Agency.
11. The Service Provider should have details of any legal suit/ legal action of civil or criminal nature pending including with regard to any violation in the EPF Act, ESI Act, Labour Laws, Income Tax, etc.
12. The Service Provider should have the certificate that it is operating in compliance with the provisions of respective rules and regulations.
13. The Service Provider should have the certificate that it holds the requisite permission to carry on this work.
14. The Service Provider shall furnish the details regarding the total number of works undertaken or services rendered worth more than Rs.25 lacs per annum during the last three years. The Service Provider **should possess experience of** providing above referred services.
15. The Service Provider should have demonstrable capacity and ability to provide adequate manpower. In this connection, the Service Provider should have documents or evidence of having provided trained security guards to its other clients at short notices.
16. The Service Provider should be able to provide round the clock (24x7) security van, fully equipped with modern gadgets and personnel.
17. All costs incurred in connection with submission of EOI like preparation, submission, any personal visits for seeing the locations shall be borne by the agency.

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18. The bidder must ensure the minimum standard of skill for each category of staff required for proper up keep of university campus.
19. The staff to be provided by the agency will always carry/ wear I Cards with them for verification while working on the campus. Summer/winter uniforms along with other required articles and safety items to the employees as required under law shall be provided by the agency.
20. The staff to be provided by the agency should be in the age group of 18 to 55 years and all the persons to be provided should be of good moral character, Medically fit and antecedent verification should be got done from concerned authority by the agency.
21. The university being a NO Smoking Zone so the agency should ensure that its employees do not smoke while working in the university campus. They will also not indulge on drinking alcohol or any other intoxicants.
22. The agency shall be liable for full fidelity of the personnel to be provided and in case any pilferage/ damage/theft/shortage is caused to the property of the university due to the carelessness of the persons deployed by the agency, the value as assessed by the designated officer shall be recoverable from the payment of the agency.
23. The agency shall not pay to the persons engaged by firm less than the minimum wages as approved under minimum wages act/collector rate from time to time.
24. The CUP will not be liable to pay any amount other than settled in the contract. Any payment under the provisions of the ESI act 1948, workman compensation act 1923, payment of gratuity act 1948 and employees provident fund and misc. provisions act 1952, or any other statutory liabilities shall be made by the agency and challans/ receipts to be produced monthly/ quarterly.
24. Shift wise attendance register will be maintained by the agency.
25. Agency to maintain all records/ registers as required to be maintained under various labour laws and other statutory laws.
26. Cup reserves the right to modify, amend or supplement this document including all formats and Annexure at any time prior to the last date for receipts of offers.
27. The agency should designate one person to represent the company in its dealings with CUPB.
28. Firm should come fully prepared for presentation at fixed date & time.
29. All the equipment required for security services will be arranged by the agency.
30. The firms participation in this EOI may be considered while inviting the tenders.
31. Central University of Punjab reserves the right to accept or reject any or all the bidders without assigning any reason.

Date of EOI shall be submitted to the Registrar of the Central University of Punjab, Bathinda on or before **3rd March 2017 at 05:00 Pm** through registered post or in person.

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Annexure - A

Minimum Requirements of Security Staff and Equipments

LIST OF EQUIPMENT:

Nomenclature	Minimum Qty
Hand held walkie –Talkie	20
Paddle cycles	10
Hand held metal detector	6
DFMD	6
vehicle checking mirror	03
Mobile(CUG)	10
Patrolling vehicle for average travel of 1000 K.m. per month (Four Wheeler)	1

a. Security Guard Ex. Servicemen:

Age: Between 18-55 years
Character: Exemplary
Education Qualifications: Army first class or matriculate.
Physical Standards: Height 5 ft 7 inches minimum. (Except hill man/ tribes.)
 Physically fit and weight must be correspondence with age and height.

b. Security Guards Civilians:

Age: Between 18-55 years
Character: Good
Education Qualifications: Minimum Matriculate
Physical Standards: Height 5 ft 7 inches minimum. (Except hill man/ tribes.) Physically fit and weight must be correspondence with age and height.

c. Supervisors:

Age: Not more than 55 yrs in case of Ex-Servicemen and 45 years in case of Civilians.
Character: Exemplary in case of Ex servicemen and Good in case of Civilians
Education Qualifications: JCO rank in case of Ex-Serviceman & Minimum graduates in case of a civilian with at least 3 years experience.

1. The Guards to be supplied in the ratio of 50% Ex-serviceman and 50% civilians. The University will have liberty to change this ratio, should the University consider this change necessary for better security. In addition, the University will have liberty to increase/ decrease the total number of Guards by giving at least one week's notice to the Service Provider.
2. It would be desirable that the Security Staff provided should have knowledge of Fire Fighting, First Aid, disaster management, Scooter/ Motor Cycle/LMV Driving & handling Wire-less communication equipment.
3. All Guards & Supervisors should have working knowledge of HINDI/ENGLISH/ PUNJABI.

For the maintenance of the campus Security, contact agency will be reporting to Security officer.




Annexure - B

Details Of Security Post/Arrangements to be maintained at City Campus Bathinda

1. Main Gate
2. Administrative Block
 - a. V. C Office
 - b. Main Gate
3. Academic Block
 - a. Library
 - b. Reading Room
 - c. Computer Center
 - d. Gate No.2
 - e. Gate No.3
4. Boys Hostel
 - a. Hostel No.1
 - b. Hostel No.2
5. Girls Hostel
 - a. Hostel No.1
 - b. Hostel No.2
 - c. Hostel No.3
6. Parking Area

- Total area of campus is 37.131 Acre
- Scope of the work may increased/decreased as per actual requirements of university.

Read and accepted
(Signature and Stamp of the Bidder)

Tom *Mush*

Annexure - C

Details Of Security Post/Arrangements to be maintained at Main Campus, Central University of Punjab, Ghudda (Bathinda)

1. Main Gate (Gate No.1)
2. Gate No.2
3. Academic Block
4. Boys Hostel
5. Girls Hostel
6. Residential Area
7. Parking Area
 - The total area of main campus is about 500 Acres duly encircled by Boundary wall.
 - The prospective bidders may survey/visit the campus before summiting EOI.
 - Scope of the work may increased/decreased as per actual requirements of university.

Read and accepted
(Signature and Stamp of the Bidder)

For Muesh

APPLICATION FORM

To be Filled Completely and Signed

1. Contact details of the head office of proposing firm:
 - a. Name-
 - b. Address-
 - c. Tel. No.-
 - d. Fax -
 - e. Email -
 - f. Web site (If any)
2. Name and full address of local office of proposing firm nearest to Bathinda:
 - a. Name-
 - b. Address-
 - c. Tel. No.-
 - d. Fax -
 - e. Email -
 - f. Web site (If any)
3. Name of advising bank and account number:
4. PAN and TAN Number:
5. Any other relevant information:

Form *Mudh*

FORMAT FOR NOT BLACKLISTING OF SUPPLIER

I/ We _____ Manufacturer/partner/Authorized Distributor/Agent (strike out which is not applicable) of (Supplier) _____ do hereby declare and solemnly affirm that the individual/firm/company is not black-listed by the Union/State Government/Autonomous body. Any partner or shareholder thereof is not directly or indirectly connected with or has any subsisting inters in business of my/our firm.

DEPONENT

Address _____

I/ We hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed.

Dated:

DEPONENT



DECLARATION BY SUPPLIER

"It is certified that I/we have carefully read and understood the entire terms and conditions of these documents and agree to abide by all of these. All the information and commitments provided with the bids are truthful and binding on the firm."

Place:

Signature of Authorized Person

Date:

Designation Seal

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CHECK LIST

(TO BE FILLED COMPLETELY & PLACED IN ENVELOPE)

Sr. No. Points to be verified

Yes/ No

1. Photocopy of PAN and TAN card.
2. Copy of income tax return certificate.
3. Spare part availability certificate.
4. Sales tax registration certificate.
5. Site Preparation (Pre installation requirements) List
6. Copy of "General Terms and Conditions" signed and stamped on each page.
7. Affidavit duly attested by the Oath Commissioner/Executive Magistrate regarding non-black listing of supplier attached.
8. In case of authorized agent/distributor whether certificate/authorization letter for the same issued by the manufacturer attached.

Place:

Signature of Authorized Person

Date:

Designation Seal

