

हाउसिंग एण्ड अर्बन डेवेलपमेंट कॉर्पोरेशन लिमिटेड (भारत सरकार का उपक्रम) Housing and Urban Development Corporation Ltd. (A Government of India Enterprise)

मणिपाल सेंटर, नॉर्थ ब्लॉक, 7 वीं मंजिल, यूनिट सं 703 और 704 सं. 47, डिकेंसन रोड, बेंगलूरु - 560 042.

दूरभाष : 080-25587009,10 / 25582602 फैक्स : 25598748, ईमेल : hudcobro@gmail.com जी एस टी नं : 29AAACH0632A1Z9, सीआईएन : L74899DL1970GOI005276

Manipal Centre, North Block, 7th Floor. Unit 703 &amp; 704, No.47, Dickenson Road, Bengaluru - 560 042

Tel: 080-25587009,10 / 25582602, Fax: 25598748, Email: hudcobro@gmail.com, GST No: 29AAACH0632A1Z9, CIN: L74899DL1970GOI005276

NO.HUDCO/BRO/SECURITY SERVICES/2022

06/12/2022

**Sub: Notice inviting Tender for Security Services for HUDCO Bangalore Regional Office Secured Assets**

Dear Sir / Madam,

Housing and Urban Development Corporation Limited (HUDCO) is a Government of India Enterprise under the Administrative control of Ministry of Housing and Urban Affairs, Government of India with the main objectives of encouraging housing activities in the Country besides providing financial assistance for Affordable housing, Infrastructure and other projects catering to the needs of every section of the Society.

HUDCO Bangalore Regional Office would like to invite tender from qualified / reputed service providers for providing **Security Services for HUDCO Bangalore Regional Office Secured Assets** at

| Sl No | Address of the property                                                                                                                                                                                                                                                                                                                     |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | M/s. Vikat Hotels Private Limited land admeasuring 1114.60 sqm (11993 sq.foot) of plot situated in composite site new No 70 (old Nos. 69&70, Oldest Nos. 100&100/1 and formerly Nos. 15 D &15 E), Residency Road, Ward No 76, Bangalore and building constructed thereon                                                                    |
| 2     | M/s Avva Developers No.13 (old Nos.356 & 358), Bangalore Mahanagara Palike Property ID (PID) No.50-3-13 measuring East to West 83' (Eighty Three Feet) and North to South: 48' (Forty Eight feet) in all measuring 3984 Sft., situated at Shraddhananda Bhavan Road, Vishveshwarapuram, Bangalore- 560 004 and building constructed thereon |
| 3     | M/s Duo Hotels & Resorts Pvt Ltd at Site No.134, Land admeasuring 8220S q.f 6th Cross, Gandhinagar, Bangalore and building constructed thereon                                                                                                                                                                                              |

Interested service providers may submit the tender / offer in the proforma enclosed. You may also note the following general terms and conditions applicable in this regard while submitting tender / offer.

- The tender should be in three separate sealed covers containing
  - EMD
  - Technical Bid (Details in Annexure-I)
  - Financial Bid (Details in Annexure-II)

आई एस ओ 9001 : 2015 प्रामाणित कंपनी AN ISO 9001 : 2015 CERTIFIED COMPANY

पंजीकृत कार्यालय : कोर 7ए, हडको भवन, इंडिया हैबिटेट सेंटर लोधी रोड, नई दिल्ली - 110 003

दूरभाष 011-24649610-23, फैक्स : 011-24625308, ईमेल : hudco@hudco.org, Visit us at: www.hudco.org

Regd. Office: Core-7A, HUDCO Bhawan, India Habitat Centre, Lodhi Road, New Delhi - 110 003

Phone: (EPABX) 011-24649610-23, Fax: 011-24625308, Email: hudco@hudco.org, Visit us at: www.hudco.org

GST No: 07AAACH0632A1ZF, CIN: L74899DL1970GOI005276



Profitability with Social Justice



All the above documents should be placed in one sealed cover for each of the properties for each of the properties super scribing on top "**Providing Security Services at HUDCO's Secured Assets premises at (by mentioning the name of each property)** " with the name and full address of your organization and should be sent to:

The Regional Chief  
HUDCO Regional Office  
Manipal centre, North Block  
Unit No.703-704,  
47, Dickenson Road  
BANGALORE – 560 042

so as to reach latest by **26/12/2022 (1.00PM)**. The **EMD and Technical Bid** will be opened on **26/12/2022 at 5.00 p.m.** and the **Financial Bid** of the technically qualified firms will be opened subsequently. The representative of bidders can participate in tender opening, if so desired.

The tender/ bids may be sent by courier/ Registered post or dropped in the tender box kept near the entrance at Reception counter of HUDCO Regional office.

Quotation should be complete in all respects and should reach latest by stipulated date and time.

1. Bid must accompany proof of EMD of **Rs.7500/-** (Rupees Seven Thousand Five Hundred only) for each of the properties may be deposited through RTGS/NEFT and confirmation copy/UTR number of the same may be enclosed along with Annexure-I. The bank details are given below :

|                     |                                  |
|---------------------|----------------------------------|
| Name of Beneficiary | HUDCO Ltd.                       |
| Bank Name & Branch  | ICICI Bank, Bengaluru Branch     |
| A/c Type & A/c No.  | Current Account No. 000205033714 |
| IFSC Code           | ICIC0000002                      |

2. EMD of unsuccessful bidder shall be refunded. No interest will be paid on EMD amount. Quotations without EMD shall be considered unresponsive and rejected.
3. The Security Deposit will have to be paid by the successful tenderers at the rate of 3% of the tendered value through online mode favouring or in the shape of bank guarantee in favour of HUDCO Ltd.

|                     |                                  |
|---------------------|----------------------------------|
| Name of Beneficiary | HUDCO Ltd.                       |
| Bank Name & Branch  | ICICI Bank, Bengaluru Branch     |
| A/c Type & A/c No.  | Current Account No. 000205033714 |
| IFSC Code           | ICIC0000002                      |

If agreed, Security Deposit can also be paid by bidder through deductions from the monthly running bills @10% of the gross amount of the bill till the sum amounts to 3% of the tendered value of the work.

No interest will be paid on Security Deposit amount.

4. Bids should be submitted in the prescribed format (given at Annexure-I, II, II(a),III) within the above stated period. However, the bids are liable to be rejected outright and shall not be evaluated if the bidder fails to meet the deadline.

Successful bidder is required to submit Annexure IV & V periodically along with monthly bills.

5. The Bidder should have a registered office at Bangalore.
6. The rates quoted should clearly specify the applicable GST and at what rate. In case, this information is not provided in the quotation, it would be assumed that the rates quoted are inclusive of all types of taxes/levies.
7. Any modification / change in offer after the opening date will not be considered.
8. Bidder, before submitting quotation/offer, should clearly understand HUDCO's requirement and in case, any information / clarification is required, he / she may visit HUDCO office during working days (Monday to Friday between 9.30 am to 6.00 pm) and contact Shri K H Keshavamurthy, Dy GM(Projects), HUDCO Ltd , Bengaluru , ph 9449861993. It may be noted that no clarification / information after the last date of receipt of quotation would be entertained/provided. Bidders are advised to inspect the site and obtain first hand observation before submitting their quotation/offer.
9. Conditional quotation and quotations received late will not be considered. HUDCO will not be responsible for the postal delay, if any.
10. The bidders must have to be registered with the concerned Local Body for supply of manpower for carrying out the security services. The firm should be in existence for minimum three years.
11. The bidder should quote the rate in both figures and words, legibly in English such a way as to give no scope for misinterpretation. If there is a discrepancy between words and figures, the amount in words shall prevail. If the bidder does not accept the correction of the errors, his/her bid shall be rejected.
12. HUDCO has a right to call for clarification/evidences/supporting documents etc. during the evaluation of technical bid.
13. Work Order shall be issued to the bidder who has quoted lowest amount (L1). In case of tie in the bid amount, bidder shall be considered in the order of more turnover. The copy of the audited financial statement of the Bidder for last three financial years to be submitted along with technical bid.
14. All taxes and levies should be clearly mentioned in the bid. No extra cost will be paid, if any.
15. Tender with rates quoted below the rates as per minimum rates of wages applicable will be rejected.

16. The quoted rate contract per month should be shown separately as minimum wage per month, service charges, EPF, ESI etc. Minimum wage per month quoted should be excluding GST. *The Bidder should possess valid GST Registration Certificate.*
17. The Bidder shall be responsible for the welfare of its security guards/ employees as per the various Government acts and Regulations whether Central or state.
18. The Bidder will be responsible to compensate for any loss or damage or theft caused by his/her staff while rendering the said services by adjustment from monthly bill.
19. The Bidder will be responsible for the payment to his staff employed for carrying out the said work and this office shall in no event be liable or responsible for any such payment.
20. The minimum wages declared by the Labour Authority (Central Sphere) from time to time shall be applicable to the staff employed by the Bidder.
21. HUDCO shall have the right to terminate the contract if the services are found unsatisfactory and HUDCO's decision in this regard shall be final.
22. The matters of dispute arising out of this, if any, the final decision on such disputes would be vested with the Regional Chief of HUDCO Regional Office, Bengaluru and such decision would be binding on Bidder.
23. HUDCO reserves the right to accept or reject any or all the quotations without assigning any reason.
24. The validity of the quotations will be for 3 months from the date of receipt of the quotations.
25. Once the tender is accepted, the finalized rate would be applicable normally for one year from the date of acceptance. No change in rates will be entertained.
26. The tender is initially for a period of one year and may be extended for a further period of 12 months with mutual consent on satisfactory performance during Tender Period on the same terms and conditions and rates.
27. No advance payment in any case would be made. However, monthly payment after satisfactory completion of each month would be made.
28. The Bidder shall be required to issue tax invoice in accordance with GST Act and/or Rules so that input credit can be availed by HUDCO. In the event that the Contractor/ vendor fails to provide the invoice in the form and manner prescribed under the GST Act read with GST invoicing Rules thereunder. The GST Number of HUDCO Bengaluru Regional Office is **29AAACH0632A1Z9**.

29. The quoted price shall be exclusive of all taxes including "Goods and Services Tax" (hereinafter called GST) i.e. IGST or CGST and SGST/UTGST applicable in case of interstate supply or intra state supply respectively and GST compensation Cess if applicable).
30. The Bidder shall ensure the compliance of the statutory provisions under including labour legislations, GST etc.
31. The bidder to ensure the deposition of GST liability and return filing as per the schedule dates and in case of any lapse on the part of bidder in regard to non-uploading/incorrect uploading of invoice particulars on GST Portal, in case of any non-allowance of GST input Credit to HUDCO and interest or penalty, if any levied on HUDCO due to any of the above then same will be recovered from the supplier/service provider.
32. Proper measure should be taken care to pass on by way of reduction in pricing of contract, if any arises due to changes in rate of GST and / or eligible ITC.
33. The Bidder shall provide the number of security personnel stipulated by HUDCO and shall arrange replacement as necessary at its own expense and shall ensure that at no point of time the premises is left unmanned .
34. The bidder must have the experience of immediate 3 years of Security service preferably in Central Government Departments / State Government Departments / Central PSUs/State PSUs or Private Sectors and copies of three work orders of different firms to be provided along with Technical Bid.
35. The Bidder shall ensure uninterrupted security services on all week days/ weekends/holidays for the property.
36. The Bidder shall provide neat and clean summer / winter uniforms with badges and protective materials like overcoats, umbrella etc and also equipments required for day to day duty including torch, whistles, battens at their own cost.
37. The Security guards will be on shifts at the premises and maintain a daily duty chart .
38. The Bidder shall ensure to depute security persons in shifts as per rules
  - (i) Only mentally / physically sound persons with good habits;
  - (ii) Age should be above 18 years

.Bids should be submitted for whole work as per the Scope of Work indicated. Bids submitted for part work will not be accepted. Additional conditions on any account stipulated by bidders will not be accepted.

**39. Documents to be enclosed for TECHNICAL BID (Annexure-I & I(a))**  
**(All documents should be compulsory)**

- a) Copy of Registration Certificate of the Bidder for security services under shops and commercial establishment act from Government of Karnataka.
- b) Copy of GST Registration Certificate of Karnataka State.
- c) Copy of ESIC/EPF Registration Certificates.
- d) Copy of Professional Tax Registration Certificate.
- e) PF Code No./Office of EPFO to whom compliance is reported / compliance period upto which date.
- f) ESIC Code No./Office of ESIC to whom compliance is reported / compliance period upto which date.
- g) Proforma statements to be submitted by the Bidder on monthly basis before releasing the payment (Annexure-III & IV).

**40. Bid Security :**

The Bid Security may be forfeited:

- a) If the bidder withdraws his/her bid during the period or bid validity specified by the bidder in the Bid form or
- b) In the case of successful bidder, if bidder fails:
  - (i) To accept the work contract in accordance with tender documents.
- c) In the above case, i.e. 44(b)(i), the bidder will not be eligible to participate in the tender for same item for one year from the date of issue of work order.
- d) Any document is found false or forged at any stage.

**41. Price Variation :**

HUDCO shall not be responsible for any escalation in prices of labour or any increase in any duties, levies or taxes (other than minimum wage and whatsoever applicable thereon) and the contractor rates and the contractor's obligation shall remain unaffected by such escalation and/or increase, either during the time frame initially fixed for the performance of this contract or during the extended period.

**42. Penalties/Liabilities :**

- a) The Bidder shall be responsible for faithful compliance of the terms and conditions of this agreement. In the event of any breach of the agreement, the same may be terminated and the security deposit will be forfeited and further the work may be got done from another contractor at the risk and cost of the first contractor.
- b) If the Bidder violates any of the terms and conditions of this agreement or commits any fault or their services are not to the entire satisfaction of officer in charge of HUDCO, Bengaluru in this behalf, a penalty leading to a deduction upto a maximum of 10% of the total amount of bill for a particular month will be imposed.

- c) The security deposit shall be liable to be forfeited or appropriated in the event of unsatisfactory performance of the Bidder and/or loss/damage if any, sustained by the HUDCO, Bengaluru on account of the failure or negligence of the workers deployed by him/her or in the event of breach of the agreement by contractor.
- d) The Bidder shall be responsible for the compensation to his/her employee under workman's Compensation Act. He/she shall be responsible to pay the expenses for providing medical treatment to his/her employee who may suffer any physical injury as a result of any accident in the office.

43. **Deduction of PF :** It is responsibility of bidder / Bidder to deduct PF of employee.

44. **Compliance with Laws, Rules and Regulations :**

During the performance of the works, the Bidder shall at his own cost and initiative fully comply with all applicable laws of the land and with any and all applicable by-laws, rules, regulations and orders and any other provisions having the force of law made or promulgated or deemed to be made or other regulatory or authorized body of persons and shall provide all certificates of compliance therewith as may be required by such applicable law, by-laws, rules, regulations orders and/or provisions. The Bidder shall assume full responsibility for the payment of all contributions and pay taxes as to its employees, servants or agents engaged in the performance of the work specified in the service agreement. If the Bidder shall require any assignee or sub-agent to whom any portion of the work to be performed hereunder may be assigned, sub-leased or sub-let to comply with the provisions of the clause and in this connection the Bidder agrees as to undertake to save and hold HUDCO harmless and indemnified from and against any/all penalties, actions, suits, and losses and damages, claims and demands and costs (inclusive between attorney and client) charges and expenses whatsoever arising out or occasioned, indirectly or directly, by failure of the Bidder or any assignee or sub-Bidder to make full and proper compliance with the said by-laws, rules requisitions, laws and order and provisions as aforesaid.

Subject to the provisions of the contract labour (abolition and regulation act, 1970) the Bidder shall not commence actual work unless they produce the receipt from the concerned licensing authority that they have applied for license from the prescribed licensing authority which may be produced within the period of 15 days commencing of the work.

45. The company will have privity of contract with the bidder/contractor only and will give instructions to him/her and will have nothing to do or be connected with the conditions of employment of the workers working for the contractor. The workers engaged by the bidder shall not have any claim against the company for regularization, grant of temporary status and no relation of employer and employee etc. and their engagement shall stand terminated automatically as soon as the work for which the contract is signed and agreed to come to an end or the contract

is rescinded or cancelled or terminated under any other clause of the contract or by operation of any law.

46. **Maintenance of Registers :**

The bidder shall maintain relevant registers as provided in Rule-78 of Contractor Labour (Regulation & Abolition) Rules, 1971. The contractor shall maintain all the documents necessary to satisfy the provision of Labour Act such as age, sex, educational qualifications, addresses of the personnel, PF payments made, ESI payments etc.

47. **PAYMENT :**

The Bidder shall be paid wages for the persons supplied based on the following :

Monthly wage will be declared rate of wage by Labour Department from time to time. The Contractor should ensure that the workmen are paid revised wages declared by Labour Department (Central Sphere) from time to time and produce the bill in support of his/her claim.

The Bidder will be paid wages for the number of persons provided / attended during the month. **The wage per day will be calculated taking the number of days in a month as 26 irrespective of the number of days in a month as provided in the Act.**

The Bidder shall submit the bills along with EPF/ESI payment "certifying that the same has been paid to the concerned authorities for the period" to the company's representative on or after the first day of every month for the work executed during the preceding month duly verified and certified subject to deductions, if any, as per the Service Agreement clauses and statutory requirements. However, the Contractor shall ensure payment of monthly wages to the workmen before 7<sup>th</sup> of every month positively making his/her own arrangement. The payment of wages to the workmen should not be delayed on the ground of non settlement of his/her bills by office.

Payment will be made every month after receipt of bill along with required details / proof of remittance of EPF & ESI of Bidder's employees and service tax with the concerned authorities, for the preceding month and rendering of services to Hudco's satisfaction.

48. **Deductions :**

Income Tax as per prevailing rules of the amount for which the bills have been passed will be deducted as Tax Deduction at Source under relevant Government rules. However, if any new legislation comes into effect for deduction of tax at source at any other rate, deduction will be made at that rate. Necessary Income Tax deduction certificate will be issued by the Accounts Officer detailing the amount so deducted as tax source at the time of payment of each bill or thereafter.

Other Statutory dues and deductions as per service agreement / clauses in tender document will be made from the bills payable to contractor.

The Security Deposit furnished will be considered for adjustment against liquidated damages only at the time of final conclusions of the service agreement and final settlement of the account.

The final settlement of the bills as refund / adjustment / appropriation of any amount retained from the running bills of the Bidder shall be made fully after the officer-in-charge is satisfied that all the service agreement obligations have been fully met and no amount remains due for recovery from the Bidder on any account. Unless there are specified reasons, all accounts are expected to be settled within a period of six months from the date of completion of the work in all respects.

49. Complete details of deployed manpower consisting of name, photograph, age, present address, permanent address, telephone no. etc. shall be provided to HUDCO before their joining duty. The workers shall wear an Identity Card during their work at HUDCO. In case of removal/change of manpower, whether temporary or permanent the information should be submitted to HUDCO.
50. The Bidder shall ensure the adequate compensation / insurance coverage for workmen to take care of any unforeseen circumstances at works place. The Contractor shall be responsible for the compensation to his/her employee under workman's Compensation Act. He/She shall be responsible to pay the expenses for providing medical treatment to his/her employee who may suffer any physical injury as a result of any accident in the office.
51. The Bidder will be responsible to compensate for any loss or damage or theft caused by his/her staff while rendering the said services by adjustment from monthly bill.
52. In case of unsatisfactory performance of the workers, Bidder should replace him within 10 days time.
53. The period of contract can be terminated before the expiry of the contract period on one month's notice. However, the management reserves the right to terminate the contract any time with shorter notice period or without notice if there is flagrant violation of the terms and/or condition of the contract or due to poor performance by the Contractor.
54. Vendors who are registered with MSME can also participate in the bidding as notified by the Ministry of Micro, Small and Medium Enterprises, Government of India. No EMD shall be payable by these vendors and other relaxation as announced by the Government from time to time shall be applicable to them subject to full compliance of other terms and conditions of the tender and contract.
55. All the matter of dispute arising out of this contract shall be subject to Courts of Bangalore jurisdiction only.

56. This tender may be downloaded from websites [www.hudco.org](http://www.hudco.org),  
[www.eprocure.gov.in](http://www.eprocure.gov.in).

Thanking you,

For and on behalf of HUDCO



(B T Umesh.)  
Regional Chief (I/c)

### CHECK LIST

Please ensure that all documents are full, authenticated by the authorized signatory under his/her signature with office seal.

**A. Remittance of EMD :**

EMD for an amount of Rs 7500/- (Rupees Seven Thousand Five Hundred Only) for each of the properties in favour of HUDCO Ltd should be remitted through the Bidders Bank Account to HUDCO's Bank Account within tender due date i.e. on or before 1.00 p.m. 26/12/2022.

**B. To be enclosed with Technical Bid :**

- a) Copy of Registration Certificate of the Bidder for establishing the security services agency with the local Municipal Corporation under shops & establishment Act Government of Karnataka.
- b) Copy of License issued under the Private Security Agency Regulation Act (PSARA)
- c) Copy of GST Registration Certificate of Karnataka State.
- d) Copy of ESIC/EPF Registration Certificates.
- e) Copy of Professional Tax Registration Certificate.
- f) PF Code No./Office of EPFO to whom compliance is reported / compliance period upto which date.
- g) ESIC Code No./Office of ESIC to whom compliance is reported / compliance period upto which date
- h) Copy of the wage bill for last month.
- i) Copy of the audited balance sheet and P&L accounts for last three years.
- j) Copy of minimum 3 work orders of different firms to be enclosed.

**C. The quotations should be sent in sealed covers for each of the properties as follows :**

- a) **Envelope-1** Sealed and super-scribed as "Earnest Money Deposit (EMD) and Bank details" as per Annexure – I.
- b) **Envelope- 2** Sealed and super-scribed as "Technical Bid" as per Annexure – II.
- c) **Envelope-3** Sealed and super-scribed as "Financial Bid" as per Annexure – III.
- d) **Envelope-4** Envelopes 1 , 2 &3 shall be placed in the 4th envelope. All the above three envelopes must bear the Name and Address of the bidder. Super-scribing on top "Tender for Security Services for HUDCO Bangalore Regional Office Secured Assets at (mention the name of the property) , This sealed outer envelope should be addressed to "The Regional Chief(I/c), HUDCO Ltd., Bengaluru Regional Office, Manipal Centre, 7th Floor, North Block, Unit Nos.703 & 704, No.47, Dickenson Road, Bengaluru – 560042" and must display clearly our reference number, closing date and time on outside of it with name of your organization and full address.

**Signature & Seal of the Bidder**

**Annexure – I**

**Quotation for Security Services for HUDCO Bangalore Regional Office Secured Assets**

**EMD Remittance Details & Bank Details**  
**(To be submitted in separate sealed envelope)**

**Part – A : EMD Remittance Details :**

**EMD for an amount of Rs 7500/- (Rupees Seven Thousand Five Hundred Only) in favour of HUDCO Ltd should be remitted through the Bidders Bank Account to HUDCO's Bank Account as per the details given below :-**

|                     |                                  |
|---------------------|----------------------------------|
| Name of Beneficiary | HUDCO Ltd.                       |
| Bank Name & Branch  | ICICI Bank, Bengaluru Branch     |
| A/c Type & A/c No.  | Current Account No. 000205033714 |
| IFSC Code           | ICIC00000002                     |

It is entirely the responsibility of the Bidder to ensure the receipt of EMD amount in HUDCO's Bank Account as per the Schedule published for Tender opening. Any reasons for delay, non-receipt, return, etc. of EMD amount at HUDCO's Bank account in time, shall not be accepted and Bids without EMD amount, shall be liable for rejection, summarily.

| <b>Date of EMD Remittance</b> | <b>Bidder's Bank through which EMD is remitted</b> | <b>Branch Name, Branch Code, Branch IFSC</b> | <b>EMD Amount (Rs.)</b> |
|-------------------------------|----------------------------------------------------|----------------------------------------------|-------------------------|
|                               |                                                    |                                              |                         |

**Annexure – II**

**TECHNICAL BID**  
**(To be submitted in separate sealed envelope)**

|   |                                                                                                                                                                                                  |                                       |                                       |                                       |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| 1 | Name of Company / Bidder                                                                                                                                                                         |                                       |                                       |                                       |
| 2 | Address :<br><br>Tel/Mobile/Fax/E-mail etc.<br><br>Contact Person:                                                                                                                               |                                       |                                       |                                       |
| 3 | Name & Telephone/Mobile Number of CEO                                                                                                                                                            |                                       |                                       |                                       |
| 4 | Status<br>(Private/PSU/MSME/Others-specify)                                                                                                                                                      |                                       |                                       |                                       |
| 5 | Year of Establishment / Registration details<br>(copy to be enclosed)                                                                                                                            |                                       |                                       |                                       |
| 6 | Year of License issued under PSARA                                                                                                                                                               |                                       |                                       |                                       |
| 6 | Present Manpower                                                                                                                                                                                 |                                       |                                       |                                       |
| 5 | PAN & GST Registration Details etc.                                                                                                                                                              |                                       |                                       |                                       |
| 6 | The Bidder should have minimum three years experience in the field of security services and indicate no. of years experience in the field. (if yes, submit supporting documents)                 |                                       |                                       |                                       |
| 7 | Details of major clients for whom vendor has provided similar work, especially govt. office, banks during last three years.<br>(Copy of minimum 3 work orders of different firms to be enclosed) | <b>Nature</b>                         |                                       | <b>Period</b>                         |
|   |                                                                                                                                                                                                  |                                       |                                       |                                       |
| 8 | Annual Turnover for last 3 years (In Rupees)<br>[Copy of audited financial statement of last 3 years to be enclosed]                                                                             | <b>2019-2020<br/>(Amt. in Rupees)</b> | <b>2020-2021<br/>(Amt. in Rupees)</b> | <b>2021-2022<br/>(Amt. in Rupees)</b> |
|   |                                                                                                                                                                                                  |                                       |                                       |                                       |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 9  | <p>Copy of records to be enclosed along with Technical Bid (<b>Compulsory</b>)</p> <ul style="list-style-type: none"> <li>a) Copy of Registration Certificate of the Bidder for establishing the security services agency with the local Municipal Corporation under shops &amp; establishment Act Government of Karnataka.</li> <li>b) Copy of License issued under the Private Security Agency Regulation Act (PSARA)</li> <li>c) Copy of GST Registration Certificate of Karnataka State.</li> <li>d) Copy of ESIC/EPF Registration Certificates.</li> <li>e) Copy of Professional Tax Registration Certificate.</li> <li>f) PF Code No./Office of EPFO to whom compliance is reported / compliance period upto which date.</li> <li>g) ESIC Code No./Office of ESIC to whom compliance is reported / compliance period upto which date</li> <li>h) Copy of the wage bill for last month.</li> <li>i) Copy of the audited balance sheet and P&amp;L accounts for last three years.</li> <li>j) Copy of minimum 3 work orders of different firms</li> </ul> |  |
| 10 | PF Code No. / Office of EPFO to whom compliance is reported / compliance period up to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |
| 11 | ESIC Code No. / Office of ESIC to whom compliance is reported / compliance period up to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |

**Date:**

**Signature:**

**Name of Authorized Person:**

**Name of Bidder:**

**Seal**

**Annexure – II(a)**

**TECHNICAL BID**

**(A certificate and undertaking to the effect as follows may be furnished on your letterhead along with Technical Bid )**

**UNDERTAKING FOR COMPLIANCE OF STATUTORY PROVISION:**

"I, Mr./Mrs. \_\_\_\_\_ authorized signatory and on behalf of M/s \_\_\_\_\_ hereby certify that the proper records and registers are maintained and wages are paid as per the minimum wage act to the labour engaged by our organization/firm in compliance to the relevant provisions of law as also the other provisions pertaining to the engagement of contract and / or daily wages labourers. It is hereby undertaken that we shall continue to do the same. Our organization/firm shall be solely and exclusively liable for any breach of the provisions of the law and our client in no manner shall be liable and/or responsible for the lapse of whatsoever nature in connection to and/or arising out of the engagement of the persons at the premises of the client by us. We also undertake that HUDCO may terminate the contract at any point of time without giving any notice or reduce the period of services without assigning any reason as per security".

**Date:**

**Signature:**

**Name of Authorized Person:**

**Name of Bidder:**

**Seal**

**Annexure – III****FINANCIAL BID  
(To be submitted in separate sealed envelope)**

To:

The Regional Chief(I/c)  
HUDCO Regional Office, Bengaluru

Sir,

I/We have read the tender documents issued by the HUDCO Regional Office, Bengaluru in connection with the **Security Services for HUDCO Bangalore Regional Office Secured Assets** and understood the terms and conditions of the tender and I/we hereby quote our rates as below :-

| SI. No. | Description                                                                                                                                                     |                                   | Rate per Month (in Rupees) | Amount in words |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|----------------------------|-----------------|
| 1       | Minimum Wages per person as on date as per The Chief Labour Commissioner (C), Ministry of Labour & Employment, Govt. of India,                                  | Basic-Rs.<br>VDA-Rs.<br>Total=Rs. |                            |                 |
| 2       | EPF (incl. of EPF employer's contribution, Admn. Charges etc. as per rules (detailed break-up to be provided along with percentages) on rate quoted on SI.No.1. | %                                 |                            |                 |
| 3       | ESI as per rules (detailed break-up to be provided along with percentages) on rate quoted on SI.No.1.                                                           | %                                 |                            |                 |
| 4.      | Any other Statutory charges as per rules (detailed break-up to be provided along with percentages) on rate quoted on SI.No.1.                                   | %                                 |                            |                 |
| 5.      | Contractor's margin money in lump per person per month (over and above SI.No.1).                                                                                | Lumpsum                           |                            |                 |
| 6.      | Sub-Total Amount (SI.No.1 to SI.No.5)                                                                                                                           | -                                 |                            |                 |

|     |                                                                    |                                  |  |  |
|-----|--------------------------------------------------------------------|----------------------------------|--|--|
| 7.  | GST (percentage and amount to be indicated separately)             | CGST ____<br>%<br>SGST ____<br>% |  |  |
| 8.  | Total Rate quoted (SI.No.6 to SI.No.7)                             | -                                |  |  |
| 9.  | Total manpower cost for <b>two persons</b> per month (SI.No.8 x 2) | -                                |  |  |
| 10. | <b>Grand Total (SI.No.9 to 10)</b>                                 | -                                |  |  |

**Note:**

1. All rates to be quoted must be both in figures and in words.
2. No correction / over-writing / mis-vendoring / additions etc. is allowed in this Annexure.
3. Evaluation will be done based on the amount quoted in SI.No.10 above.
4. The rate quoted in words will be considered in case the rate in figures and words do not tally.
5. The minimum wages declared by the labour authorities from time to time shall be paid by the HUDCO.
6. Applicable taxes as mentioned in SI.No.7 are payable to the contractor at the rates declared by the Government from time to time.
7. Employees share of EPF/ESI are payable to contractor at prescribed rate quoted above. The contractor should deposit the contributions with the respective authorities and produce proof of payment along with monthly bills (as per Annexure-IV & V).
8. Payment will be made on monthly basis on submission of Tax Invoice/bill and on providing satisfactory service.

**Date:**

**Signature:**

**Name of Authorized Person:**

**Name of Bidder:**

**Seal**

**Annexure – IV**

**(To be submitted along with monthly bills)**

Certified that we have paid wages to all the below named employees/security guards, as per the prevailing Government Act of minimum wages Act and we have deposited requisite percentage of EPF/ESI amount in names of individual labourers as below, also copy of the challans enclosed :

| Sl. No. | Name of the Labour engaged | Amount of wages paid in Rs. | EPF No. Allotted | EPF amount paid in Rs. | ESI No. Allotted | ESI Amount paid in Rs. | Remarks |
|---------|----------------------------|-----------------------------|------------------|------------------------|------------------|------------------------|---------|
|         |                            |                             |                  |                        |                  |                        |         |
|         |                            |                             |                  |                        |                  |                        |         |
|         |                            |                             |                  |                        |                  |                        |         |
|         |                            |                             |                  |                        |                  |                        |         |
|         |                            |                             |                  |                        |                  |                        |         |

**Authorised Signatory  
(Company Seal)**

Encl: As above.

Place :

Date :

**Annexure – V**

**Proforma statement to be obtained from the Contractor along with monthly bills**

**Name & Address of the Principal Employer :**

**Name & Address of the Contractor : KN/ Month:**

| Sl. No. | Name of the Employee | Father's Name | Date of Joining DD/MM/YY YY | PF A/C No. | No. of days worked | Total Wages paid (Rs.) | Wages for PF (Rs.) | Contribution (Rs.) |
|---------|----------------------|---------------|-----------------------------|------------|--------------------|------------------------|--------------------|--------------------|
|         |                      |               |                             |            |                    |                        |                    |                    |
|         |                      |               |                             |            |                    |                        |                    |                    |
|         |                      |               |                             |            |                    |                        |                    |                    |
|         |                      |               |                             |            |                    |                        |                    |                    |
|         |                      |               |                             |            |                    |                        |                    |                    |

I/We hereby certify that all the above employees who were actually deployed in your establishment during \_\_\_\_\_ have all been covered under EPF and MP Act, 1952 and the contribution in respect of them for the month of \_\_\_\_\_ have been remitted by me/us under Code No.KN/\_\_\_\_\_ maintained at \_\_\_\_\_ RO/SRO on \_\_\_\_\_.

Place :

Date :

**Signature of the Contractor  
(Company Seal)**