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केन्द्रीयविद्यालयसंगठन KENDRIYA VIDYALAYA SANGATHAN

क्षेत्रीयकार्यालय – हैदराबाद/ Regional Office – Hyderabad

पिकेट,सिकंदराबाद / Picket, SECUNDERABAD- 500 009

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TENDER DOCUMENT –FOR SECURITY SERVICES

Sub: - Inviting Bid for engaging Service Provider Firm for providing Manpower through service contract.

Sir/Madam,

The Kendriya Vidyalaya Sangathan, a centrally funded Autonomous Body, is a Society registered under Societies' Registration Act 1860. The Sangathan administers the Scheme of Kendriya Vidyalayas set up for imparting education to the children of transferrable Central Govt. Employees among others.

2. Sealed competitive Bids are invited by the Kendriya Vidyalaya Sangathan, RO, HYDERABAD located in PICKET , Secunderabad, from the reputed/registered Consultant/Service Provider Firm for providing Manpower through service contract **initially for a period of 01(one) year w.e.f. 01.09.2015 which can be extended by another one year on mutual consent** as indicated below:-

S.No.	Category of Manpower	Nos.	Minimum qualification or/and experience
1	Security Guards	03	Middle Standard

An outline of tasks to be carried out by different category of manpower provided is detailed as under:

S.No.	Category of Manpower	Responsibilities
1	Security Guards	To provide security/guard the office wherever he is deputed

3. Quoted Price:

- The Bidder shall quote unit rate which shall comprise of monthly remuneration, OTA rate, EPF ,ESI & other statutory costs and Service Charges (including profit & administrative charges in the format of quotation only (attached **Annexure-A.**)
- The service tax or any other such tax liable to be paid by the client shall be quoted by the bidder separately.
- Hourly rate of OTA should not exceed monthly remuneration
- The rate quoted shall be fixed for the duration of the contract and shall not be subject to adjustment Except the statutory provisions, if amended.
- Correction if any shall be made by crossing out, duly signed with date.
- The Bidder shall deposit **Rs.5000/- (Rupees five thousand only) in the form of Demand draft/Pay Order/ Bankers cheque in favour of " KVS, RO Fund Account HYDERABAD "** payable at HYDERABAD as **Bid Security** along with the Bid. The Bid security money shall be returned to the unsuccessful bidders after the award of the contract.
- The selected firm has to furnish **Performance Security** in the form of Demand Draft/ Bankers Cheque for an amount of **Rs.10,000/- (Ten thousand only_)** in favour of **" KVS, RO Fund Account HYDERABAD "** in addition to Bid Security money. The performance security shall be submitted within 10 days from the date of Notification of Award. The earnest money shall be returned along the performance security after completion of contract with in **90 days with out any interest.**
- Telex or Facsimile Bids are not acceptable.