



KENDRIYA VIDYALAYA SANGATHAN
(An Autonomous Organization under the Ministry of H R D,
Government of India)
ZONAL INSTITUTE OF EDUCATION & TRAINING
Post Box No. 8, Near VIVEKANANDA NEEDAM, GWALIOR -
474002(M P)
Phone: 0751 - 2232775(DIRECTOR); 22232670(0)
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F.330089/2018/KVS-ZIET/GWL /

Date: 01.09.2018

TENDER NOTICE

Subject: Inviting Bid for engaging Service Provider Firm for Providing Manpower through service Contract -Regarding.

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 transferable Central Govt. Employees among others. Zonal Institute of Education and Training (called ZIET in short), Gwalior is one of the training wings of Kendriya Vidyalaya Sangathan.

2. Sealed Competitive Quotations are invited by the undersigned from the reputed, registered consultant/service Provider Firm for providing manpower through service contract initially for a period of 01 (one) year from the date of signing the contract.

S. No.	Category	No. of persons	Minimum Qualification or/and experience
01	Security Guard (Civilian) - Dandaman	06	Daily three shifts- for each shift two security men are required. Preference will be given to ex-service man for security gurad. The minimum qualification required is class VIII pass certificate.
02	Gardener	01	At least with Class VIII qualification with two or more years of gardening experience.
03	Safaiwala	03	At least with Class VIII qualification

[Handwritten Signature]

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

S.No.	Category of manpower	Responsibilities
1	Security	Provision of round the clock security to the entire ZIET, Gwalior premises which consist of the Institution's administrative block, Hostel and Residential Complex.
2	Gardening	General maintenance and upkeep of ZIET Garden which include planting new tree saplings, flower plants etc, and watering them. It also includes keeping the entire ZIET premises free from unwanted plants, weeds, bushes etc.
3	House Keeping	General up keep of Building and campus of the Institute.

3. The Tender shall be accepted under Two Bid Systems. The interested firms have to submit the Technical Bids and Financial Bids in the separate sealed cover/envelope in the prescribed proforma through registered post. Tender sent by any other mode will not be considered and the same will be rejected summarily. All the documents in support of eligibility criteria etc. are also to be attached and sent along with the Tender documents. No tender documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances whatsoever.

5. The Bid money known as Earnest money Deposit (EMD) of Rs. 50,000/- (Rupees fifty thousand only) shall be payable in the form of Demand draft drawn in favour of "KVS ZIET GWALIOR ACCOUNT", payable at Gwalior.

6. Earnest Money will be refunded to unsuccessful tenders/bidders after finalization of the contract. After award of contract the successful bidder/contractor has to deposit Rs. 1,00,000/- (Rs. One lakh only) as performance security deposit and after depositing the performance security his EMD i.e 50,000/- will be refunded. Performance Security should remain valid for 6 months beyond the date of completion of all contractual obligations.

7. All entries in the tender form should be legible and filled clearly, if the space provided for furnishing is insufficient, a separate sheet duly signed by the authorized signatory may be submitted. No correction either in the Technical Bids or Financial Bids is permitted.

8. Conditional bids shall not be considered and will be rejected summarily.

Rajendra

9. The Technical Bid shall be opened on the scheduled date and time at 3:30 PM on 25-09-2018.
10. The Financial Bids of only those bidders who qualify in the technical bid will be opened after evaluation by the Committee constituted for the purpose.
11. No bidding firm will be allowed to withdraw its bids after technical bids have been opened. If any firm intends to withdraw after opening of technical bids its EMD will be forfeited.
12. The Bidder shall quote unit rate including monthly remuneration, EPF, ESI & other statutory costs and Service charges in the format of quotation attached only. (Annexure-A).
13. Other such tax liable to be paid by the client shall be quoted by the bidder separately in Annexure-A only.
14. Rates quoted shall be fixed for the duration of the contract, which is for one year from the date of award of contract, and shall not be subject to adjustment except the statutory provisions, if any.
15. Correction if any shall be made by crossing out, initialing, dating and rewriting.
16. Telex or facsimile Bids are not acceptable.
17. Each Bidder must submit only one quotation.
18. The Director, KVS, ZIET reserves the right to reject any or all the tenders submitted by the bidders at any time or relax/withdraw/ add any of the terms and conditions contained in the Tender Documents without assigning any reason thereof.
19. The tender documents can be downloaded from the website www.zietgwalior.org from 01-09-2018 and a demand draft of Rs. 1000/- drawn in favour of "KVS, ZIET GWALIOR ACCOUNT" towards tender fee is to be submitted alongwith a tender.


(For Director)



TENDER NOTICE AT A GLANCE

The KVS, ZIET, Gwalior invites bids through registered post for providing of Security and Conservancy Services in the ZIET campus, Near Vivekananda Needam, Gwalior-474002 (M.P).

CRITICAL DATES

Date of Publishing the Tender Document	01.09.2018
Bid Documents download start date	01.09.2018
Inspection/Pre-bid Meeting(by the interested parties) Date	01.09.2018 to 11.09.2018 (4:00 p.m)
Bid Submission/ despatch Start Date from	12.09.2018
Last Date of Submission/receipt of Bids	Upto 25.09.2018 (upto 3:00 P.M)
Bid Opening Date	25.09.2018 (3:30 P.M)

Further details and complete reference for tender can be accessed from the KVS ZIET Gwalior website i.e www.zietgwalior.org are the same can be had personally from its office on any working day.


(For Director)



