

Z .O.VI.C.NO.E2/2762/2/2010 2/5

CORPORATION OF CHENNAI
ZONAL OFFICE –V

TENDER FOR PROVIDING SECURITY

ARRANGEMENT FOR MIDDLE ,HIGH&

HR.SEC.SCHOOLS AND I.T.I. OF CORPORATION OF

CHENNAI IN ZONE –VI

LETTER OF TENDER SCHEDULE AND CONDITIONS

ZONAL OFFICER-VI

Tender Due date

18-06-2010 before 3.00 P.M.

Cost of Tender

Price Rs.3000/-

Plus Sales Taxes 12.5% Total Rs.3375/-

CHECK LIST

- 1. LETTER OF TENDER**
- 2. SPECIFICATION**
- 3. TENDER DOCUMENT**
- 4. AGREEMENT**
- 5. TECHNICAL BID**
- 6. COMMERCIAL BID**
- 7. REFUND OF EMD LETTER**

LETTER OF TENDER

To
The commissioner,
Corporation of chennai,
Rippon Building,
Chennai-600 003.

Sir,
Ref: Tender for providing security arrangements for middle, High and Hr.sec. Schools of corporation of chennai in Zone-VI.

1. I / we the undersigned do hereby tender for providing security arrangements for the middle, High and Hr.sec.schools and I.T.I. of corporation of chennai in Zone-VI at the prices. I / we have mentioned in the schedule herewith enclosed in strict accordance with and subject to the terms, provisions and conditions set forth or mentioned in the tender notice and agreement hereto annexed and the schedule thereto.
2. I / we hereby agree that I / we will not withdraw this tender during the period that will be required for intimation of acceptance or non-acceptance as stipulated in the notice to tenderer's such period to date from the last date by which tenders are due to be submitted to the corporation and if I / we do so withdraw, I am / we are liable to forfeit the tender deposit.
3. I / we further undertake and agree to deposit a cash security government promissory note up to the value of 2%(two) of the total tender value with the corporation of chennai, within seven days of communicating the acceptance of this tender to me by the corporation of chennai. I / we also agree to execute and register at my / our cost an agreement in the form of the said agreement and schedule attached within a week of the said acceptance has been communicated to me / us failing which of the sum of Rs. 19000/-(Rupees Nineteen thousand only) accompanying this tender shall be forfeited to the corporation.
4. I / we hereby agree to pay higher security deposit up to maximum of ten percent if insisted upon by the commissioner, corporation of chennai.
5. I / we further agree to pay penalty, in case of failure to making security arrangements any day or any period during the tender period.
6. If E.M.D. exemption is claimed, I / We hereby undertake that in the event of non-fulfillment or non-observance of any of the conditions stipulated in the tender / Agreement, I / we shall pay the E.M.D. / S.D., amount / actual loss incurred, whichever is more.

As witness my / our hand this day of
.....Two thousand eight

Signature under company seal.
.....

N.B. :This form should be duly filled in and signed by the tenderer.

SIGN.AND SEAL OF THE TENDERER.

TENDER

Filled up tender forms can be dropped upon 3.00 P.M.on 18-6-2010 in any of the tender boxes of zone-VI.

V kept at C.E.(general)office, Public Relation Office, Office of vigilance officer any tender sale counter at the Ripon Building, Corporation of chennai,chennai-3

I / we hereby tender for security arrangements in accordance with the conditions and specifications noted herein in consideration of payment being made for such security arrangements at the respective rates specified in the following schedule.

1. SECURITY DEPOSIT

I / we hereby undertake and agree to forward within seven days after the notification of the acceptance by the corporation of this tender, Security deposit in cash or in the form of small savings scrips/deposit/accounts in favour of the commissioner, corporation of chennai upto the value of 2% of the tender amount,as a guarantee for the due fulfillment of my / our contract and I / we agree to execute at my / our cost the agreement attached within seven days after notification of acceptance of this tender.

2. NATURE OF WORK:

I / we do hereby undertake to make security arrangements for middle, High & Hr. Sec. School and I.T.I. run by corporation of chennai in Zone-VI by deploying two security guards per school from 4.00 pm to 9.00 am (17 hours per day for 365 days)and in addition for Saturdays, Sundays and for all govt. Holidays including summer Holidays from 9.00 a.m. to 4.00 p.m.totaling 7 hours per day for 160 days for a period of one year.

I / we undertake and agree to abide by this tender until 90 days from opening
..... Two Thousand eight

Address:

Tenderer's Signature under Company Seal

.....
N.B. The blank spaces on this page must be filled in and signed by the tender before he submits the tender, as otherwise, the tender will not be considered.

SIGN. AND SEAL OF THE TENDERER.

TENDER NO: Z.O.VI.C.NO.E2/2762/2010 2/5

TENDER DOCUMENT

TENDER FOR PROVIDING SECURITY ARRANGEMENT FOR MIDDLE , HIGH & HR. SEC.SCHOOL AND I.T.I.OF CORPORATION OF CHENNAI IN ZONE –VI

1.ELIGIBILITY CRITERIA

1. Tender must be by a reputed security agency having experience in providing security to government offices and reputed private companies.
2. Security agencies having infrastructure and man power within Chennai city limit alone will be considered.
3. Annual turnover of the tenderer should not be less than Rs.25 lacs for each of the past 3 financial years i.e. from the financial 2007-08, 2008-09 and 2009-10. tender should submit audited financial statement in this regard.
4. The tender should have served at least in one single organization to a minimum value of Rs.10 lacs during any one of the proceedings three years.
5. The tenderer should have served at least in one single organization to a minimum value of Rs. 10 lacs during any one of the proceedings three years.
6. Tender shall attach Registration copies of EOF , ESI and Service Tax. The tenderer should have employed at least 100 employees.
7. the tender should produce Solvency Certificate for Rs.25 lacs from any bank.
8. The Tenderer must fulfill eligibility Criteria and submit documentary evidence in support of fulfilling the eligibility criteria . The proof of fulfilling above eligibility criteria shall be enclosed with the Technical Bid.

9. PURCHASE OF TENDER DOCUMENT

1. copies of tender and agreement form etc. can be had from the tender sales counter, corporation of Chennai on payment of Rs.3000/- + 12.5% sales tax=Rs.3375/- in the form of demand draft in favour of commissioner, corporation of Chennai, Chennai-3.

3. MODE OF SUBMISSION:

- i) The tenderer should fill in and sign the letter of tender, Technical bid and commercial bid contained in this tender documents and shall return the complete set of documents by registered post or drop in the tender box kept at the office of tender sales counter, corporation of Chennai on or before due date and time prescribed.
- ii) The tenderers while sending their tender should enclosed original tender documents in the respective envelopes with the conditions stipulated duly certified and attested by them as token of accepting the tender conditions , that they understood and accepted them fully. The tender received without the original tender documents shall be rejected summarily.
- iii) The tenders should be addressed to “The Commissioner, Corporation of Chennai, Chennai-600003” by designation only.

SING AND SEAL OF THE TENDERER

- iv) The bidders are advised to post the tender sufficiently in advance so that the tender reaches this office in time. Delay in transit will not be accepted as a valid reason for late submission.
- v) Tenders received in ordinary cover without was seal will not be considered.
- vi) Filled up tender forms can be dropped upto 3.00 p.m. on 18-06-2010 in any of the Tender Boxes of Zonal Office-VI kept at C.E.(General) Office, Public, Relation Office, Office of Vigilance Officer and Tender Sales Counter at the Ripon Building, corporation of Chennai, Chennai -3 and will not be received personally.

10. DUE DATE AND TIME:

The sealed tenders should reach the Corporation of Chennai not later than 3.00 p.m. on 18-6-2010 The tenders will be opened at 3.00 p.m. on the same day . The tender received after due date and time or unsealed or incomplete or facsimile (Fax) or by electronic mail be summarily rejected .

11. EARNERS MONEY DEPOSIT :

- i) Technical Bid should contain Earnest Money Deposit of Rs. 19,000/- (Rupees Sixteen Thousand eight hundred and ninety only) in form of Demanding Draft drawn in favour of "The Commissioner ,Corporation of Chennai ". Tender accompanying EMD in any other form such as bank guarantee ,Bankers, Cheque, Fixed Deposit receipts, Call deposit receipts etc. will not be accepted . The Earnest Money Deposit of the unsuccessful tender s will be returned after the Acceptance of the successful tender, at the expenses of the tenderers within a reasonable time, consistent with the rules and regulations in this behalf . The above Earnest Money Deposit held by corporation of Chennai till it is returned to the3 Tenderers will not earn any interest therefore.
- ii) The tender must on no account alteration or addition to or sign the agreement form attached here with in the case of the successful tenderer or tenderers he/she or they must sign the agreement and deposit the required sum for the due performance he contract . Bank guarantee is not acceptable towards Security Deposit also.
- iii) In respect of central and other state government companies E.M.D. exemption is not considered production of certificates of registration / enlistment with D.G.S. & DDG., T&D department of industries and commence do not entitle exemption from payment of E.M.D.
- iv) Every tenderer is requested to duly pre receipt the enclosed E.M.D. refund order from by affixing a one rupee revenue stamp at the appropriate place and signing over it under company's office seal for arranging refund of E.M.D. to the unsuccessful tenders without delay and for canceling the E.M.D. refund order form in case of successful tenderer.

SIGN. AND SEAL OF THE TENDERER.

12. SUBMISSION OF TENDER – TWO COVER SYSTEM:

PERPARATION OF TENDER COVER

i) Technical Bid Cover

The technical Bid as prescribed should be filled in original and should be sealed in a separate cover . Required EMD , and the following Documents in support of fulfillment of eligibility conditions / criteria should be enclosed with the technical bid and should be kept in same cover.

- a) Audited financial statements as a proof of required annual turnover for past three (3) years.
- b) Proof of having executed a single order of not less than Rs. 10 Lacs (Rupees ten lacs) during any one of the proceeding three years.
- c) Registration copies of EPF, ESI and Services tax.
- d) Proof of having employed 100 persons
- e) Solvency Certificate for Rs. 25 lacs (Rupees Twenty Five lacs)

The Technical Bid should be superscribed as “Envelop –A – Technical Bid – Tender No. Z.O.VI C. No. E2/2762/2/2010 2/5 due on 18-6-2010

ii) Commercial Bid Cover

The commercial bid as prescribed should be filled in original and should be sealed in a separate Cover. The commercial Bid should be subscribed as “ Envelope –B- Commercial Bid – providing Security arrangements to Corporation Middle , High and Hr. Sec. school and I.TI. Tender No. Z.O.VI C. No. E2/2762/ 2010 2/5”. The bid should be unconditional and only in the form given in the tender document.

- iii) Both the envelops in Technical Bid cover and Commercial Bid cover should than be put in a single outer cover ,and should be was sealed. The outer cover should be subscribed as “Bid Documents- Providing Security arrangements to Corporation Middle ,High and Hr. Sec. Schools and I.T.I. Tender No. Z.O.VI C. No. E2/2762/2010 2/5”.
- iv) The bidder should clearly write “Form Address “ on the tender covers , otherwise the tender is liable for rejection .
- v) The bidder should subscribe on the top of the render covers , otherwise the tender is liable for rejection .
- vi) The tenders not submitted as specified above will be summarily rejected.

SIGN AND SEAL OF THE TENDERER.

13. DETAILS TO BE FURNISHED AND MODE OF PRESENTATION:

- i) The tenders should contain all particulars like the name and address of the tenderers in their letterhead as per the format given in technical and commercial bid.
- ii) The price details like net rate including sales tax, services taxes and such other levies that may be applicable, must be quote separately in the COMMERCIAL BID only as per format given and incomplete details will be treated as non-responsive offer and the tender is liable for rejection. The rates should be kept firm and valid for ninety days from the date of the opening of the tenders for acceptance.
- iii) The rates should be quoted in rupees and be indicated clearly both in words and figures. If there is any discrepancy between the prices quoted in word and in figure lower of the two shall be considered. Any scoring or overwriting should be attested by the tenderers with full signature. The rate quoted should be firm and should not be subject to any variation clauses.

14. OPENING OF TENDER:

The tenders received upto 3.00 p.m. on 18.6.2010 will be opened at 3.00 p.m. on same day by the officer/officers nominated by the commissioner for this purpose at corporation of chennai, Ripon Buildings, chennai-600 003 in the presence of such of those tenderers or their representatives who may be present at the time of opening.

15. TENDER EVALUATION:

Tender evaluation will be carried out by the corporation of chennai. The technical bid will be evaluated first and list of technically qualified bidders will be prepared. Commercial bids of technically qualified bidders alone will be considered for further evaluation. Only technically qualified bidders will be informed of the date of opening of the commercial bids. The commercial bids of technically qualified bidders will alone be opened and evaluated. The decision of corporation of chennai shall be final in this regard.

10. NEGOTIATIONS WITH THE SUCCESSFUL TENDERER:

As per the evaluation selection of the successful tenderer will be made and such tenderer may be called for negotiation for improvement of technical parameters and commercial terms and conditions.

11. ACCEPTANCE OF TENDER:

The letter of acceptance of tender will be issued to the successful tenderer by corporation of chennai after approval by the competent authority. The tender period accepted will be counted from the date of issue of this letter.

SIGN. AND SEAL OF THE TENDERER.

12. EXECUTION OF AGREEMENT AND PAYMENT OF SECURITY DEPOSIT:

- i) The successful tenderer should execute agreement for the fulfillment of the contract and handover to corporation of chennai within seven days from the date of acceptance of the tender. If the same is not executed within 7 days the order is likely to be cancelled.**
- ii) In case the successful tenderer fail to execute necessary agreement within 7 days from the date of acceptance of the tender will be held as non-responsive.**
- iii) The expenses incidental to the execution of agreement shall be borne by the successful tenderer.**
- iv) The conditions stipulated in the agreement from should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the interest of corporation of chennai and to recover any consequential loss from the successful tenderer.**
- v) If the tenderer fail to act upon the tender conditions or backs out when his tender is accepted, his / her earner money deposit (E.M.D.) mentioned about will also be**

13. ASSIGNING OF TENDER WHOLE OR IN PART:

- i) The contract shall not assign to make over the contract, the benefit or burden thereof to any other person or persons or body corporation. He shall not underlet or sublet to any persons or body corporate for the execution of the contract or any part thereof.**
- ii) The security persons mentioned in the schedule do not form part of this agreement but only approximate and mentioned for the purpose of enabling the tenderer to have rough idea of the requirements in order to enable him to tender and also the purpose of fixing the security guards. The actual number of persons will vary according to the needs which will be decided by the corporation of chennai.**

14. ACCEPTANCE OF TENDER AND WITHDRAWLS:

- i) The final acceptance of the tender is entirely vested with the commissioner of corporation of chennai who reserves the right to accept or reject, any or all of the tenders in full or in parts without assigning any reason whatsoever. There is no obligation on the part of commissioner, corporation of chennai to communicate with rejected tenderers. After acceptance of the tender by commissioner, corporation of chennai, the tenderer shall have no right to withdraw his tender or claim higher price.**

- ii) tenders with incomplete information are liable for rejection.**

15. EXECUTION OF CONTRACT ORDER:

- i) The contractor should nominate a person and intimate to the corporation of chennai and to specifically handle the order from corporation of chennai and ensure that he fully familiarizes with the terms and conditions of the tender and the guidelines, and is responsible ton effective execute the order complying all the terms and conditions.**

SIGN. AND SEAL OF THE TENDERER.

- ii) If the contract is not effected before the specified period from the date of order or in accordance with the conditions mentioned herewith, corporation of chennai shall have the right to cancel the order and to take any such action which will be demand fit in the circumstances.

16. INTIMATION OF CENTER INCHARGE:

The contractor must submit to corporation of chennai, the details of the (name and designation of the contact person, name and designation center-in-charge, phone/fax numbers, postal and e-mail addresses of the contractor and the detail of next higher level. The contractor must also intimate to corporation of chennai if any changes are made in the about details during the contract period.)

17. PAYMENT TO CONTRACTOR:

The payment will be released by Corporation of chennai to the contractor as per tender order conditions and on submission of duty certificate based on acknowledgement obtained from the H.M.'s of concerned schools. Payment will be made on monthly basis after verifying the attendance certificates , by the tender inviting authority duty effecting the TDS provision as income Tax Act 1961.

GENERAL

18. The tender should deploy security staff from 4.00 P.M. TO 9.00 A.M (Next day)(including Saturday and Sunday & other govt. holidays) and 9.00 A.M TO 4.00 P.M on all Saturday's, Sundays and other govt holidays including summer holidays in the schools Corporation of Chennai. They should report to the H.M. who will maintain an attendance register, and mark the time of report in the evening and relieve in the morning.
19. The tenderer shall deploy adults aged not more than 45 years. The security guards deployed so, will be medically examined by a team of corporation Doctors. This will be mandatory for signing the agreement. All the security guards employed in the schools should be provided with uniforms and identity card at the cost of the tenderer and must wear the uniform during the duty hours with identity card Xerox copy of the identity card of each security guard to be produced for the verifications of concerned officers of education department.
20. The report to the Head Master of the school of any unusual occurrences taking place in the school premises and to take necessary action to remove any unauthorized persons form the school premises particularly during non-working hours.
21. Incase of any usual occurrences taking place in the schools resulting in the loss of damage to the Corporation property, the security agency shall fully co-operate with the Corporation officials to file necessary complaints, FIR with the police and other law enforcing authorities and liaise with them to ensure effective conduct of enquiry or investigation and follow up the matter until the cases is decided upon and closed. Simultaneously the security agency shall also carry out its own investigations and submit its report to the corporation authorities.
22. In case any threat to the men or property of the corporation or for equally important reasons, the security agency shall comply with any urgent instruction from the head of the respective corporation schools or his seniors including posting of any additional security personnel at shot notice and security bills on such account shall be honoured while on duty at their respective schools.
23. The security agency shall be responsible for the proper conduct of their security personnel while on duty at their respective schools.

SIGN. AND SEAL OF THE TENDERER.

24. The security personnel posted by the security agency shall be the employees of the security agency and governed by the service conditions of the security agency and they shall not have any right or claim whatsoever for employment of or similar right or privilege on the corporation of chennai.
25. The cost of loss/damage to the corporation property pointed out by the concerned Head master of the schools will be recovered from the payment of bills to the security agency.
26. They will maintain harmonious relations with both officials and albourers and ensure there is no confrontation during the discharge of their duties.

27. REJECTION CRITERIA:

- i) The tenders not submitted in the form specified, will be summarily rejected.
- ii) Tenders submitted without the compliance statement, specifications sheet of the model quoted alone with technical bid for each item will be liable for rejection.
- iii) Tenders will incomplete information, subjective and conditional offers as well as partial offers will be liable for rejection.
- iv) Tenders with variance/contradiction between technical and commercial bids will be liable for rejection.
- v) Tender without the sugned copy of the tender documents in the respective envelopes will be summarily rejected.
- vi) Bids submitted by tenders whose performance is not satisfactory against the previous orders will be liable for rejection.
- Vii) In addition to the above rejection criteria , if there is non-compliance of any of the other clauses of this tender document , the bid is liable rejection.

29.SING AND DENAL

The Tender must sing and affix the seal on every page of tender document and the complete signed Original tender document must be submitted to respective covers without fail.

TENDER :

SIGNATURE :

NAME :

SEAL OF THE ORGANISATION :

SING AND SEAL OF THE TENDERER :

TECHNICAL BID (Envelope – A)

(To be returned in original along with tender)

TENDER NOTIC NO.

DETAILS OF THE BIDDERS :

- a) The bidder should enclose documentary proof in support of the details asked for
- b) Additional sheet may be attached wherever needed. Mention the page No. of the enclose attached.

1	Name of the organization	
2	Nature of organization Govt. public private partnership proprietorship	
3.(a)	Register office address with phone No. / fax No. / E-mail GST Regn. No. Local ST. Reg . No.	
(b)	Address of the officer or work spot centre at chennai with phone No. / Fax No. / E-mail(enclose proof of existence)	
	Number of employees at present	
(c)	Contact person Phone /mobile No. E-mail	

5. Give details of annual turnover for the past 3 years and enclose audited balance sheet (Annual turnover for each of the past 3 years shall not be less than 25 lacs).

Sl.NO	Year	Turnover in lacs of rupees
a)	2007-2008	
b)	2008-2009	
c)	2009-2010	

SIGN.AND SEAL OF THE TENDERER.

6. Give details of minimum 10 lacs in single order during the last three years. Enclose copy of order and performance certificate.

Sl.NO.	Name of the organization	Order Ref. No.	No. of persons employed	Value Rs.

7. list of document enclosed:

a)	Registration copy of E.P.F.,E.S.I. service tax of the company	
b)	Solvency certificate for Rs.25 lacs from any bank	
c)	Proof of having employed hundred security personnel	

16. Any other details in support of this tender:

17. EARNEST MONEY DEPOSIT(EMD) PAYMENT PARTICULARS:

SlNO	D.D. No. and date	Name of bank	Amount(Rs.)
	total		

Note:

(1) The tender without Earnest Money Deposit(EMD) amount are liable for rejection

SIGN. AND SEAL OF THE TENDERER.

1

COMMERCIAL BID (Envelope-B)

(To be returned in original alone with tender)

Tender Notice No. Z.O.VI C. No. E2/2762/2010 2/5

To

**The commissioner,
Corporation of Chennai,
Ripon Buildings,
Chennai-600 003.**

Sir,

I/We hereby tender for providing security arrangements to the middle, high & Hr. Sec School and I.T.I. of corporation of Chennai in Zone-VI. The rates quoted in the prescribed format is enclosed herewith.

SIGN. AND SEAL OF THE TENDERER

AGREEMENT

THIS AGREEMENT ENTERED INTO AT CHENNAI this the day of..... 2008.

BETWEEN

M/s.

Having its registered

Herein after called the party of the FIRST PART.

AND

THE COMMISSIONER, CORPORATION OF CHENNAI, hereinafter called the party of the SECOND PART.

WHEREAS THE PARTY OF THE second part desires to appoint an agency to be in-change of the security arrangement in respect of “CORPORATION MIDDLE, HIGH & HR. SEC. SCHOOL AND I.T.I.” under the control of corporation of Chennai in Zone- VI

WHEREAS the party of the first part

.....
..... has
Accepted the offer made by the party of the second part to render services as security agency in CORPORATION MIDDLE, HIGH & HR. SEC. SCHOOLS AND I.T.I.

WHEREAS the terms and conditions of the said agreement have been mutually discussed and agreed upon.

WHEREAS the parties are desirous of putting them in writing.

SIGN. AND SEAL OF THE TENDERER.

NOW THIS AGREEMENT WITNESSETH:

1. The party of the first part Viz., security agency agreed to deploy two security guard per school from 4.00pm to 9.00 am (17 hours per day for 365 days) and in addition for Saturday, Sunday and for all Govt. Holidays including summer Holidays from 9.00 am to 4.00 pm totally 7 hours per day for 160 days for a period of one year from.

MIDDLE, CHS & CHSS SCHOOL NAME (PREMISES)

Sl. No.	Dn. No.	Name of the School / Location
1	84	CMS Bangaru Street
2	80	CMS Ellis Road
3	81	CMS Narasingapuram
4	84	CMS Thyphoon Alikhan Street
5	84	CMS Vallabha Agraharam Street
6	86	Community Centre Arunachalam Street
7	89	CMS 190. T.H. Road
8	90	CMS V.R.Pillai Street
9	91	CMS Ramnagar
10	93	CMS Begam Street
11	93	CMS Balaji Nagar
12	93	CMS Peters Road
13	82	CHS Goyathope
14	96	CHS V.P. Koil Street
15	79	CHS West Coovam River Road
16	91	CHS Irrusappan Street
17	94	CHS Lloyds Road
18	92	Corporation I.T.I.
19	86	CMS Bells Road

2. The security agency agreed to appoint adults aged not more than 45 years as security guards. The no., name and address of personal deployed at the about should be furnished every month to the second party the commissioner, corporation of chennai. Appointed security guards will be examined for medical checkup, by a team of corporation doctors. All the security guards employed in the school must wear uniforms at the time of duty hours with identity card. Xerox copy of the identity card of each security guard to be produced for the verification of concerned officer's of Zonal Office – VI.

SIGN. AND SEAL OF THE TENDERER.

3. To fill in the format supplied by the corporation with details of each security guard and submit the same of commissioner, corporation of chennai.
4. the security person appointed by the security agency should report to the school in-charge (Head Master of the school) on any unusual occurrence- taking place and to take necessary action to remove any unauthorized persons from the said premises particularly during non-working hours.
5. In case of any unusual occurrence taking place in the school resulting in loss or damage to the corporation properties, the security agency shall fully co-operate with the corporation officials to file necessary complaints / FIR with the police and other law enforcing authorities and liaise with team to ensure effective conduct of enquiry of investigation and follow up the matter until the case is decided upon and closed simultaneously the security agency shall also carry out its own investigation and submit its report to the corporation Authorities.
6. In case any threat to the men or property of the corporation or for equally important reasons, the security agency shall comply with any urgent instructions from the head of the respective school / education department.
7. The security agency shall be responsible for the proper conduct of their security personnel while on duty at the respective corporation school.
8. the security personnel posted by the security agency shall be the employees of the security agency and governed by the service conditions of the security agency and they shall not have any right or claim whatsoever for employment or for any other such or similarly right or privilege on the corporation of chennai.
9. This agreement is liable to be terminated by second party by giving 30 days notice in writing. The agreement liable to be terminated by the second party(i.e.,) the commissioner, corporation of chennai, if the service of the first party is not satisfactory.
10. If the first party wants to withdraw this service, he shall give 30 days advance notice to the second party (i.e.,) commissioner, corporation of chennai or payment for similar period in lieu thereof.
11. The cost of loss / damage to the corporation property pointed by the competent Authority / officials of the corporation school will be recovered from the payment security agency.
12. The income tax shall be deducted of each bill as per the provisions of the income tax Act 1961.

In WITNESS WHEREOF, the parties about named have set their hands and sign, on the day, month and year first about written.

Signed by the said
Security agency in the presence of the Zonal officer-VI

Exe. Engineer-VI

Zonal officer-VI

COMMISSIONER.

The common seal of the corporation of
Chennai was hereunto affixed in the
presence of the commissioner.

ENVELOPE-B
SCHEDULE

COST DETAIL

Name of work	No. of school	Rate for providing security guard per school in Rs.		Total amount for 19 schools in Rs.	
		In figures	in words	In figure	in words
To make security arrangements for middle, high & Hr. Sec. School abd I.T.I. run by corporation of chennai in Zone- VI by deploying two security guard per school from 4.00 pm to 9.00 am (17 hours per days for 365 days) and in addition for Saturdays, Sundays and for all Govt. Holidays including summer Holidays from 9.00 a.m to 4.00 p.m to (7 hours per days) for 160 days for a period of one year.					

2. service tax, if any

3. total change (rs)

In figures

In words

Note:

No addition or alteration shall be made to the particulars. If any such addition or alteration is made by the tenderer, if made be attested be the signing authority, failing which the tender is liable to be rejected.

SIGNATURE OF THE BIDDER :

NAME AND ADDRESS :

OFFICE SEAL :

SIGN. AND SEAL OF THE TENDERER