

Government of Bihar
Bihar Commission for Protection of Child Rights
22-B, Harding Road, Patna-15

Tender Notice No. 03/2017/BSCPCR, Patna

Dated : 26-12-017

REQUEST FOR PROPOSAL
FOR PROVIDING TRAINED SECURITY GUARDS AT COMMISSION OFFICE

1. **Object :** The Bihar Commission for Protection of Child Rights intends to provide Round the Clock Security of Commission's Office at 22-B, Harding Road, Patna as per the requirement.
2. **Quantum of work :** The Commission Office shall have Security Guards as per the term of reference. The initial period of contract would be one year and it shall be renewed every year subject to the consent of both the parties.
3. **General Condition :** (Proof of all below conditions must be attached in the Technical Bid envelop)
 - a. The Concerned Security Agency must be registered under India Laws.
 - b. The Security Agency must have an experience of providing such services in Government sector / Banking sector / PSU's etc.
 - c. They should be duly registered with the Labour / Ministry of Defence at the Govt. of India level and/or at the Govt. of Bihar level.
 - d. They should have an experience of at least 3 years in the business of running the security agency.
 - e. They must have an annual turn over of Rs. 25 lakhs.
 - f. All the guards provided to Commission shall be retired personnel from any State Police, Army and Para military forces including CRPF.
4. **Term of Reference :**

The Security agencies are required to provide the following :

 - a. (i) 24 hours 3 shifts security in all 7 days of week
(ii) Commission may require armed as well as un-armed for the purpose.
 - b. Other services :
 - (i) The Security Agency has to maintain close liaison with the local Police Station.
 - (ii) All the Guard must be in touch with each other, would only change shift with proper hand over and take documentation process at daily basis.
5. **Bids :**
 - a. Interested firms must submit their Bids in two envelopes separately. One envelope should contain Technical Bid and other should contain Financial Bid.
 - b. The Bid must be accompanied with DD of Rs. 5000/ (Rupees five thousand) (non - refundable) in favour of BIHAR BAL ADHIKAR SANRAKSHAN AYOOG, BIHAR payable at Patna.
 - c. The Financial Bid of only those firms would be opened who satisfy the Technical requirement as mentioned in Para 3 of RFP.
6. **Financial Bid :**
 - a. The Security Agencies shall quote the rates in the table as given below :

Sl. No.	Person	Rate per month (taxes to be shown separately)	Remarks
1.	Un-armed Guard		
2.	Armed Guard		



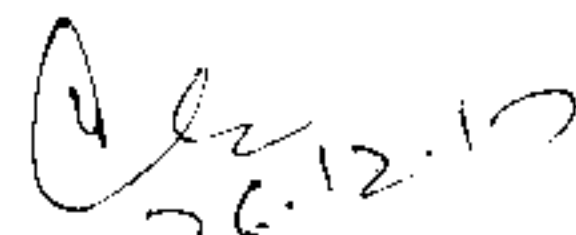
- b. The rate quoted must adhere to the minimum wages prescribed by DG, Resettlement, Ministry of Defence, Labour Resource Department and other Govt. Departments.
- c. Taxes must be shown separately.
7. **Technical Bids :-** Technical Bid should contain papers and proofs as support of fulfilling the condition of Para 3 along with a Self Declaration that the all provided information are correct and agency has not in Black listed by any Govt./Public Sector units.
8. **Payment Schedule :-** The payment shall be made to the Security Agencies for the month for which Bills has been raised.
9. **Bank Guarantee :** The successful Security Agency shall have to submit a Bank Guarantee of Rs. 60,000.00 (Sixty thousands) having validity of 1 year from the date of contract.
10. **Period of Contact :** The Period of Contract would be 12 months. Commission shall periodically review the progress of the contract with the Agency. In case commission does not find the work satisfactory it may terminate the contract at one month's notice and forfeit entire / part of the Bank Guarantee along with existing monthly Bill/s. The Successful Agency may also exit the contract at any stage by giving two month's notice.
11. All disputes shall be subject to Court of Patna.
12. The Secretary reserves the right to reject any Bid at any stage without assigning reasons thereof.
13. **Crucial Dates :**
- a. Last date of purchasing Bid document : 23th January,2018
- b. Last Date of submission of Bids document (Technical & Financial) : 25th January,2018
- c. Date of opening of Financial Bids : next 3rd working day or as decided by office
14. The Bids (Both Technical & Financial) should be sent to :
The Secretary
Bihar Commission for Protection of Child Rights
22-B, Harding Road, Patna

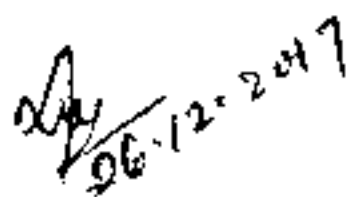
Sd/-
Secretary
SCPCR,Bihar,
Patna

Letter No. 750

/date- 26.12.17

Copy forwarded to Miss. Arti, I.T Manager, Social Welfare Department, Bihar to upload on BSCPCR, Bihar Website this Request for Proposal for Providing TRAINED SECURITY GUARDS AT COMMISSION OFFICE .


Secretary
SCPCR,Bihar,
Patna


26.12.2017