

MAHARASHTRA STATE TEXTILE CORPORATION LIMITED

A Government of Maharashtra Undertaking

CIN: U17120MH1966SGC013568

**Regd.Office: 303, Kshamalaya,37, New Marine Lines,
Opp. SNTD Patkar Hall, Mumbai – 400 020.**

e-Tender Notice

e-Tender is invited **FOR APPOINTMENT OF PRIVATE SECURITY AGENCY AT KOLHAPUR.**

The e-Tender document, containing terms and conditions can be viewed and downloaded from the website www.mstc.co.in and same should be electronically submitted online on the website <https://mahatenders.gov.in> w.e.f. 14/06/2017 to 07/07/2017 (upto 6.00 P.M.). The cost of e-Tender Document form is Rs.1,000/- (Rs. One Thousand only) and EMD of Rs.50,000/- (Rs. Fifty Thousand only) need to be paid online as mentioned in e-Tender document.

Administrative Office, Kolhapur
 Maharashtra State Textile
 Corporation Ltd.
 Post Box No.206, Shahupuri,
 Kolhapur – 416 001.

Tel.No. 0231-2659029
 Mobile No.09371112989

Regd. Office :
 Maharashtra State Textile
 Corporation Ltd.
 303, Kshamalaya,
 37, New Marine Lines,
 Opp. SNDT Patkar Hall,
 Mumbai – 400 020.

Tel No. 2203 0508, 2201 0917

**SCHEDULE FOR E-TENDER FOR APPOINTMENT OF PRIVATE SECURITY
 AGENCY AT KOLHAPUR.**

Sr. No.	Tenders Stage	Start Date	End-date
(1)	Tender Release	13/06/2017 at 11.00 hrs.	14/06/2017 at 11.00 hrs.
(2)	Tender download	14/06/2017 at 11.01 hrs.	07/07/2017 at 18.00 hrs.
(3)	Bid submission	14/06/2017 at 11.01 hrs.	07/07/2017 at 18.00 hrs.
(4)	Technical bid opening	10/07/2017 at 11.30 hrs.	10/07/2017 at 12.30 hrs.
(5)	Price bid opening	11/07/2017 at 12.30 hrs.	11/07/2017 at 13.30 hrs.
(6)	Discussions	Date will be communicated later on.	

Note : Discussions with the qualified tenderers will be held later on at the registered office of the Corporation, date of which will be communicated separately.

TENDERER OFFER

(1) Name of Tenderer : _____

(2) Address : _____

(3) Mobile No. : _____

(4) PAN No. : _____

(5) Security Agency Registration : _____
No. with appropriate Govt.
Authority.

(6) If Firm, Name of Partners : _____

(7) Rate : **per security guard**
(Civilian) for 30 days, 8 hrs.
duty daily. This is inclusive of all
applicable Statutory liability as
indicated in tender document
inclusive of service Tax or GST
whichever is applicable will be
deposited by MSTC Ltd. directly
to concern Govt. Authority from
the bill submitted by Security
agency.**Please refer BOQ format to be
filled rate Online only.**(8) Tenderer / Company's : _____
P.F. Account No. if any : _____(9) Tenderer / Company's : _____
ESI Account No. if any : _____(10) License issued by the office of : _____
Commissioner of Labour while
Registering Security Agency.

(11) NOC issued by Police Dept. : _____

**I/we shall abide by all the tender conditions mentioned on page No.3
to 9.**_____
Signature

Place : Kolhapur

Date : _____

MAHARASHTRA STATE TEXTILE CORPORATION LIMITED
Regd.Office : 303, Kshamalaya, 37, New Marine Lines, Opp.SNDT
Patkar Hall, Mumbai – 400 020.
E-Tender for appointing private Security Agency at MSTC's
Administrative Office at Kolhapur.

TERMS AND CONDITIONS FOR SECURITY CONTRACT ARE AS UNDER:-

- 1) The cost of the prescribed blank E-tender form is Rs.1,000/- (Rs. One Thousand only) each which is non-refundable.
- 2) While submitting the E-tender, it is binding on the tenderer to put his signature on every page and in case, there is a correction in writing, then tenderer should put their signature on that place. Likewise, it is necessary to put signature on page No. 2 to 10 of tender conditions and after it's scanning to upload the tender.
- 3) Tender submitted without signature on all the pages will not be accepted. Likewise any tender condition is modified or tenderer puts his additional conditions, then such tender document shall liable to be rejected.
- 4) As per information and Technology Act, 2000, the tenderer should get Class-2 or Class-3 – Digital Certificate (both signing and encryption) from any certifying authority by paying prescribed fees, then only tenderer will become eligible to submit the tender.
- 5) Tender form is not transferable to others.
- 6) Only registered Security Agencies are eligible to submit the tender. Tender in prescribed form can be viewed and down loaded from MSTC's Website www.mstc.co.in and will have to be submitted on line

on web site of the NIC <https://mahatenders.gov.in> during prescribed period as mentioned on Page No.2.

- 7) As per the GR No.GAD-DIT 080/2/2014-GIT (MH) dated 13/8/2014, issued by Information Technology (GAD), Govt. of Maharashtra, the amount of Rs.1,000/- (Rs. One Thousand only) towards cost of tender form and Rs.50,000/- (Rs. Fifty Thousand only) towards interest free EMD will have to be paid online in SBI Account.
- 8) After opening of the E-Tenders at Registered Office of the Company at Mumbai, discussions will be conducted with the lowest tenderers and other tenderers who have quoted 25% above of the lowest tenderer.
- 9) After opening of the tenders, the EMD amount of the tenderers who are not eligible for discussions will be auto refunded to them through SBI, E-payment gateway to their same account from where tender Form fee and EMD is paid, only after completion of the tender procedure. After discussions, the EMD amount of lowest three tenderers will be retained with the SBI. The EMD amount of the remaining tenderers will be refunded through SBI, e-payment to their bank account only after completion of the tender procedure.
- 10) Under any circumstances, right will not be available to the first, second and third lowest tenderers to withdraw their offer during the period of 60 days from the date of opening of tender. Their EMD amount shall continue to remain without interest with SBI Account.
- 11) The Security Agency will provide Eighteen (18) Civilian Security guards daily in all the 3 shifts, 6 in each shift at our Administrative Office, i.e. Shri Shahu Chhatrapati Mills, Post Box No.206, Shahupuri, Kolhapur - 416001. Shift timing will be as under:-

1 st Shift	-	8.00	A.M.	to	4.00 P.M.
2 nd Shift	-	4.00	P.M.	to	12.00 Midnight
3 rd Shift	-	12.00	Midnight	to	8.00 A.M.

However, Management shall have liberty to increase or reduce the Guards as per shift-wise requirements. Further, strength could be reduced or increased by the management during the operation of contract.

- 12) Tenderer has to submit online per month rate inclusive of statutory and Tax liability inclusive of service tax or GST whichever is applicable per security guard for 30 days including weekly holiday for eight hours duty daily. This shall be subject to Tax Deduction at Source and Professional Tax if applicable.**
- 13) No accommodation arrangement inside the premises will be made and no security guard or any other representative of security agency will be allowed to stay inside the premises after duty period is over.
- 14) The Security Agency shall bear the statutory liabilities towards PF, ESI etc. and shall submit for each month the proof / Challans of amount paid to the respective authority. On receipt of the proof i.e. Challans in respect of previous month, the next month's payment will be released.
- 15) The Security Agency shall cover the security guards under Group Insurance Accident Policy or coverage under E.S.I. Act so as to ensure the coverage of any eventuality including accident that may occur during the course of employment and out of the employment. For this Security Agency shall be solely responsible.
- 16) The statutory liabilities such as Provident Fund, ESIC, Minimum Wages, Group Insurance, Contract Labour Registration are to be strictly followed by Security agency.
- 17) The Security Agency after awarding contract shall deposit Rs.1,00,000/- (Rs.One Lakh only) with MSTC's Administrative Office at Kolhapur as interest free security deposit by D.D., which shall be kept during operation of this security contract. On receipt of the security deposit, the EMD of the successful tenderer will be refunded through SBI, e-payment gateway to their same Bank Account.
- 18) This Security contract will be for a period of two years i.e. from 01/08/2017 to 31/07/2019 (i.e. 8.00 A.M. of 1/8/2019). However, the

Management shall have a right to terminate the contract by giving at least 07 days notice. In case the Security Agency intends to terminate the contract then the Security agency shall be required to give at least two months prior notice to the Management. In that event the security deposit of Rs.1,00,000/- (Rs.One Lakh only) shall liable to be forfeited.

- 19) Security Agency shall submit the bill every month on or before 5th of following month and Management will pay the bill amount within 15 days from the date of receipt of the bills by Account Payee Cheque after deducting service tax or GST whichever is applicable and other applicable taxes which will be deposited by the MSTC Ltd. to the concern Govt. Authority.**
- 20) The monthly bill amount shall be paid on the basis of Security guards provided by the Security Agency on day-to-day basis.
- 21) The Security Guards provided by Security Agency shall perform duties in disciplined manner and should be well in dress/uniforms. And should also be conversant to use fire fighting equipment available in the premises of MSTC's Administrative Office at Kolhapur whenever required. The Security Agency shall ensure this.
- 22) The Security guards provided by Security Agency shall be required to protect the MSTC's Administrative Office's properties/assets. If any loss caused to the properties due to negligence on the part of security guard/s, then Security Agency shall be required to indemnify the same and make good of the loss to the MSTC's Administrative Office/MSTC Ltd. In case, the security agency fail to comply the same then the amount to the extent of damage / loss caused to the property shall be recovered from Security Deposit amount for which the security agency shall indemnify. If the loss is not fully satisfied from Security Deposit amount, then security agency shall be liable to discharge the liability fully.
- 23) Except contracted rate, the Management shall not bear any more liability in financial nature of whatsoever. Torches with battery backup, Lathi, Uniforms shall have to be provided by the Security Agency.

- 24) The amount of rate given per security guard shall be inclusive of service tax or GST whichever is applicable and cess as applicable. In case, there is changes in tax rates the same shall be applicable and borne by the Security Agency. The amount of rates agreed by the Security Agency shall not be changed upward during the period of security contract.**
- 25) The conduct / behaviour of security guards provided by the security agency shall be proper and they shall not indulge in indiscipline behaviour of whatsoever nature. The security guards shall be trained in Industrial Training and Physically fit in all respect.
- 26) The Security Agency shall provide the residential address proof, passport size photo, character certificate of local police station of each security guard to the Management before employing. Any changes in the employment of security guards shall be made known to the Management by the security agency. While reporting, security guard should sign the register kept by the Management. Management reserve right to allow or disallow the entry of the security guards for administrative reasons.
- 27) The security guards provided by the security agency shall perform security functions under supervision / instructions of Sr. Consultant (GAD) or of any other Consultant, authorized by the Management. However, Security agency should daily supervise the security guards so as to ensure their proper working.
- 28) In case, breach of any of the condition of the security contract assigned to the successful tenderer is occurred on the part of security agency, then contract awarded is liable to be terminated by giving 7 days notice. In that event an amount of security deposit liable to be forfeited.
- 29) MD, MSTC Ltd. is empowered to relax any of the technical condition without assigning reasons thereof.
- 30) MSTC is empowered to cancel the e-tender process without assigning reasons thereof.
- 31) Legal jurisdiction of this security contract will be at Kolhapur.

- 32) The security agency to whom contract is awarded shall be required to execute an agreement on stamp paper of Rs.500/- (Rs. Five Hundred only) agreeing to the terms No.1 to 31.

Technical Bid/Cover

1. Copy of the PAN Card of the Tenderer.
2. Company / Firm registration details.
3. Tender Fee and EMD Online Generated Payment Receipt
4. P.F. Registration Certificate.
5. E.S.I. Registration Certificate.
6. Copy of NOC from Police Department.
7. Security Agency's Registration Certificate from appropriate Govt. Authority.

Financial Bid/Cover

1. BOQ (Need to submit online Only)

Guidelines / Instructions

1. All eligible interested tenderer who want to participate in e-tendering process should compulsory get enrolled on e-tendering portal <https://mahatenders.gov.in>
2. Tender documents can be seen, downloaded and submitted from the website <https://mahatenders.gov.in> only.
3. Tender Form Fee and EMD can be submitted through SB MOPS Payment Gateway only.
4. Prospective tenderer should submit technical documents scanned copies in .pdf format in Technical Bid/Cover.
5. Prospective tenderer should submit BOQ rate in given .xls format in Financial Bid/Cover.

6. Prospective tenderer should have valid Class-2 or Class-3 Digital Signature Certificate (DSC) obtained from Authorized Certifying Authorities.
7. Prospective tenderer shall contact for details or difficulties in submission of online tenders if any to the 24 x 7 Telephonic Help.
8. Prospective tenderer shall contact for details or difficulties in submission of online tenders if any to the 24 x 7 Telephonic Help Desk Number 1800-3070-2232 Mobile No.07878007972 and 7878007973. E-Mail:cppp-support@nic.in or with Mr. Vinayak Agre of NIC Mobile No.08879002344.