



RAJIV GANDHI UNIVERSITY
(A Central University)
Rono Hills, Doimukh - 791112
Arunachal Pradesh

No. Estt-215/2004/SC/Vol-II/686

Dated the 4th September'2019
17th

NOTICE OF TENDER

The Rajiv Gandhi University invites wax-sealed tender from Govt. of Arunachal Pradesh license holder security agencies/firms having energetic, trained and well equipped security personnel aged between 18 to 35 (preferably volunteered retired persons from Arm Force, Navy, Air Force etc.) for deployment at Rajiv Gandhi University for a period of 1 (one) year. Interested parties may quote rates for providing the following services:

1. The Manager/Managing Director of the Firm should fulfill the followings :
 - a. Valid license issued by the Govt. of A.P. to run the business for providing security services.
 - b. Possesses Employee's Provident Fund (EPF).
 - c. Possesses Group Insurance Scheme for its employees.
 - d. Needs to provide neat and clean uniforms and other accessories to its guards along with other equipments required during duty hours.
 - e. Selected Firm must deposit Security money of to Rs.1,00,000/- (Rupees One Lakh) only in the shape of Demand Draft in favour of Registrar, Rajiv Gandhi University, Doimukh payable at Bank of Baroda, A.U. campus, Doimukh.
 - f. The firm must have 5 (five) years of experience of performing similar nature of works.
2. The tender shall have to be submitted in 3 (three) separate sealed covers, duly completed in all respects viz. one for "earnest money amounting to Rs. 5,000/- (Rupees Five Thousand) only non-refundable", the second for "technical bid" and the third for "financial bid". The name of the work and the words "earnest money", "technical bid only" and "financial bid only", should be clearly written on the top of the respective sealed covers. All the three bids, along with the letter for submitting tender shall be put in a single sealed cover and the name of the work "Providing of security personnels in Rajiv Gandhi University, Rono Hills, Doimukh" shall be clearly written on top of the sealed cover.
3. The envelope must reach on or before upto 07/10/2019 in the office of the Registrar, Rajiv Gandhi University, Rono Hills, Doimukh and the technical bid will be opened on 10/10/2019 at 3.30 p.m. followed by financial bid. Financial bid of the firm shall not be opened whose technical bid is found to be incomplete.
4. The acceptance of a tender rests with the Registrar, Rajiv Gandhi University, Rono Hills, Doimukh, which does not bind itself to accept the lowest tender and reserves itself the authority to reject any

Signature

or all of the tenders received without assigning any reason. Incomplete tender in any respect shall liable to be rejected.

5. Canvassing in any form in connection with tender is strictly prohibited and contractors who resort to be canvassing will be liable to rejection.
6. All rates should be quoted on the proper form in the tender published by the University.
7. On acceptance of the tender, the name of the accredited representative (s) of the contractor who would be responsible for taking instructions from the Registrar, Rajiv Gandhi University, Rono Hills, Doimukh shall be communicated to the RGU.
8. All the Security Personnels supposed to be deployed in the Rajiv Gandhi University must have or open a Saving Bank Accounts in the Bank of Baroda (erstwhile Vijaya Bank) located in the University campus and the Contractor must pay their salary through account payee and submit payment statement every month to the office along with the bill.
9. It will be obligatory on the part of the tenderer to sign the tender documents on each page.
10. Tenders without wax sealed shall be summarily rejected.
11. The tenderer should acquaint themselves with the working conditions of the University.
12. All the day to day duties of the Security Personnels shall be supervised by the Senior Security Officer of Rajiv Gandhi University. However, overall Administrative Control on Security Agency shall be lies on the Registrar, Rajiv Gandhi University.

Other rules, regulations, terms and conditions which are not specified herein shall be governed by the Rajiv Gandhi University as deemed fit followed by deed of agreement.


17.9.19
Registrar i/c

(IN THE LETTER HEAD OF THE FIRM)

QUOTATION

Designations	Rate per person per month
Supervisor	
Security Guards	
Sub-Total	
Service charge in % to above amount.	
E.P.F.	
E.S.I.	
Total	

Signature of the Proprietor/
Authorized signatory of the firm
with seal and date