

होटल प्रबंध खान-पान एवं पोषाहार संस्थान

कुफरी शिमला-12

(भारत सरकार एवं हिमाचल प्रदेश सरकार द्वारा संयुक्त रूप से प्रायोजित)

निविदा सूचना

प्रधानाचार्य, होटल प्रबंध खान-पान एवं पोषाहार संस्थान कुफरी शिमला-12 की ओर से दो बोली प्रणाली (भाग-1 तकनीकी बोली व भाग-2 वित्तीय बोली) में हि. प्र. सरकार द्वारा निर्धारित न्यूनतम मासिक वेतन व आउटसोर्स के आधार पर श्रम शक्ति, सुरक्षा गार्ड की सेवायें उपलब्ध करवाने हेतु मोहर बंद निविदाएँ आमंत्रित की जाती हैं।

निविदाएँ दिनांक 16.03.2020, दोपहर 1 बजे तक या उससे पहले जमा करवाई जा सकती हैं तथा उसी दिन सां 3 बजे निविदाकर्ता या उनके अन्य कोई प्रतिनिधि, यदि कोई उपस्थित होंगे, के समक्ष निविदाएँ खोली जाएंगी। किसी एक अथवा अन्य सभी निविदाओं को बिना किसी कारण रद्द किए जाने का पूर्ण अधिकार स्वयं प्रधानाचार्य के पास होगा।

निविदा फॉर्म का मूल्य रु. 500/- निर्धारित किया गया है जो कि संस्थान के खाता स., जो कि संस्थान की वेबसाइट पर उपलब्ध है, में ऑनलाइन जमा करवाया जा सकता है। निविदा पत्र तथा इसके सम्बन्ध में विस्तृत जानकारी संस्थान की वेबसाइट:- www.ihmshimla.org. से डाउनलोड कर के प्राप्त की जा सकती है।

1. निविदा पत्र बिक्री की तिथि : 24 फरवरी, 2020 से 16 मार्च, 2020 (12 बजे तक)
2. निविदा पत्र जमा करने की अंतिम तिथि : 16 मार्च, 2020 (1 बजे तक)
3. निविदा खुलने की तिथि व समय : 16 मार्च, 2020 (3 बजे)
4. अग्रिम/ जमानती राशि का मूल्य : रूपये 25000/- (रु.पच्चीस हजार) केवल

वित्तीय बोली तकनीकी बोली के पश्चात खोली जाएगी। वित्तीय बोली के लिए केवल वही निविदाकर्ता योग्य होंगे, जो तकनीकी बोली की अहर्ताएं पूर्ण करता हो।

निविदाकर्ता द्वारा निविदा फॉर्म के मूल्य की ऑनलाइन जमा गई रसीद की प्रति अन्य दस्तावेजों के साथ संलग्न की जानी आवश्यक है। निविदा फॉर्म के मूल्य के बिना जमा करवाई गई निविदाएँ रद्द कर दी जाएंगी।


प्रधानाचार्य

**INSTITUTE OF HOTEL MANAGEMENT
CATERING AND NUTRITION
KUFRI, SHIMLA-171012.**

(Jointly sponsored by the Govt. of India and Himachal Pradesh Govt.)

TERMS AND CONDITIONS

1. Sealed tenders are invited on behalf of the Principal, Institute of Hotel Management, Catering & Nutrition, Kufri, Shimla-171012 for providing trained Security Services Manpower (watch and ward) on minimum wages as prescribed by the State Government. The terms and conditions of the contract are detailed hereunder :-
2. The cost of Tender form i.e. Rs.500/- and cost of Earnest Money i.e. Rs.25,000/- must be made online and also mention UTR Nos. with tender documents. The successful Tenderer will have to deposit an amount of Rs.1,00,000/- (rupees one lakh) within 21 days after awarding work through online mode only as security amount.
3. The tenderer should be a registered under Company/a firm/agency and should possess all the statutory registrations & certifications etc. required for the security services manpower (watch and ward) business.
4. The annual turnover of the tenderer should be more than Rs.30.00 lakhs (thirty lakhs) for the previous financial year. The duly certified copy by the Chartered Accountant/Concerned authority on turnover should be attached with the tender.
5. The number of manpower will be purely need based for providing security services (watch and ward) around the clock at IHM premises including Main Gate, Administrative building, Girls and Boys Hostels, Guest House, Mahasu building, Radha Krishna Building, Cafeteria, Dining Hall, Recreation area etc. The other work can be assigned by the Competent Authority of the Institute.
6. The firm/Company should have at least three years of continuous experience in the field of providing services in Central Govt. Establishments/autonomous bodies of Govt. of India/ State Govt. Corporations of Govt. of India/reputed public or private organizations.
7. The contractors are advised to survey the areas to assess the job requirement before quoting their rates.
8. If tenderer does not accept the offer, after issue of award letter by the Institute within 15 days, the offer made shall be deemed to be withdrawn/cancelled without any notice & earnest money stands forfeited and offer will be issued to 2nd lowest tenderer.
9. The tenderer is not permitted to re-sale his offer to the other tenderer or modify terms and conditions. If the tenderer fails to observe and comply with the aforesaid terms and conditions the amount of EMD will be forfeited by the Institute. In the event of the offer not accepted by the tenderer, the amount of earnest money deposited by the tenderer will be forfeited.
10. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders on his behalf. Name and address of permanent representative of the tenderer if any also be indicated.
11. No interest on security and earnest money deposited shall be paid by the Institute to the Tenderer.
12. Decision of the Principal, IHM, Kufri, Shimla(H.P) shall be final for any aspect of the contract and binding on all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consolation and in case of failure of settlement dispute shall be referred to the sole arbitrator to be appointed by the Principal, IHM, Kufri, Shimla(HP). The decision of the sole Arbitrator so appointed shall be final and

binding on the parties. Arbitration proceedings shall be governed by the Arbitration & Constitution Act, 1996.

13. Acceptance by the Institute will be communicated by E-mail, Letter or any other form of communication. Formal letter of acceptance and work order of the Tender will be forwarded as soon as possible, but the earliest instructions in the E-Mail/ Express letter etc, should be acted upon immediately.
14. Successful Tenderer is required to submit the copy of C.P.F Challan to this Institute every month along with the C.P.F amount of each manpower deposited in the E.P.F.Office before submitting the next bill along with UTR Nos of payment of wages to manpower (Security Guards), failing which payment of wages will not be made.
15. The following documents/vouchers duly signed by the tenderer are required to be enclosed with the tender form as a part of the tender's document.
 - a) Copy of Registration certificate of Company/Firm/Agency under the Registration Act.
 - b) Minimum turnover of the firm may not be less than Rs.30.00 (rupees thirty lakhs) only during the previous financial year (attach copy of relevant document to this effect).
 - c) Last three years continuous experience of the firm in the field of providing such services in Central Govt./Semi Govt. Establishments/Autonomous bodies/State Govt/Corporations/reputed public or private organizations etc. Provide the details of clients along with performance certificates.
 - d) Duly certified copies of the satisfactory services where the Tenderer is providing the services for the last three years.
 - e) Employees' EPF registration certificate issued by local govt. etc. First preference shall be given to the Company being registered with EPFO, Shimla
 - f) Employees ESI/Workmen Compensation Policy certificate issued by local Govt. etc.
 - g) GST registration certificate issued by Govt.etc
 - h) Income Tax Registration Certificate (PAN)
 - i) Only those firm/Company will be considered for financial bid who will qualify the technical bid by submitting the information as desired above.
- 16) The terms and conditions other than listed above will not be entertained.
- 17) The contractor whose tender will be accepted by the Institute will have to deploy the Security Guards, with proper uniform & other mandatory appliances.
- 18) The Security so deployed will be responsible for all the movable/unmovable property of the Institute. If any item damage/missing, intimation to this effect should be brought to the notice of the Principal with proof, failing which the cost of the item/items would be recovered from the firm/agency.