

ARMED FORCES TRIBUNAL,
REGIONAL BENCH, KOLKATA,
O-6, CLYDE ROW, HASTINGS, KOLKATA-700 022
(FAX NO. 033-22236832
TELE NO. 033-22236877)

NOTICE INVITING QUOTATION

Firms (a) having Security Services Licence under West Bengal Private Security (Regulation) Rules, 2007 and equivalent and Trade Licence issued by the respective authority like The Kolkata Municipal Corporation, etc., (b) either sponsored by the D.G.R. or served earlier under the guidelines of D.G.R. at least for three years, are requested to submit quotations for providing Security Guards/Supervisors, etc., by 12th March, 2014 at 04.00 PM : For details -
Visit AFT's website www.aftkolkata.nic.in

By Order

Bhim Charan Maity
BHIM CHARAN MAITI
REGISTRAR 25.02.14

ARMED FORCES TRIBUNAL, REGIONAL BENCH, KOLKATA
O-6, CLYDE ROW, HASTINGS, KOLKATA-700 022
(TELE NO. : 033-2223-6877, FAX NO. : 033-2223-6832)

File No. : 4(1)/AFT/KB/OS/2009/VOL.VI

Dated : 25th February, 2014

NOTICE INVITING QUOTATION

Sealed quotations (technical and commercial bids) are invited for hiring an Agency providing the security and the following services in the office mentioned above for a period of one year extendable by an year for a maximum period of three more years as per satisfactory annual performance.

Details of Service	Num- bers	Works Specifications
Supervisor	01	Office consists of ground floor and first floor with common areas, two rooms for Bar Association, Court Rooms, Chambers of Hon'ble Members, Chamber/Room of Registrar and other officers/staff, attached toilets thereto and green areas outside the office building, it needs to be supervised with regard to maintenance of security and other related field.
Chowkidar (Security)	06	There are two entrances to the building and rooms in all the wings of two floors of the building for which security arrangement have to be made round the clock.
Safaiwala (House Keeping)	06	For up-keeping the office premises well furnished.
Photocopier Attendant	02	Two photocopy machines are to be operated.
Mali	01	There shall be potted plants on the main entrance of the office building, common areas inside the building and the Chambers which have to be maintained.
TOTAL	16	

At the time of submitting tender, 02% of amount of the annual value which is to be approx Rs. 24,96,336/- is to be deposited by the bidders through Demand Draft in favour of Registrar, AFT, Regional Bench, Kolkata. The said deposit amount is refundable to the bidders after the completion of bidding process.

Presently, as per the approved wages list of the Directorate General of Resettlement/ Labour Department of Govt. of West Bengal, the minimum wages are to be followed.

The office premises can be inspected on any working day between 10 A.M. to 4 P.M. on prior appointment, if so desired. Cost of cleaning materials shall not be included. Bids (technical and commercial) will be received by the aforesaid office in separate sealed covers till **12.03.2014, 04.00 P.M.** The technical bids will be opened on **the next day at 03.00 P.M.** Shortlisted bidders will be intimated the date and time for making a presentation and thereafter qualified bidders will be invited for opening the commercial bid by giving suitable date and time. No correspondence will be allowed by post.

Details of terms and conditions, including Qualitative Requirements (Q.R.) and Contract Agreement e.t.c., can be obtained from the undersigned or can be down loaded from Armed Forces Tribunal, Regional Bench, Kolkata website at **www.aftkolkata.nic.in**


(BHIM CHARAN MAITI)
REGISTRAR

25.2.14

**TERMS AND CONDITIONS FOR HOUSE KEEPING SERVICES OF
ARMED FORCES TRIBUNAL, REGIONAL BENCH, KOLKATA**

1. Following are the Qualitative Requirements (Q.R.) for the Tenderers/Service Providers :-
- (a) Should have the Security Services Licence under West Bengal Private Security (Regulation) Rules, 2007 and equivalent and Trade License issued by the respective authority like The Kolkata Municipal Corporation, etc.,.
 - (b) Should have valid registration of E.P.F., E.S.I.C., Service Tax, Profession Tax, and Income Tax (Copy of those documents along with copy of PAN Card and IT Returns for the last three years are to be enclosed).
 - (c) Tenderer should have been in the relevant business for at least the past 05 (five) years in reputed large establishments preferably Govt./Govt. Undertaking/Autonomous Bodies (Certificate to be enclosed).
 - (d) The Tenderer to follow the Central Government/Govt. of West Bengal, Labour Department Wage Rates.
 - (e) The Tenderer should have been either sponsored by the DGR or should have served earlier under the guidelines of DGR at least for three years.

2. **Procedure of Award.** Tenderer (Service Provider) will deposit two sealed envelopes, one with Technical Bid with details relating to their Company on each point of "Q.R." as stated above. The second envelope shall contain the Commercial Bid.

After meeting the Q.R.s, the Selection Committee shall short list and those who qualify will make a presentation to the Selection Committee at a date and time intimated to them. They will be rated as per their technical rating awarded by the Selection Committee. The first three will be selected for commercial evaluation.

Commercial Bids of those who qualify in technical merit will be opened in presence of all at a fixed time and date. The lowest commercial bid shall be selected and put through a price negotiation process. The selected vendor will be intimated thereafter for conclusion of contract agreement.

3. **Contract Agreement.** Contract Agreement in duplicate on Non Judicial Stamp Paper of the value of not less than Rs. 10/- for agreement shall be executed after award of the work to the successful tenderer. Till the final contract documents are prepared and executed, these tender conditions together with the modification, deletion agreed upon by the Armed Forces Tribunal, Regional Bench, Kolkata and tenderer thereof shall constitute a binding contract between the successful tenderer and the Armed Forces Tribunal, Regional Bench, Kolkata based on such terms and conditions and finally submitted and accepted prices. The Tenderer (Service Provider) shall deposit Rs. 2.5 lakhs as performance guarantee at the time of agreement which shall not carry any interest and shall be refunded to the Tenderer after satisfactory completion of the terms of the agreement + 60 days thereafter.



(BHIM CHARAN MAITI)
REGISTRAR
AFT, REGIONAL BENCH, KOLKATA

25.2.2014