केन्द्रीय विद्यालय कोचबिहार के लिए निविदा सुरक्षा सेवा, संरक्षण और माली के लिए निविदा सूचना वर्ष 2020-21 के लिए है.।

केंद्रीय विद्यालय क्चिबहार उपरोक्त विषयों के लिए सीलबंद निविदा आमंत्रित करता है। सभी कार्य दिवसों में कार्यालय से निविदा दस्तावेज एकत्र किए जा सकते हैं या वेबसाइट (coochbehar.kvs.ac.in) से डाउनलोड कर सकते हैं। भरे हुए निविदा प्रपत्र 5000/- रुपये के EMD के साथ सील लिफाफे में इस कार्यालय तक 22.02.2020 को पहुँचने चाहिए। 5000 / - डीडी (वापसी योग्य) केन्द्रीय विद्यालय कूचबिहार, वीवीएन खाता के पक्ष में होना चाहिए।

प्राचार्य केन्द्रीय विद्यालय , कोचबिहार दुरभाष 03582 – 258212 / 258010. TENDER NOTICE FOR PROVIDING SECURITY SERVICE, CONSERVANCY & CH. GARDENER FOR KENDRIYA VIDYALAYA: COOCH BEHAR FOR THE YEAR 2020-21.

Kendriya Vidyalaya Coochbehar invites sealed tender for the above items. Tender documents can be collected from the office on all working days or download from website (coochbehar.kvs.ac.in) .The filled Tender forms must reach this office in sealed envelope along with EMD of Rs. 5000/- through DD (refundable) in favour of Kendriya Vidayalaya Coochbehar, VVN Account latest by 22.02.2020.

Principal Kendriya Vidyalaya, Cooch Behar PH. 03582 – 258212 / 258010.

### KENDRIYA VIDYALAYA, COOCH BEHAR

P.O. NILKUTHI (BABURHAT), Dist: COOCH BEHAR, Pin: 736156 PH -03582 – 258212 / 258010

Details of particulars of firms for enlistments during the financial year 2020 - 21

1	Name of the firm	
2	Address of the firm	
3	Name of the proprietor/ partner	
4	Nature Business / Trade	
5	Copy of the trade license certificate & License for providing Manpower issued by the competent authority. Copy of EPF & ESI Registration certificate.	
6	Income Tax/TAN/PAN card Xerox copy to be attached.	
7	Vat and service registration certificate to be attached.	r
8	CST / GST certificate to be attached	
9	Contact No (Mobile & Landline)	
10	Email adders if any.	
11	Details of credentials to be attached.	
proprie M/S _ particul	Smt/ Ku tor / Partner of lars and documents furnished by me are ation/document found incorrect, my enlistme	do hereby certify that the above correct. I also under take that, if any ent is liable to be cancelled.
Date:-		Full signature of the proprietor/ partner
Remark	s of the DDO	Signature
	ALLOWED / NOT AL	LOWED
	CHAIRMAN, VI	MC

## KENDRIYA VIDYALAYA : COOCH BEHAR TERMS & CONDITION

Sub: Inviting Bid for engaging Service Provider Firm for providing Manpower through service contract.

- Sealed competitive Bids are invited by the Kendriya Vidyalaya, Cooch Behar, West Bengal from the reputed / registered Consultant / Service Provider Firm for providing Manpower through service contract initially for a period of 01 (one) year from the date of commencement of the contract which may likely to be extended for another year.
- 2. Valid Documents of firms i.e. Valid license issued by competent authority, EPF, ESI Registration, Income Tax return, Copy of TAN / PAN Card, credential etc to be given in separate envelope and Biding paper to be given in another envelope. The Two sealed envelopes clearly super scribing Technical Bid & Financial Bid to be given in another big sealed envelope.
- 3. The technical bid will be opened first and the financial bid of firms qualified in technical bid will only be opened.
- **4.** An outline of tasks to be carried out by different category of manpower provided is detailed as under:

SI. No.	Category of Manpower	Responsibilities
01.	Security Guards	Providing round the clock security services to Vidyalaya and its campus and to take care of all movable & immovable fittings & fixtures of the Vidyalaya to check pilferage, theft & willful damage to school property & vehicles of students during school hours.
02.	Gardener	Maintenance & upkeep of gardens, playfield & compound of school. Planting of ceremonial trees at proper location, trimming of grass regularly so that the grass level does not exceed by one inch, trimming of plants, hedges, outgrown trees etc. Cutting of weeding & undesired vegetation.
03.	Safai Karmachari / Conservancy worker	Class room, Varandah, labs, office, staffroom, staircase brooming & cleaning of Vidyalaya building. Disposal of sweepings, waste material, garbage etc. Cleaning of all toilets at least thrice daily with brush & Phynile, Acid etc (Material to be provided by the Vidyalaya). Regular dusting, cleaning of all furniture, helping the gardener in trimming of grass in playground regularly so that the grass level does not exceed by one inch.
04.	Data entry operator	Qualification: Graduate in any discipline with knowledge of computer (PGDCA/ BCA). Timing 09.00 a.m. to 4.00 p.m.

#### 2. Terms & Conditions:

- a) The wages shall be disbursed through bank transfer (RTGS/NEFT) to the employees individual account by  $5^{\rm th}$  of every month.
- b) The contracting Agency shall comply with all statutory obligations. Minor variations as per actual calculation will be borne by the indenter / Client.
- c) In case of any loss, theft / sabotage caused by attributable to the personnel deployed, the KVS reserves the right to claim and recover damages from contracting Agency.
- d) Provide new set of uniform every year with dress, shoes, whistle, High power strong torch & cap.
- e) The bidder will visit the Vidyalaya for surprise inspection of work done by the employee every week.

Signature & Seal of the bidder.

## KENDRIYA VIDYALAYA; COOCH BEHAR

ANNEXURE: A

No Si	Category of Manpower	ower	Rate per p	Rate per person per day (8 hrs.) Including EPF/ESI/Service Charges	day (8 hrs.)	s.) arges			Rate per pe	Rate per person for a EPF/ESI/Service Ch	Rate per person for a month EPF/ESI/Service Charges	Rate per person for a month including EPF/ESI/Service Charges
91	Security Guard with out arms		Rate per person	EPF	ESI	Service Charge	Total	Rate per	EPF	ESI	0 10	Service charge
			per day					month				
		1. Civilian										
		2. Ex- Service men										
02.	Safai Karmachari / Conservancy	ri /										
03.	Gardener											
2	Data Entry Operator	ator										
Note	Note: 1. Exemption from the payment of GST Notification No. 12/2017-Central Tax chapter 99 heading 9992.	rom the payme 992.	nt of GST N	otificatio	n No. 12/	2017-Cen	tral Tax (R	(Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 under	w Delhi t	the 28"	_	June, 2017
2 Rec	Requirement of Vidyalaya     Security Guard	<u>11aya</u> 03 / 04 person										
ii) Safaı Karr iii) Gardener	nchari	03 / 04 person 01/02 person										
w) Dat	iv) Data Entry Operator: 01	31				Bio	Bidder's Signature	ture				

Bidder's Signature \_\_\_\_\_ Name \_\_\_\_ Date & Time \_\_\_\_\_

Contd...P/2

- 400-The wages should not be less than the Central Govt. Labour Minimum Wages as per latest wage rates per day basis.
  - The rate should be shown separately of EPF, ESI Profit and Service Charges.
  - In case of discrepancy between "Rate per person per day" and "Rate per person for a month" the "Rate per person per day" shall prevail
- While quoting rates for security personnel please quote rates for civilians and ex-servicemen separately

Kendriya Vidyalaya, Cooch Behar, VVN A/C

Date&Time_	Name	piduel s oldilarnie
		lidiule

## KENDRIYA VIDYALAYA, COOCH BEHAR

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11	Details of credentials to be attached.	
proprie M/S _ particul	Smt/ Ku	do hereby certify that the above orrect. I also under take that, if any at is liable to be cancelled.
Date:-	<u> </u>	ull signature of the proprietor/ partner
Remarks	s of the DDO	<u>Signature</u>
	ALLOWED / NOT ALLO	<u>OWED</u>
	CHAIRMAN, VMC	

#### KENDRIYA VIDYALAYA : COOCH BEHAR TERMS & CONDITION

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Signature & Seal of the bidder.

- The wages should not be less than the Central Govt. Labour Minimum Wages as per latest wage rates per day basis.
- WN-The rate should be shown separately of EPF, ESI Profit and Service Charges.
- While quoting rates for security personnel, please quote rates for civilians and ex-servicemen separately. In case of discrepancy between "Rate per person per day" and "Rate per person for a month" the "Rate per person per day" shall prevail.

**Rs. 5,000/- (Rupees Five Thousand only)** is furnished herewith vide D.D. No. Kendriya Vidyalaya, Cooch Behar, VVN A/C. We agree to provide the above services of manpower and to abide by the terms and conditions contained in the bid document. An EMD of dated in favour of

# KENDRIYA VIDYALAYA; COOCH BEHAR

ANNEXURE: A

Single   Category of Manpower   Rate per person per day (8 hrs.)   Rate per person for a month including						FORMAT OF BID	OF BID						
Security Guard   Rate per   EPF   ESI   Service   Total   Rate per   EPF   ESI   Service   Total   Person per   Person p	S. S.	Category of Manp	ower	Rate per p	PF/ESI/Se	day (8 hr: ervice Ch	s.) arges		Rate per per EPF/ESI/Ser	son for a vice Cha	month i	ncluding	
1. Civilian   Person   Charge   Person per   Charge   Person per   P		Security Guard		Rate per	EPF	ESI	ce	Total	Rate per	EPF	ESI	Service	Total
1. Civilian  2. Ex- Service men  02. Safai Karmachari / Conservancy 03. Gardener  04. Data Entry Operator  04. Data Entry Operator  05. Safai Karmachari / Conservancy 06. Safai Karmachari / Conservancy 07. Safai Karmachari / Conservancy 08. Safai Karmachari / Conservancy 09. Safai Karmachari / C	01	with out arms		person			Charge		person per			charge	
1. Civilian  2. Ex- Service men  O2. Safai Karmachari / Conservancy  O3. Gardener  O4. Data Entry Operator  O4. Data Entry Operator  O4. Data Entry Operator  O6. Safai Karmachari from the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 united to the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 united New Delhi the 2017 united New Delhi				per day					monit				
2. Ex-Service men  02. Safai Karmachari / Conservancy  03. Gardener  04. Data Entry Operator  04. Data Entry Operator  04. Data Entry Operator  05. Safai Karmachari / Conservancy  06. Data Entry Operator  07. Data Entry Operator  08. Safai Karmachari / Conservancy  09. Safai Karmac			1. Civilian										
2. Ex- Service men  02. Safai Karmachari / Conservancy  03. Gardener  04. Data Entry Operator  04. Data Entry Operator  05. Safai Karmachari (Ast.) (SST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit to the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit to the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit to the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit to the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28th June, 2017 unit the 28													
Safai Karmachari / Conservancy 03. Gardener 04. Data Entry Operator 04. Data Entry Operator 05.			2. Ex-										
02. Safai Karmachari / Conservancy 03. Gardener 04. Data Entry Operator No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 u			Service										
Safai Karmachari / Conservancy  03. Gardener  04. Data Entry Operator  04. Data Entry Operator  04. Data Entry Operator  05. A Examplian from the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 u			men										
Safai Karmachari / Conservancy  03.  Gardener  04. Data Entry Operator  04. Data Entry Operator  04. Data Entry Operator  04. Data Entry Operator  05. Data Entry Operator  06. Data Entry Operator  06. Data Entry Operator	02.												
Conservancy  03.  Gardener  04. Data Entry Operator  1. Examption from the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united New		Safai Karmacha	ri /										
Gardener  O4. Data Entry Operator  No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 u		Conservancy											
O4. Data Entry Operator  O4. Data Entry Operator  O4. Data Entry Operator  O4. Data Entry Operator  O5. 1 Exemption from the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 u	03.												
04. Data Entry Operator  No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 u		Gardener											
04. Data Entry Operator  O4. Data Entry Operator  O4. Data Entry Operator  O5. 1 Examples from the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28 <sup>th</sup> June, 2017 united the 28 <sup>th</sup> June, 2017													
Note: 1 Examples from the payment of GST Notification No. 12/2017-Central Tax (Rate) dated New Delhi the 28" June, 2017 un	04	Data Entry Oper	ator								_		
	Ž	a · 1 Exemption fr	om the payme	nt of GST N	lotification	n No. 12/	2017-Cen	tral Tax (Ra	ate) dated Nev	w Delhi t	he 28"	June, 201	7 under

chapter 99 heading 9992.

2 Requirement of Vidyalaya
i) Security Guard 03 / 04 person
ii) Safai Karmchari 03 / 04 person
iii) Gardener 01/02 person
iv) Data Entry Operator 01

Contd...P/2