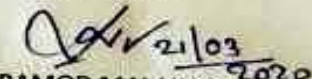


EOI NOTICE FOR SECURITY SERVICES/SWEEPING & CLEANING ASSISTANT.

EOI invited from registered firms/society for security services required for Govt. Degree College Kanchanpur, by 1.00 PM of 27 /03/2020. Qualified bidders will enter into six months agreement with this office for providing the services and which is extendable on the basis of service quality. Details about the EOI documents, terms and conditions and procedures may be available in the college office/College website www.gdck.ac.in. The EOI will be opened on the same day at 2.00 PM in presence of bidders.

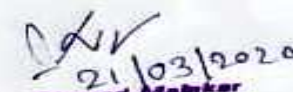
Yours faithfully

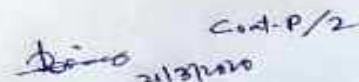

PRAMOD MALAKAR
(Principal-In-Charge)
Govt. Degree College
Kanchanpur, North Tripura
Principal-In-Charge
Govt. Degree College
Kanchanpur, North Tripura

TERMS AND CONDITIONS FOR PROVIDING SECURITY GUARD/
SWEEPING AND CLEANING ASSTT.
GOVT. DEGREE COLLEGE, KANCHANPUR

REF.NO.F.7 (296)-DHE/NG/2009/L/3487-3526.DT.AGT.20/12/2019

1. THE COMPANY/ AGENCY SHOULD FURNISH ATTESTED COPIES OF THE FOLLOWING DOCUMENTS.
 - a) Copies of Income Tax/Service Tax returns for the last 3(three) assessment years.
 - b) Copy of Trade license (men power supplying)is essential for carrying out the activities under the contract.
 - c) Copy of PAN CARD of the proprietor / partner / Company.
 - d) Copy of Registration under Service Tax/ GST Registration .
 - e) Details documentary evidences of experience.
 - f) Copy of valid Registration from competent authority.
2. The Agency should deploy energetic, trained, and physically fitted security personnel/Sweeping and Cleaning Asstt. Age should be above 18 (eighteen) years.
3. The agency shall not sublet the work to any other agency under any circumstances.
4. The agency has to submit the Bio-data along with photo graphs all deployed staff to the college authority.
5. The agency will provide the I/Card to their staff engaged in security.
6. In case of any accident to the personnel employed by the agency during the working time, the agency alone is liable to pay workmen's compensation and any other statutory dues or payments and the college authority is not liable for any payment of such kind.
7. The responsibility of payment of wages for the personnel deployed to carry out the agreement lies upon the agency and the college shall not entertain any representations, what so ever in this regard.
8. The security guards/ sweeping and cleaning asstt. should not any relationship with the college staffs and students.
- 9.If the services are not satisfactory , the college authority has every right to cancel the agreement at any time by giving one month's notice.
10. If any loss or damage is caused to the office by the persons deployed, the same shall be recovered from the unpaid bills.

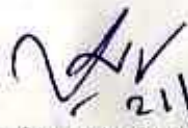

21/03/2020
Pramod Malakar
Principal-In-Charge
O.D.O. Code : 01034
Govt. Degree College, Kanchanpur
North Tripura


21/3/2020
Cod-P/2

11. The agency will abide by all Govt. laws and rules in the performance of the duties and the Head of Institution have the right for re-engagement on the basis of performance after expiry of agreement with intimation to the Directorate of Higher Education
12. The agency will provide security Guard and sweeping cleaning staff as per the approved rate of Directorate of Higher Education Govt. of Tripura vide Memo No F79296)- DHE/NG/09/418(37) dated 9th may 2016.
13. The rates accepted shall include expenditure towards uniform, seasonal clothing, rain coats and the essential items like lathis, torch with batteries, whistle, cycle etc.
14. The agency shall have to distribute the remuneration among the out- sourcing personnel in respect of the college by 3rd day of every month positively. The head of the institution shall take care of the matter so that timely disbursement of remuneration may be dean by the Agency as per the terms and conditions.
15. The Agency has to mention their maintenance cost not exceeding Rs-200/- (Rupees two hundred) from the monthly wages of the outsourcing personnel.
16. The agency has to ensure cleanliness of the uniforms of the outsourcing personnel.
17. The security personnel/ sweeping and cleaning Assistant at the college shall check and ensure that all the Sections/ Units/ Departments/Buildings are properly locked after the office hours.
18. The agreement is liable to be terminated in case of non-performance, deviation of terms & conditions of agreement, non-payment of remuneration of employed manpower and non-payment of statutory dues.
19. Payment will be made through DBT in favour of the Agency on quarterly basis or subject to availability of fund against bills raised by the Agency.
20. Bill is to be submitted in triplicate duly authenticated by the concerned officer.
21. Income Tax, if applicable, shall be deducted at source from all accepted payments, in accordance with the provisions of Income Tax Act. 1961 as amended from time to time.
22. In addition all other terms and condition laid down vide memo No.F.7(296)- DHE/NG/09/418(38) Dated, Agartala, the 09/05/2016 and memo No.F.7(296)- DHE/NG/2009/581(37) Dated, Agartala, the 20/05/2016 are to be followed by the agency for the period of six(06) month.
23. The Head of Institution has the right to reject or cancel any or all offers including the lowest one without assigning any reason thereof and the bidder (s) shall have no right to claim any compensation there-against.

Signature of Agency/ Farm

Signature of Head of Institution


21/03/2020
Pramod Malakar
Principal-in-Charge
D.D.O. Code : 01034
Govt Degree College, Kanchanpur
North Tripura.