



सेन्ट्रलइन्स्टिट्यूटऑफपेट्रोकेमिकल्सइन्जीनियरिंगएण्डटेक्नोलॉजी(सिपेट) :सीएसटीएस -मदुरै  
(पूर्व में सेन्ट्रलइन्स्टिट्यूटऑफप्लास्टिक्सइन्जीनियरिंगएण्डटेक्नोलॉजी)  
CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY (CIPET): CSTS-MADURAI  
(Formerly Central Institute of Plastics Engineering and Technology)  
Department of Chemicals and Petrochemicals, Ministry of Chemicals & Fertilizers, (Govt. of India)  
Near Samathuvapuram, Thiruvathavur, Madurai - 625110.

## **E -Tender for Providing Security Services at CIPET: CSTS, Madurai**

E-Tender Document No. CIPET:CSTS/MDU/Security Services/2021-22/11



**CIPET: CENTRE FOR SKILLING & TECHNICAL SUPPORT (CSTS), Madurai**  
(Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Govt. of India)Near  
Samathuvapuram, Thiruvathavur, Madurai - 625110.  
Email: [atpdc.cipetmdu@gmail.com](mailto:atpdc.cipetmdu@gmail.com)

## **NOTICE INVITING E-TENDER**

### **Important Dates:**

**Date of Online Sale of e-Tender Document :** 06.12.2021 to 21.12.2021  
**Last Date for Online Submission of e-Tender :** 21.12.2021 (upto 11:30 Hrs.)  
**Date of opening of e-Tender (Technical Bid) :** 21.12.2021 (at 14:00 Hrs.)

### **NOTICE INVITING E-TENDER FOR PROVIDING SECURITY SERVICES**

**E-Tender No: CIPET:CSTS/MDU/Security Services/2021-22/11**      **Date : 06.12.2021**

CIPET:CSTS, Madurai invites bids through e tender under single stage two bid system in e- tender portal ( [www.tenderwizard.com/CIPET](http://www.tenderwizard.com/CIPET)) from reputed /Authorize Security service provider.(Contractor/Firm/Agency) for providing security services at CIPET, Madurai as detailed below:

| <b>Sr. No.</b> | <b>Tender No. &amp; Date</b>                               | <b>Name of the Item</b>                            | <b>EMD Rs.</b>      | <b>Duration</b> | <b>Tender Fees in Rs.</b>                         | <b>Last Date &amp; Time of Online Bid submission</b> |
|----------------|--|--|---------------------|-----------------|---|--|
|                | CIPET:CSTS/MDU/Security Services/2021-22/11Date 06.12.2021 | Providing security personnel for security services | Nil Ref. Point No.5 | 01 Year         | Rs. 1180.00 Non-refundable + GST =1000+180=1180/- | 21.12.2021 upto 11:30 Hrs.                           |

Interested and eligible bidders may view and download the detailed tender documents from CIPET's E-Tender portal [www.tenderwizard.com/CIPET](http://www.tenderwizard.com/CIPET) or [www.cipet.gov.in](http://www.cipet.gov.in)

All Bids must be submitted through the online portal [www.tenderwizard.com/CIPET](http://www.tenderwizard.com/CIPET).

The **Tender Fee** shall also be uploaded along with the Technical Bid to be submitted online.

## SALIENT INFORMATION ABOUT THE TENDER:

1. **Mode of submission: Online.** No offline Tenders will be accepted.

Date & Time of Technical Bid Opening: **21.12.2021**, at 14:00 Hrs.

Date & Time of Financial Bid Opening: **22.12.2021**, at 14:00 Hrs.

### Eligibility Criteria:-

|                       |   |  |
|-----------------------|---|--|
| Age of the Firm       | : | 03 Years as on 06.12.2021  |
| Annual Turnover       | : | 40 Lacs & above per Year in last 03 financial years.   |
| Individual Work Order | : | 03 Nos. Similar experience/Work Order of running of Security services for providing security personnel reputed Govt. Institute/College/PSU's |

### HOW TO REGISTER BY A VENDOR:

1. The prospective bidders have to register with CIPET through the E-tender portal of CIPET at
2. [www.tenderwizard.com/CIPET](http://www.tenderwizard.com/CIPET) by Online Payment as applicable to M/S. KEONICS LTD. On completion of the registration process, the bidders will be provided user ID and password. After receipt of User ID & Password, Bidders can log on at our e-Tender portal for downloading & uploading tender documents.
3. Tender Documents Fees of Rs. 1180/- including GST-18% is Payable to CIPET:CSTS Madurai in the form NEFT/RTGS for A/c No.166302000001419. IFSC Code. IOBA0001005, IOB, Thiruvathavur, Madurai  
Processing Fees Payable Online separately to **M/S. KEONICS LTD.**
4. **Is there any device requirement for participation in e-Tender: Yes,** Bidders should have valid Class 3 Digital Signature Certificate (DSC) device for participating in e-Tender. For integrity of data and its authenticity/non-repudiation of electronic records and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC) of Class-III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities(CCA).  
The details about the Institute and the terms & conditions are given in the tender form which shall be part of the Contract / Agreement. The participants are required to read and understand it properly before submission of the tender.  
CIPET : Centre for Skilling & Technical Support (CSTS), Madurai was established in 2010 by the Government of India, Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals for generating technically trained manpower as well as providing technical support services to the industries in the field of plastics and allied technology.
5. **Concession in submission Tender Fee is given for MSME or etc.**
6. EMD: In compliance to the OM released by procurement policy division, Department of Expenditure, Ministry of Finance, Government of India vide No: F.9/4/2020-ppd dated 12.11.2020, the Earnest Money Deposit (EMD) to be submitted by the bidders shall be treated as "NIL"

**Contact details for e-Tender related issue:**

| <b>Name of the Service Provider: KEONICS</b>       |   |  |
|--|---|--|
| Contact Person                                     | Telephone/E-mail  | Remarks  |
| Local Representative of Keonics<br>Mr. Madan kumar | Mobile:91+ 9941947400   | Vendor registration or any other issue regarding e-Tender process, please contact KEONICS as the details given inthe previous Columns. |
| KEONICS's Helpdesk:                                | Email: <a href="mailto:cipethelpdesk@gmail.com">cipethelpdesk@gmail.com</a> |  |

1. Bidders are hereby advised that all the documents to be submitted online are kept scanned and converted to PDF format in a separate folder on their computers before starting online submission. The schedule of rate (Excel Format) may be downloaded and rates may be filled appropriately in this format only. This file may also be saved in a separate folder on your computer.
2. While uploading/submitting the documents, it should be ensured that the file name should be the name of the document itself.
3. All pages of Tender documents with Addenda/Corrigenda (if any) must be signed with proper official stamp and date by the Bidders / or authorized power of attorney holders at the lower right hand corner.
4. Bidders are advised to visit CIPET's e-Tender portal regularly for any Addenda/Corrigenda (if any) with regard to the e- Tender for which no separate paper advertisement will not be published. CIPET:CSTS Madurai reserves the absolute right to accept/reject any or all bids at any stage of the tender process without assigning any reason whatsoever.

**Director & Head**  
CIPET : CSTS Madurai,  
Thiruvadavur,  
Madurai-625110

## Terms& Conditions

CIPET: Centre for Skilling and Technical Support (CSTS), Madurai invites open online tender in two bid system for providing security personnel for Security services work at campus, hostel premises & Testing Lab (PTL) at K. Pudur located at Madurai.

1. Security agency/Contractor shall be responsible for the compliance of all legal Provisions connected with the employment of the Security Services posted at CIPET Premises and for due payments of any statutory dues payable(if any).
2. The contract will be awarded to the technically and financially qualified bidder initially for 01 year. Based on performance/satisfactory services, the contract shall be extended for another one year.
3. The contract can be terminated by giving one month notice period by either side.
4. GST shall be paid extra by CIPET: CSTS, Madurai at prevailing rate as per Government of India.
5. All applicable taxes shall be deducted as per prevailing rate from the monthly bill.
6. The EPF & ESIC shall be paid as per Government of India norms.
7. The number of workers can be increased/ decreased as per requirement.
8. Agency must have its own Local Office in “Madurai” & in this office, and have sufficient staff to handle the problem/official matter related to Security services. **The agencies must have 01 work orders at Madurai (T.N.) for inspection of the site.**
9. Bidder register under Micro & Small Enterprises (MSEs) as defined in MSE procurement policy issued by the department of MSE or register with central purchase organization shall also submit a bid and they shall be exempted from tender fee & EMD.
10. CIPET: CSTS, Madurai reserves the right to consider/reject all or any tenders without assigning any reason/notice. The Management decision in this regard shall be final in all respect and shall be binding on the tenderer.
11. The agency or its sister concern/relatives providing any services to CIPET- CSTS, Madurai are not eligible to participate in this tender. The tenderer has to declare by giving an undertaking on letter head as per Annexure-I enclosed with the tender for the same.
12. The tenderers whose tender has successfully qualified in the technical bid may be physically verified by the inspection team of CIPET- CSTS, Madurai to verify the site/services at the client end of the tenders. The received bids will be evaluated by the committee of CIPET- CSTS, Madurai on the basis of requisite documents. There after a team of CIPET:CSTS, Madurai may visit for physical inspection of the sites & give grading and if found suitable and meeting the requirements of CIPET- CSTS, Madurai as indicated in these terms & conditions. If two or more parties stands L-1/quote same rate in financial bid opening in this case, as per grading and client feedback, the decision of **Tender Committee and the Director & Head CIPET: CSTS, Madurai** shall be the final. The CIPET reserves its right to terminate the contract at any time giving one month's without assigning any reason. The contractor also terminates the contract with one month notice to CIPET.
13. In the case of any difference of opinion in the interpretation of any condition or dispute, the decision of the Director of CIPET: CSTS, Madurai shall be final and binding on both the parties.
14. All statutory Rules/Regulations/Applications applicable to his Establishment should be the responsibility of the contractor. CIPET will be not have any responsibility in this regard.
15. Dispute, if any, arising out of the Contract, shall be settled by mutual discussion, alternatively by legal recourse under jurisdiction of Madurai courts only.
16. Each page of the tender document is required to be signed by the tenderer. The tender document must be filled in English or Tamil and all the entries must be hand written in ink. If any of the documents are missing or unsigned, the tender may be considered as invalid. Overwriting of figures is not permissible.
17. The successful tenderer shall furnish a security deposit of **1,00,000/- (Rs. One lakhs only)** in the form of

DD/NEFT/RTGS/BG in the next working day after the acceptance of the tender. The security deposit will be refunded after 60 days from the due completion of all the contract work obligation and execute an agreement on the non-judicial stamp paper of Rs. 100/- within 10 days of the receipt of the offer letter.

18. Security Deposit will not carry any interest.
19. Security Deposit will not be refunded to the contractor except in accordance with the terms of contract.
20. The selected agency shall have to pay the contract employee salary through bank account and salary is to be credited every month.
21. CIPET management decision shall be final and binding in all cases to the contractor.
22. CIPET reserves the right to consider/reject any or all tenders the tender process without assigning any reasons/notice. The management decision in this regard will be final in all respect and shall be binding on the Tenderer.
23. Due to COVID-19 all the directives to be followed for maintaining sanitization in totality. The health records /details of all concern person to be maintained by the Supervisor appointed by the contractor. No person affected and has history of COVID to be to be employed at premises has to produce medical certificate at Admin. Department.
24. Successful bidder has to submit the Bio-data, Aadhar- Card, Police verification report, Covid-19 vaccination certificate before appointing security personnel for Security services. List of Security personnel appointed at this office with all detail above should be submitted after award of the tender.
25. Relaxation in the norms for startup and micro & small enterprises in public procurement shall be provided on tender fees, prior experience, annual turnover criteria. The appropriate MSME/ NSIC certificate should be submitted along with the other tender documents in the e- tender

#### **IMPORTANT TERMS & CONDITIONS OF THE TENDER**

- 1. The bidder should compulsorily have fully fledged office in Madurai city.**
- 2. The bidder should have office with minimum presence for the past 03 years in Madurai city.**
- 3. The bidder should be providing Security services currently in at least 01 place for similar type of Govt./PSU/Semi Govt. reputed organization with minimum 20 staff per location in Madurai city.**
- 4. The bidder should have minimum turnover of Rs. 40 Lakhs every year during the last three financial year**
- 5. The bidder should submit copy of Labour license for Security Services.**
- 6. The Tenderer should be registered License under contract labor (Regulations & Abolition) Act, 1970 should have PAN. GST, PF & ESI registration.**
- 7. The bidder should not quote wages below the Latest Minimum Wages as per Central Government.**

#### **Scope of the Work:**

1. The Security agency shall be responsible for 24 hours vigilance round the clock on all days to safeguard the properties and other belongings of the institute from thefts and other pilferage, fire etc,

safety of manpower, students in Institute and in Hostel guiding visitors to the concerned officials, regulating entry of unwanted visitors/salesmen and maintenance of visitor register. To prevent entry of stray animals like dogs etc. round the clock patrolling of the campuses. Checking of gate passes and allowing the exit of material accordingly to regulate the entry and exit of vehicles.

2. To maintain the record of incoming and outgoing of all staff members including regular & contractual persons, visitors, trainees, materials or items & maintain all guidelines/directives at COVID-19
3. To perform the duties of a time keeper for maintaining the record of attendance and to attend the telephones after the office hours.
4. To watch habitual offenders and mischief-makers (inside/outside) and to inform the management immediately, if anything unusual is noticed.
5. To carry out internal investigation or inquiry in cases of theft, fire, pilferage, accident, damage etc. as required by the institute and submit the report in time. In this respect to prepare Complaints to the Police Station and carry out all liaison duties with the local police as required.
6. To ensure that the vehicles (Cycles, Scooters, Car etc) are parked properly & secured inside and outside the Institute premises at the proper place.
7. To check the movement of all items at main entry point and thoroughly check or search the incoming and outgoing of materials or items carried by staff, other contractors, visitors etc. as per valid documents and maintain the record of it.
8. To seize goods not found in order or suspected to be stolen and hand over to CIPET with report in the premises.
9. To bring to the knowledge of the management immediately in writing for any untoward occurrence in the premises.
10. The security agency shall be responsible for switch on / off lights, water supply as required.
11. The Security agency shall be responsible for opening and closing of class room and rooms of all departments/ shop floor on the working days as per the time prescribed and on the closed days as required/ directed by the Section In Charge / Head of the Institute.
12. The security agency will be responsible to apprehend immediately trespassers and persons moving unauthorized and under suspicious circumstances and protect from encroachment of any area within the campus or place left between Institute / Hostel boundaries and front / rear roads and deals with them as per law under intimation to the institute.
13. To extend all courtesy to Visitor, Customers and CIPET Employees and their families while maintaining integrity, orderliness and discipline. The Security Agency shall be responsible for orderly and disciplined behavior and take suitable action for misconduct against his employees as per instructions of the Institute.
14. The Security Agency owner/authorized representative shall visit the CIPET Campuses / premises once in a week whenever specially called by the Institute and ensure that all the security personnel are carrying out their duties efficiently, diligently and to the satisfaction of the institute.
15. During the night hours, the security agency shall make frequent and surprise checks to ensure that security personnel are remain alert and carry out their duties properly. A separate record to be maintained for such visit for verification.
16. The Security Agency shall vigilant to avoid ragging in the Institute / Hostel and report and such incident immediately to the Institute.
17. The Bidders possess MSME Certificate, when many bidder quoted same rate, the bidder will be finalized based on the following criteria:
  - a) The bidder should compulsorily have fully fledged office in Madurai city.

- b) The bidder should have office with minimum presence for the past 03 years in Madurai city.
  - c) The bidder should be providing Security services currently in at least 01 place for similar type of Govt./PSU/Semi Govt. reputed organization with minimum 20 staff per location in Madurai city.
18. The Security Agency shall not use the CIPET premises for handling their dispute between the Security personnel and agency. They shall resolve dispute in their office only.
  19. The Security Agency shall be responsible for hoisting and paying respect to the National Flag as per Govt. of India directions.
  20. The Security Agency shall take utmost care and interest to draw new systems and procedures and introduce it in consultation with the Institute. He shall find new means and methods to strength the security and be vigilant in watch and ward of the Institute.
  21. Any other duties required by the institute in the line.
  22. The Security Agency shall provide mobile phone facility to the Security Guards for communication in the event of any emergency.
  23. The Security Guards shall be capable of handling EPABX system and must be familiar with transfer of P&T lines.
  24. The payment of wages should be disbursed on or before 7th of every month and register should be maintained in this regard.
  25. TDS as applicable shall be deducted from the monthly bill of the agency. An agreement will be required to be entered for a period/periods, as may be mutually agreed upon with the terms and conditions. For the extension of the contract period, the agreement may be renewed accordingly.
  26. In case of any theft, pilferage or any other loss caused to the Tools / Equipment's provided by the Institute during the period of contract is in operation, the agency shall make good the loss to the institute and apart from that, the CIPET will be free to impose penalty/compensation to be paid for deliration, negligence, disobedience and violation act. CIPET shall have the right to deduct appropriate amount from the contract bill to make good such loss besides imposition of penalty. In such cases, the decision of the competent authority of CIPET will be final and binding on the agency.
  27. The agency selected should follow the instructions given by the management of CIPET from time to time and in case of violation of the instructions, the agreement can be cancelled without any reference or notice.
  28. The payment of Bill shall normally be paid within Ten days from the date of submission. The services of the contractor can be terminated without assigning any reason by giving 30 days notice on either side.
  29. In case of non-compliance with the contract, the CIPET reserve its right to:-
    - a. Cancel/revoke the order; and
    - b. Impose penalty up to 5% of the total value of the contract.
  30. During the period of operation of the contract, CIPET will have full authority to recover the losses incurred by the institute due to the negligence of the manpower employed by the Security agency. The decision of the Director & Head with respect to calculate the losses will be final and binding.
  31. The offer will be accepted subject to verification of documents and satisfactory quality of security services provided by the agency to the other clients. In case any document submitted by the agency is found false, the offer shall be rejected without assigning any reasons.
  32. Any canvassing in this regard shall lead to cancellation of the tender.



33. Start of work within one week from the date of issue of work order. CIPET reserve the right to cancel any or all items without assigning any reasons and the decision
34. No refund of Tender fee in case of retender process.
35. Number of the personnel for security services on contract vary as per requirement.
36. Any misconduct/misbehavior/indiscipline of manpower supplied by the contractor will not be tolerated and such persons will have to be replaced immediately and for such act the contractor is sole responsible to resolve the issue, if any. CIPET Management reserve the right to take all appropriate actions under such circumstances.
37. The Contractor shall solely be liable for payment of wages and other dues to the manpower personnel deployed in CIPET.
38. The CIPET will not be responsible financially or otherwise for any causality / disablement / death caused to any staff of the Agency, while providing the services under this agreement. The Agency shall obtain adequate insurance policy in respect of all his staff, engaged by him in the execution of this contract work, against all risks as may be required under any provisions of Law and to meet the liability of compensation arising out of such injury / disablement / death at work site and carry out complete obligations under the said Act/ Rule and furnish all information to the Director & Head, CIPET Madurai and shall indemnify CIPET against any such penalties / claims out of default on its part.
39. The contract may be terminated at any time without paying compensation whatsoever to the agency in the case of misbehavior, disobedience, dishonesty, clandestine insolvency, court order, cancellation of license or any other related activities on its failure to fulfill the terms and conditions of the contract. The decision of the Director & Head, CIPET, Madurai will be final and acceptable to the contractor in this context.
40. There will a continuous supervision by the institute staff if it is not found satisfaction as per terms and conditions, the same will be cancelled by giving notice of one month.
41. CIPET: CSTS Madurai reserve the right to deduct /wages of workers from the contractor's bill for not executing any work as per the terms and conditions mentioned in this document. Any order passed to this effect by the Director & Head or his authorized official will be final and binding on the contractor.
42. The contractor shall be responsible for compensating loss and damage occurred to the property of the Institute due to negligence of the security personnel.
43. The payment of contractor shall be paid on monthly basis as per the attendance of the workers along with following documents:
  - a. **Wages sheet**
  - b. **Bank payment confirmation of wages of Security personnel.**
  - c. **PF Challan copy**
  - d. **ESIC Challan copy**
  - e. **PF payment confirmation sheet**
  - f. **ESIC payment confirmation sheet**
44. CIPET:CSTS Madurai doesn't allow several bidders to participate in the tender from the same company/Firm/Contractor.

## PROFILE OF SECURITY GUARDS/SUPERVISOR

### Security Guards:

1. Preferred Age Group : 20-45years
2. Nationality : Indian
3. Min. Educational Qualification : 10<sup>th</sup>pass
4. Language Knowledge : Knowledge of Tamil is essential
5. Physical condition/Health : Should be of good health with  
Medical fitness including COVID-19 Test
6. Skill and ability : Hard working and able to work under difficult  
situation and pro- active under any exigencies.
7. Character & Conduct : Should be honest, disciplined and possess good  
character certificates of 2 renowned Persons.
8. Work Experience : Should have 1-2 years experience in the  
Security service.
9. Desirable : Ex Service Man

### Supervisor:

1. Preferred Age Group : 25-50years
2. Nationality : Indian
3. Min. Educational Qualification : Graduate
4. Language Knowledge : Knowledge of Tamil and English
5. Physical condition/Health : Should be of good health with  
Medical Fitness including COVID-19 Test
6. Skill and ability : Able to control deployed security personnel,  
handle difficult situations and capable to behave  
decently with staff, workers, trainees and  
visitors while enforcing security norms strictly.
7. Character Conduct : Should be honest, disciplined and possess good  
character certificates of 2 renowned persons.
8. Work Experience : Should have 2-3 years experience as supervisor  
in Security Agency.
9. Desirable : Ex Service Man

**CIPET: CENTRE FOR SKILLING & TECHNICAL SUPPORT (CSTS), Madurai**

**To be submitted in Part-I (Technical-Bid)**

**TO BE FILLED UP BY THE CONTRACTOR**

E-Tender Notice No. **CIPET:CSTS/MDU/Security Services/2021-22/11**

| <b>Sr No</b> | <b>PARTICULARS</b>   |  |
|--------------|--|--|
| 1            | Name of the Firm.  |  |
| 2            | Postal address   |  |
| 3            | Telephone No. with STD code  |  |
| 4            | Name of Contact person/Proprietor  |  |
| 5            | Mobile No & Email ID   |  |
| 6            | Firms Registration Certificate(copy enclosed)  |  |
| 7            | No of year experience in this area   |  |
| 8            | Bankers details  |  |
| 9            | PAN (Permanent Account Number) ( enclosed copy)  |  |
| 10           | GST Registration No. (enclosed copy)   |  |
| 11           | Provident Fund No. (Enclose copy)  |  |
| 12           | ESIC No. (Enclose copy)  |  |
| 13           | Contractor/Labour License No (Enclose copy) for Security Services  |  |
| 14           | Valid PASARA License for working in T.N.(Tamil Nadu)   |  |
| 15           | No Court Case Declaration:   |  |
| 16           | Work Experience of last three Financial Years in whichat least one work experience of any Govt, Semi Govt Autonomous Bodies or Public Sector Organizations – Copy of Financial Turnover-Minimum Rs.40 Lakh |  |

|    |   |                        |
|----|---|------------------------|
| 17 | Undertaking as per Annexure I           | Enclosed/Not enclosed. |
| 18 | Any other credential documents (if any) |                        |

**Note: Attach extra sheet if required.**

**Place:**

**Signature of Firm with seal**

**Date:**

**Office Seal**

**UNDERTAKING BY BIDDER**

I / We hereby declare that NONE of my / our relative(s) is / are employed in any capacity in any unit of CIPET, Madurai. I / We shall also intimate the name of the person(s), who is / are working with us in any capacity or is / are subsequently employed by us and who are near relative to any officials in the CIPET. I / We am / are aware that any breach of this condition shall result in immediate termination of the contract / cancellation of the existing contract(s) and also forfeiting of my/our security deposit.

I do not have any relation with the present Security/other services agency for providing security services to CIPET:CSTS, Madurai.

I agree that this tender/services can be cancelled/terminated at any state of tender process/during services by CIPET:CSTS, Madurai management due to any wrong information given by me

My firm/agency committed to provide better Security services & follow all statutory requirement & norms (If selected)

(Near Relative' means Wife / Husband / Parents / Grand Parents / Children / Grand Children / Brothers /Sisters / Uncles / Aunts / Cousins and their corresponding in-laws)

**Place:**.....

**Date**.....

**Seal & signature of Bidder**

**Name:**.....

**Address:**.....

.....

.....

**CIPET: CENTRE FOR SKILLING & TECHNICAL SUPPORT (CSTS), Madurai**  
E-Tender Notice No. **CIPET:CSTS/MDU/Security Services/2021-22/10**

**RATE SCHEDULE**

**To be submitted in Part-II (Commercial Bid)**

Tentative No. of Security Supervisors at Madurai : 01

Tentative No. of Security Guards at Offices in Madurai : 14  
(12 Nos Male Security Guards and 01 Nos Female Security Guard at CIPET:CSTS , Thiruvadavur, Madurai  
And 01 Nos of Male Security Guards at PTL, (a unit of CIPET, Madurai) K., Pudur, Madurai

| <b>Description</b>   | <b>Per Person/<br/>Per Month</b> | <b>Security Supervisor<br/>(Skilled)</b> | <b>Security Guards<br/>(Unskilled)</b> |
|--|----------------------------------|--|--|
| Wage per month<br>(As per Central.Govt. latest<br>minimum wages –Category Zone B ) |                                  |  |  |
| EPF<br>(As per Govt. of India Rules)   |                                  |  |  |
| ESIC<br>(As per Govt. of India Rules)  |                                  |  |  |
| Service Charge   |                                  |  |  |
| Grand Total<br>(Per person/per month)  |                                  |  |  |

1. Latest minimum wages as notified by Central Government wages from time to time Government of India.
2. TDS shall be deducted as per prevailing rate from the monthly bill.
3. The EPF, ESIC & GST will be paid as per Govt. Of India norms.
4. Rates of services/Agency charges in percentage (%) (up-to two decimal point only) to be charged on total basic wages excluding ESI, EPF and taxes as applicable from time to time
5. The number of workers can be increased/decreased as per requirement of CIPET:CSTS, Madurai

**Place:**

**Date:**

**Signature with Authorization Seal &  
With Address**