

**Terms & Conditions of Tender Notice No. Agro/GM/CFP/F-73 9889 Dt: - 15-12-2017.**

1 . Sealed offers are invited from registered security providing Agency for providing Security Guards/Security Service and other type of Manpower Skilled/ Unskilled for following offices of the Corporation.

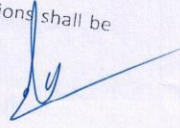
S.No	Office	No. of Security Guards requirement (Approx)	Computer Operator	Tally Trainee, B.Com Acctt. Asstt	Storekeeper Experienced, qualified & well versed with computer knowledge/ Lab. Asstt. BSC with Chemistry	Plant Operator minimum 3 year experience & qualified	Unskilled labour Helper/ Sweeper	Driver
1	Head office Complex at Lal Mandi Srinagar	---	---	---	---	---	1 No.	---
2	Regional Office H.No.7 Romesh Market Shastri Nagar, Jammu	2 No's	1 No.	1 No	1 No.	---	---	2 Nos
3	Cattle Feed Plant Bari Brahmna, Jammu.	2 Nos.	1 No.	---	2 Nos.	---	2 Nos.	1 No.
4	Cold Storage Plant, Lawrence Road, Delhi	2 Nos.	---	1 No.	3 Nos.	2 Nos.	2 No.	---
5	Petrol Pump, Bari Brahmna Jammu	2 No's	---	---	---	---	---	---
6	Cold Storage, Chenani	---	---	---	---	---	---	---

The last date for submission of tender is 06-01-2018 upto 3 P.M . There should be no cutting or overwriting in the offer. The tenders will be opened on the same day or any other date convenient to the Committee Members at 3:30 PM.

- a. Security Service/Manpower provider should be a registered Agency having registration with Labour Department and other relevant Agencies.

- b. The security agency /manpower provider should have a valid license for operation of such service.
  - c. The agency should have experience in security & manpower providing field for at least 2 years or more.
  - d. The company shall have to provide 24x7 security services
  - e. The company should have valid PAN Card No. of Income Tax Department . Service Tax Registration and contract labour license.
  - f. The company as an employer should comply with all the statutory requirements such as payment of gratuity act,ESI, P.F etc. as applicable to them.
- 2 . Service Tax and other taxes wherever applicable should be stated in the tender separately.
  - 3 . Rate quoted should be for duty of 12 hours for security guards and for 8 hours for other manpower.
  - 4 .Rates are to be mentioned both in figures and words and covered with transparent tape.
  - 5 . The M.D J&K State Agro reserves the right to accept or reject any quotation in full or part.
  - 6 . After engaging the services of the agency, if it is found that the service are not rendered to the satisfaction of the Corporation, the services will be terminated without paying any damages/compensation to the agency during the term of the contract.
  - 7 . After selection of the agency , the agency shall execute an agreement on stamp paper.
  - 8 . J&K State Agro Industries Development Corporation Limited reserves its right to reject , accept or cancel the process of selection without assigning any reason thereof.
  - 9 . Any dispute arising out of or relating to this tender shall be subject to adjudication of competent Court in Jammu & Kashmir.
  - 10 . Any tender not complying partly or wholly with the terms and conditions shall be liable for rejection.

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11 . In the event of any loss/damage occurring to J&K State Agro Industries Development Corporation Limited on account of the negligence of the manpower provided by the agency , the agency shall make good the loss sustained either by the replacement of the material/equipment or payment of compensation.

12 . Either party can terminate this agreement by giving one month's written notice to the other side without assigning any reason and without payment of any compensation , thereof. However, J&K State Agro Industries Development Corporation Limited shall give only a 24 hours notice for termination of this agreement to the security agency when there is a major default in compliance of the terms and conditions of this agreement or the agency has failed to comply with its statutory obligations. In that eventuality the agency will move out of our premises immediately.

13 . Besides other duties the security/manpower providing agency shall have to ensure safeguarding of Corporation property against theft, damage , misuse and keeping a watch over the cars, scooters, cycles etc. parked inside the premises/compound.

14 . Preventing unauthorized persons, vehicles etc. or animals from entering the premises.

15 . Taking charge of personal property found in Corporation premises and handing over the same to the office.

16 . Watching the entire premises and patrolling the same frequently during the period of duties and the other manpower shall carry out the assignment allotted by the incharge officer.

17 . Preventing additions or alterations in the premises being carried out by outsiders or employees unauthorized and reporting the matter to the office.

18 . Keeping the special orders and instructions given by the superiors confidential, whenever specifically told.

19 . Checking that all doors , windows, ventilators in the case of the office buildings are properly closed after office hours. Locking of main door at night , checking of electrical

lights ,air conditioners and electrical gadgets that these are properly switched off, wherever necessary.

20 . In case of theft or damage by any person to the property or any untoward incident or unusual occurrence , informing Head of the department/Security Officers.

21 . Observing strictly any instructions/orders as would be given from time to time by the authorized persons oral or written.

22 . To safe guard its interest, Corporation reserves the right to include other terms and conditions in the agreement at the time of execution of agreement.

23 . The dispute arising out of the contract shall be settled through arbitration and Managing Director J&K State Agro Industries development Corporation Limited shall be the sole arbitrator .



Cattle Feed Plant  
Mobile No.9419288672