Tender Ref. No. GGSIPU/GA(EDC)/2026-27/

Notice Inviting Tender through GeM portal

Guru Gobind Singh Indraprastha University invites tender under Two-Bid System (Technical and Financial) from the eligible Security agencies for providing round the clock (24 x 7) Comprehensive Security Services in the East Delhi Campus of Guru Gobind Singh Indraprastha University at Surajmal Vihar, Delhi initially for a period of three years.

Estimated Cost – Rs 11.00 Crores (Rupees Eleven Crores Only)

Earnest Money Deposit (EMD) – Rs. 22.00 lakhs (Twenty Two Lakhs Only)

About the University

Guru Gobind Singh Indraprastha University is a teaching and affiliating University with approximately 110 affiliated Institutes/Colleges. The East Delhi Campus is located at Surajmal Vihar, Delhi and covers 18.75 Acres (approx.).

The Tender document alongwith terms and conditions can be downloaded from GeM portal and interested agencies/bidders may apply online through GeM website. Last date of uploading/submission of bids is 16th December, 2026 upto 4:00 pm.

Sd/-
Registrar

Tendering Schedule and instructions for bidders

Name of work	Providing Comprehensive Security Services at East Delhi Campus of Guru Gobind Singh Indraprastha University.
Period of Contract	Initially for a period of Three years which can be extended for another one year. The extension of contract shall however be solely at the discretion of University, with the consent of the Agency, depending upon the review of services by the Competent Authority, at the same terms and conditions.
Estimated Cost	Rs 11.00 Crores (Rupees Eleven Crores Only)
Earnest Money Deposit (EMD)	Rs. 22.00 lakhs i.e 2% of the estimated cost
Date and Time of Pre-Bid Meeting	1st December, 2026 at 11:30 am in the General Administration Branch, at East Delhi Campus, Guru Gobind Singh Indraprastha University, Surajmal Vihar, Delhi- 110032.
Uploading the outcome of the pre-bid meeting	8th December, 2026
Last date and time of uploading of final Bid/tender Documents	The Technical & Financial Bid along with proof of EMD and other all required documents/certificates/annexures be uploaded on GeM portal by the interested agencies/bidders by 16th December, 2026. Original FDR/online e-receipts shall be submitted by the agencies/bidders in person by 16th December, 2026 upto 4:00 pm in General Administration Branch, at East Delhi Campus, Guru Gobind Singh Indraprastha University, Surajmal Vihar, Delhi – 110 032 in a sealed envelope superscribed as EMD FOR PROVIDING COMPREHENSIVE SECURITY SERVICES FOR EAST DELHI CAMPUS OF G.G.S.I.P. UNIVERSITY"
Date and Time for opening of Technical bid on Gem portal.	17th December, 2026 at 4:00 pm
Declaration of the result of technically qualified agencies/bidders	Shall be notified on GeM Portal.
Opening of Financial bid	Will be duly notified in due course

INFORMATION AND INSTRUCTIONS FOR BIDDERS

1. The bidder shall upload the scanned copies of all the relevant certificates, documents etc. in support of their price bid/technical bid. The bidder shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness/authenticity. Any document which is not legible/not readable shall not be considered.

2. Payment of Bid Security (Earnest Money Deposit)- EMD shall be paid in the shape of FDR/online e-receipt of any Nationalized/scheduled bank in favour of Registrar, Guru Gobind Singh Indraprastha University, and Payable at Delhi or through online in the University bank account as per detail. Given below:

1.	Account Holder Name	Registrar, Guru Gobind Singh Indraprastha University
2.	Account No.	927860555
3.	IFSC Code	IDIB000G082
4.	Bank Name	INDIAN BANK
5.	Micr Code	110019071
6.	CBS Code/Branch Code	02029
7.	Branch Name & Address	GGSIPU, Sector-16C, Dwarka, New Delhi – 110078
8.	E-Mail ID	accounts@ipu.ac.in

Note: Validity: The bid security should remain valid for a period of 45 days beyond the final bid validity period.

Copy of the FDR/online e-receipt is to be scanned and uploaded alongwith the bids by all the interested agencies/bidders and original FDR/online e-receipts shall be submitted by the agencies/bidders in General Administration Branch, East Delhi Campus, Guru Gobind Singh Indraprastha University, Surajmal Vihar, Delhi- 110032 in a sealed envelope superscribed as **EMD FOR PROVIDING COMPREHENSIVE SECURITY SERVICES FOR EAST DELHI CAMPUS OF G.G.S.I.P. UNIVERSITY"**.

In no case, cheque and/or cash will be accepted.

3. The technical/financial bids will be opened by the constituted Committee at the specified date and time and the result will be displayed on the GeM portal which can be seen by all the bidders who participated in the tender.

4. The process of the tenders and the decision will be known to the bidders online on Gem portal.

5. Signing of agreement: After the award of the contract, an agreement shall be signed for commencement of Services.

6. The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only Service Providers for Services are eligible for exemption from EMD.

1. TERMS AND CONDITIONS

1.0 Definitions

For the purpose of the tender (as hereinafter defined) the following words and expressions shall have

the meaning hereby assigned to them except where the context otherwise requires:

1.1 '**The University / University'** shall mean the Guru Gobind Singh Indraprastha University on whose behalf the Registrar or any officer authorized by the University shall execute and sign the correspondence and documentation.

1.2 'Competent Authority' shall mean the Vice Chancellor- or his nominee of Guru Gobind Singh Indraprastha University.

1.3 'Agency/Contractor' shall mean a bidder whose tender has been accepted by the University in writing.

1.4 'The Tender' shall mean the tender form (including earnest money deposit, the notice inviting tender, the terms & conditions), technical bid and financial bid.

1.5 'Letter of Acceptance' shall mean communication by the University to the bidder to convey the acceptance of the offer.

1.6 'Supervisor shall mean the full time Security Supervisor employed by the Agency/Contractor for carrying out the Security Services in East Delhi Campus Guru Gobind Singh Indraprastha University**.**

1.7 Personnel means Security Officer/Consultant, Security Supervisor Security Guards, Armed Guards/Gunman.

1.8 'Guru Gobind Singh Indraprastha University' shall mean Guru Gobind Singh Indraprastha University, East Delhi campus (18.75 acres) including buildings, play grounds, open areas, roads and parking.

1.9 'Similar work' shall mean the work of providing Comprehensive Security Services in Government Department, State Government, PSU, Autonomous Body, University / Educational Institution, Hotel, Hospital, Private entity at single location. In case of the prospective bidder has provided security services to a single client at multiple location, then in such case deployment of 50 security guards at single site (location), the said work shall be considered under the categories of similar work. The manpower such as Technical Staff/Sanitation staff/Clerical Staff/Helpers/Gardner etc will not be considered as Security Services.

1.10 Tentative Estimated Cost: The work is tentatively estimated to cost Rs.11.00 crores.

2. Eligibility & Selection Criteria

2.1 Initial Eligibility

Bidder should fulfill following eligibility criteria to be eligible for technical bid evaluation:

1. Bidder should have Valid Registration number of the Firm/company (attach attested copy of the Certificate).
2. Bidder should have PAN & GST Registration number (Attach attested copy of the certificate).
3. Bidder should have Valid Provident Fund Account number (EPFO Registration) of the firm (attach attested copy of the certificate).
4. Bidder should have Valid ESI Registration number of the company/Firm (attach attested copy of the certificate).
5. Bidder should have ISO 9001:2008, 14001:2009 Certification (Attach attested copy of the certificate).
6. Should submit a copy of Solvency Certificate of minimum value of Rs. 4.40 Crores (Rupees Four Crores Fourty Lakhs Only) issued by a Nationalized/Scheduled Bank and the Certificate should be latest i.e. within 06 months of last date of submission of tender in the format as per **Annexure - C**.

7. Should have minimum average annual average turnover of **Rs. 11.00 Crores** (Eleven Crores Only) during the last three (03) financial years ending 31st March, 2026 (2023-24, 2024-25 & 2025-26). Copy of Annual Turnover and Annual Account (Balance Sheet & Profit & Loss Account) to be submitted in **Annexure – I** duly certified by Chartered Accountant with UDIN. ITR of last three Financial years should also be attached.
8. Should not have incurred loss in more than two years in the preceding five financial years i.e. ending 31st March 2026.
9. (a) Should have satisfactorily completed following similar works ("Similar Work" means the work of Providing Security Services in Government Department, State Government, PSU, Autonomous Body, University/Educational Institution, Hospital, Bank, Hotel, Airport, Shopping Mall, private entity at single location during the last seven years ending **last date of receipt of tender**

   At least One similar work of 80% of the estimated tender cost not less than Rs. 8.80 Crores

   OR

   At least Two similar work of 50% of the estimated tender cost not less than Rs. 5.50 Crores each

   OR

   At least Three similar work of 40% of the estimated tender cost not less than Rs. 4.40 Crores each

   AND

   (b) Bidder should have completed at least one work of value of Rs. 4.40 Crores in the University, College and Educational Institution during the last seven years ending last date of receipt of tender. This work can be additional or one of the work mentioned above. (i) Details to be furnished in **Annexure- D**.

   (ii) Copy of Performance Certificate **(Annexure-F)** issued by the Officer Concerned should be attached. (In case of experience of Private Establishment, it should be supplemented with Form **26A or TDS certificate**).

   In case the Performance Certificate is not provided the Experience Certificate will not be considered.

10. Should have at least 300 Security guards on rolls with minimum of 50 Security guards per day for any single contract to client at one location. Details to be provided as per **Annexure D & E.** (i.e. Copy of ECR, EPF and labour license to be submitted). The details shall be valid for 03 months immediately preceding the last date of submission of tender document.
11. The agency should not have been blacklisted/debarred/contract terminated by any of Government / State Government/PSU/University etc. from participating in tenders in last 03 years (from the date of publication of tender). An undertaking to be submitted as per **Annexure - G.**
12. The bidder should not have any criminal case pending against its proprietor/ partners as on last date of receipt of tender or having been earlier convicted on grounds of offences involving economic offences or moral turpitude or for violation of laws in force. Undertaking to this effect shall be attached as per **Annexure – H.**
13. Should have well established office in Delhi/NCR – Proof of office in form of electricity bill/water bill / property tax or any other document in support of establishment.
14. The agency /firm should possess a valid license granted by Controlling Authority, Home Department, GNCT of Delhi Private Security Agencies (Regulation) Rules, 2023 (attach attested copy of the license).
15. Should provide Equipments/Items for Comprehensive Security Services in the East Delhi Campus of the University as per Clause 3.0 **(Annexure – K)**.

16. Bidder should have its own training institute/facility recognized under Delhi Private Security Agencies (Regulation) Rules, 2023 or tie-up with any other training institute, duly recognized under Delhi Private Security Agencies (Regulation) Rules, 2023 (attach attested copy of the valid certificate in either of the cases). In case of tie-up, MOU with any such recognized training institute to be attached. MOU should be accompanied by confirmation letter from the aforesaid training institute on their letter head signed by authorized signatory and their recognition letter under Delhi Private Security Agencies (Regulation) Rules, 2023.

    ***Note*:**

    (i) Legal status of the company/ organization with legal proof along with copies of the original documents to be submitted (as per **Annexure-H**).

    (ii) University reserves the right to inspect the training centre of the tenderer in terms of facility available.

    (iii) The tenderer should submit the Integrity Pact & Integrity Agreement.

    (iv) All the bidders must sign and stamp the prescribed formats of Integrity Pact and Integrity Agreement and upload the same alongwith bid documents in the format provided in the tender.

    (v) After award of work (successful bidder only), the bidder who has been awarded the contract must submit Integrity Pact printed on Company's letterhead and Integrity Agreement executed on a Rs. 100/- non-judicial stamp paper.

17. Net worth of the firm should not be negative on 31st March and not have eroded by more than 30% in the last three financial years. Attach certification of CA with UDIN or CA audited financial statements/balance sheet of each financial year.

2.2 Technical Bid Evaluation Criteria

Those bidders who fulfill the initial eligibility criteria as mentioned in 2.1 above shall be further evaluated as per following criteria:-

(A)

S. No.	Criteria	Max. Overall Marks
1.	**Financial Strength** Turn over (15 Marks) - **(Annexure - I)** Solvency (05 Marks) – **(Annexure - C)** Profit/Loss (05 Marks) – **(Annexure - I)**	25
2.	**Availability of Human Resource** Available Strength of Staff in Last 1 year - **(Annexure – D & E)**	10
3.	**Past Performance (Annexure – D & F)** Experience of Similar Projects (15 Marks) Clients Satisfaction (10 Marks) Experience in University / Educational Institute (10 Marks)	35
	Total	**70**

(B) Presentation before the Technical Committee

S. No.	Criteria	Max. Overall Marks
1.	**Comprehensive Plan for Handling Security Services for GGSIP University** Including a detailed presentation of not more than 25 slides covering key aspects including comprehensive compliance of Scope of Work, SOP's for various routine tasks, checking/ monitoring in place using technology etc.	30
	Total	**30**

Note:

- *The detailed marking is attached at Annexure M.*
- *A bidder should secure minimum of 60% marks in each criteria separately (A) & (B) of "Technical Bid Evaluation of 2.2 to be considered for opening of Financial Bid".*
- *Performance Certificate without any mention of client satisfaction will be considered as satisfactory.*
- *The qualified shortlisted bidders be required for physical presentation of Comprehensive Security Plan for Handling Security Services for the University in accordance with Scope of Work and Annexure- 'K'. The presentation will be considered for marking* as stated above (B).
- *The Bidder who qualify 2.2 (A) and 2.2 (B) both are eligible for opening of Financial Bid. In case the Bidders fails to qualify both, they will be considered as technically disqualified.*
- *Only such bidders who are technically qualified as per Clause 2.2(A) are eligible to make a presentation before the Security Tender Committee. The date and time of Presentation of qualified bidders will be informed through email/letter. Such bidders will be required to physically inspect/visit the University premises and mark their attendance in General Administration Branch of the University at East Delhi campus during any working day from 11:00 am to 4:00 pm. Bidders are not required to upload the presentation with the technical document.*

2.3 Joint Ventures/Consortiums are not accepted.

2.4 The scanned copies of documents to be uploaded by the bidders (duly signed by the bidders with stamp / seal) as Technical Bid are as under:

(i) Integrity pact and integrity agreement
(ii) Tender form as per Annexure 'A'
(iii) Letter of Transmittal as per Annexure 'B'
(iv) Similar Works as per Annexure 'D'
(v) Form 26AS or TDS Certificate and certificate of deployment of 100 Guards at single site, if required.
(vi) Certificate of Security Guards on roll Annexure 'E'
(vii) Performance Certificate as per Annexure 'F'
(viii) Declaration as per Annexure 'G'
(ix) Declaration as per Annexure 'H'
(x) Registration of Firm
(xi) Annual Turnover and Profit Loss Account
(xii) Valid license granted by Controlling Authority, Home Department, GNCT of Delhi Private Security Agency Regulation Rules, 2009
(xiii) PAN Registration
(xiv) EPF Registration
(xv) ESI Registration
(xvi) GST Registration
(xvii) ISO Registration
(xviii) Legal status of Company
(xix) Valid recognition certificate for running the training facility under Delhi Private Security Agency Regulation Rules, 2009. In case of tie-up, MOU with any such recognized training institute to be attached. MOU should be accompanied by confirmation letter from the aforesaid training institute signed by authorized signatory and their recognition letter under DPSAR, 2009.
(xx) Details of peak staff strength in last three years

(xxi) Valid certificate issued under MSME Act for the purpose of claiming EMD exemption / copy of EMD / copy of UTR for online transaction.
(xxii) Copy of Solvency Certificate
(xxiii) Registered Office in Delhi with minimum – employee on pay roll

Note: All the above documents countersigned by the authorized signatory of the bidder excluding EMD and Solvency, shall be submitted by the selected bidder within 7 days of opening of Financial Bid.

2.6 **Technical Bid Evaluation:**

(1). The Bidders who have submitted the documents as provided in the point no 2.3 will be eligible for Technical Evaluation. In case any document is not submitted, the Tender Authority reserves the right to summarily reject the Bid.

(2). Even though any bidder may satisfy the above requirements, he/she would be liable to disqualification if he/she has:

i. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
ii. Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.

(3) The Bidders will be considered technically qualified only if they secures 60% marks in both A & B of clause 2.2.

3. SCOPE OF WORK

The Agency shall provide comprehensive and systematic Ward & Watch (round-the-clock) Security Services to ensure the safety and security of life, property, and assets within all University premises. The Agency shall be responsible for implementing, maintaining, and monitoring effective security measures throughout the entire University Campus, operating 24 hours a day, 7 days a week, including Saturdays, Sundays, and all Holidays.

The Agency must have provision for sufficient relievers in accordance with the provisions of the Labour Act to ensure uninterrupted security coverage at all times. The detailed Scope of Work is outlined below and shall be read in conjunction with the University Policy for Security Services and Gate Management.

A. Protection of Property & Assets

1. Safeguard University property, assets, and personnel from willful harm, theft, vandalism, and accidental damage.
   - Coverage includes: all entry gates, academic blocks, administrative blocks, auditorium, seminar halls, guest houses, playgrounds, open spaces, residential quarters, hostels, Teachers' Hostel, community and commercial centers, health centers, all premises/personnel within University boundaries.

2. Secure laboratories, equipment, servers, and sensitive installations through physical and electronic measures.
3. Maintain accurate inventory and records for equipment under the control of Security agency to prevent loss and ensure accountability.

4. Protect University cash, documents, and valuables (both static and in transit) from burglary or unauthorized access. The University shall adopt a zero-tolerance policy for security lapses, and the agency shall be held accountable for any loss or negligence.
5. Ensure protection of movable assets of University during its events such as Annual Cultural Fest - Anugoonj, Convocations, Sports Meet, examinations, admissions and other such events where large number of gathering is expected.
6. At the time of taking over the work from the existing vendor/agency, proper record must be prepared and submitted to the University. It will be the responsibility of the awardee bidder to protect the University assets.

B. Safety & Emergency Response

1. Promptly respond to fire alarms, accidents, emergencies, or security incidents.

2. Assist in emergency evacuations and disaster management operations.

3. Coordinate with Fire Services, Police, and Disaster Management Authorities as and when required.

4. Conduct periodic emergency drills and simulations to test and improve response effectiveness.

5. The agency shall be required to have operational SOP to handle the exigency which may arise. This shall be formulated & submitted to the University within 10 days from commencement of work such SOP should clearly highlight the duties of Security Guards, the effective monitoring system, duties of Security Guards at Control Room, the log to be maintained by them along with duties of Supervisors.

C. Support in Maintaining Campus Discipline

1. Draw mechanism in consultation with the University authorities to maintain discipline during examinations, admissions, events, or student gatherings.

2. Report incidents of suspicious activity, misbehavior, ragging, or violation of University rules.

3. Prevent academic dishonesty and uphold institutional integrity.

D. Surveillance & Patrolling

1. The University has already in place a CCTV System. Operate and monitor CCTV systems from a centralized Command and Control Center equipped with video walls, control consoles, and cloud-based monitoring capabilities.

2. Deploy personnel trained in operating Access Control Systems, CCTVs, Recorders, and Computers with Security Software, Printers, Communication Equipment, and Wireless Surveillance Systems, in accordance with Annexure – K.

3. Conduct regular foot and mobile patrols across the campus — including hostels, parking areas, and academic blocks — at random intervals to deter criminal activity.

4. Supervisors may wear body-worn cameras for accountability and transparency during sensitive interactions or incidents.

5. Perform any additional surveillance tasks as directed by the University's Controlling Branch.

6. Perform round the clock supervision within the University premises and dedicate a team for Quick Response (hereinafter referred as QRT). The agency on its own cost will provide 01 motorcycle to carry out the work of supervision/QRT, which shall be operated and maintenance at the cost of the agency. After the conclusion for the contract the said vehicles can be taken back by the agency, however during the period of contract the vehicle shall remain in functional condition or a replacement must be made available within 24 hours.

E. Administrative Duties

1. Prepare and submit daily security and incident reports.

2. Maintain updated duty rosters, attendance records, visitor logs, and vehicle entry logs.

3. Coordinate with University officials to identify and report any safety hazards or maintenance concerns.

4. Ensure all records are well-documented, securely stored, and available for audit.

5. Provide report of Entry/Exit of all Gates in soft copy to the University on daily basis.

6. Create safe and secure working environment for all security guards and provide redressal mechanism as per the relevant applicable act.

F. Access Control & Gate Management

1. The agency shall ensure that only authorized vehicles allowed entry in the University Premises & are parked properly at designated locations, in compliance with the University Security Policy. The agency will be required to deploy a mechanism to ensure that the delivery vehicles/ or that of venders etc. are not engaged in any unlawful activity. The agency is expected to maintain a strict vigil towards this aspect.

2. The security agency shall be responsible for preparing and implementing a comprehensive access control plan with due approval of Competent Authority to ensure smooth and hazard-free entry of bonafide students, staff, officials/faculty, University authorities, and guests. Any security policy of the University shall be ensured that it is effectively implemented and adopted by the agency and it shall further be reviewed.

3. Regulate entry and exit at all gates to prevent unauthorized access, trespassing, misuse of University facilities, and vandalism.

4. Enforce strict access control by verifying credentials of students, employees, and visitors.

5. Issue and manage visitor passes and gate passes as per University procedures to the visitors and make provision for issuance of the same through dedicated software so that proper database is also available with the University.

6. Inspect materials, vehicles, and personal belongings entering or exiting campus using proper authorization protocols.

7. Conduct random checks on vehicles, baggage, and personnel when necessary, ensuring due respect for privacy and University regulations.

8. Maintain order in parking areas and regulate traffic movement within the campus.

9. Perform night patrols across all key deployment points, ensuring continuous coverage and vigilance.

G. Deployment Norms

1. All security personnel shall be physically fit, trained, and verified as per the Private Security Agencies (Regulation) Act, 2005.

2. Minimum deployment strength shall be mutually agreed upon, ensuring 24×7 coverage with adequate supervision.

3. In compliance with UGC guidelines, adequate female security personnel shall be deployed in hostels and other designated areas.

4. The agency shall provide proper uniforms, identity cards, and equipment (batons, torches, communication devices) for all guards.

5. Security personnel must maintain a professional appearance at all times - neatly dressed, well-groomed, and wearing nameplates or badges.

H. Monitoring & Accountability

1. A dedicated and qualified **Security Officer** as mentioned under clause 7.0 shall be appointed by the Agency to oversee and manage the overall security operations at the University. The Security Officer shall act as the single point of contact for the University to address all security-related matters and shall remain available on all working days between 9:00 AM and 5:30 PM. It is expressly clarified that no employer–employee relationship shall exist between the University and the Security Officer or any personnel deployed by the Agency.

2. Conduct regular inspections, including day and night campus visits, to identify and rectify security gaps.

3. Provide on-the-job induction training and refresher training every three (03) months for all security personnel.

4. Participate in monthly performance review meetings with the University's authorized representatives.

5. The agency shall conduct third-party security audits at its own cost through empanelled auditors approved by the University.

6. Penalties may be imposed for dereliction of duty, absenteeism, or security lapses.

I. Other Obligations

1. Carry out lift rescue operations within the University campus when required.

2. Prepare and submit Standard Operating Procedures (SOPs) for all the tasks/functions/duties/assignments performed or expected to perform for approval by the Competent Authority within 10 days of taking over the work.

3. Conserve energy and water resources by switching off unused lights and reporting leakages.

4. Deploy additional trained security staff during University functions, student festivals, or VIP visits. The agency must be able to increase manpower by up to 100% on short notice (2–3 days)**.**

5. Ensure round-the-clock campus patrolling using two-wheelers, every two hours, including fuel and maintenance at no additional cost.

6. Conduct Night Patrol Team visits to check guard alertness and submit periodic reports to the University.

7. In case students indulge in fighting among themselves, security guards should immediately intervene while maintaining their own safety. All guards must take special care to avoid physical confrontation with students and ensure that no one - neither students nor guards - is harmed during the intervention. Report of such incidents with details of students involved must be submitted to University Officials.

4.0 SUBMISSION OF TENDER

4.1 There shall be pre-bid meeting, to be held in the General Administration Branch, Guru Gobind Singh Indraprastha University, East Delhi Campus, Surajmal Vihar, Delhi- 110032 under the chairmanship of the Committee for intending applicants in which any of their doubts shall be clarified besides discussion on any other related issue proposed by the perspective bidders.

4.2 The Copy of the FDR/online e-receipt is to be scanned and uploaded on GeM portal alongwith the bids by all the interested agencies/bidders and original FDR/online e-receipts shall be submitted by the agencies/bidders in General Administration Branch, East Delhi Campus, Surajmal Vihar, Delhi- 110032 in a sealed envelope superscribed as **EMD FOR PROVIDING COMPREHENSIVE SECURITY SERVICES FOR EAST DELHI CAMPUS G.G.S.I.P. UNIVERSITY"**.

5.0 FINANCIAL BID & EVALUATION

5.1 The bidder should quote the Service Charges tendered in Financial Bid on GeM portal as per the details mentioned at Annexure 'J'. The Service Charges for providing Comprehensive Security Services at East Delhi Campus, G.G.S.I.P. University, in accordance with Scope of Work (Clause No. 3) and shall include following components:-

(i) Wages of manpower as per the provisions of Minimum Wage Act along with EPF, ESIC, Paid Holiday (Leave Encashment), and other statutory benefits as applicable from time to time.
(ii) Cost for Hiring of Equipments/Items to be provided by the agency as per Annexure -'K' and 3 (H)**.**
(iii) All other terms and conditions defined in the tender document, including uniforms for workers, all overheads, and incidental expenses required for fulfillment of the agency's obligation under this tender, shall deemed to be included in the Financial Bid.
(iv) If any amount quoted by the bidder in financial bid is not found justified / reasonable or below the prevailing minimum wages, statutory allowances & compliances etc. as mentioned in the tender document, may lead to rejection of the bid.

(v) As per GeM guidelines, the minimum admissible service charge for manpower supply is 3.85% and should not exceed 7%. However, since this tender also requires the agency to provide specified equipment/items, and allied services as detailed in the Scope of Work (Clause 3) and Annexure 'K', the quoted service charge must be reasonable, justified, and inclusive of all associated costs. The successful bidder will be given 30 days from the date of commencement of work to install or supply all required equipment/items as per Annexure (K); failing which, the charges quoted for Hiring of Machinery/Items shall not be payable. In addition, 50% of the monthly service charges shall be deducted until full compliance is achieved. If the delay exceeds 60 days; 75% of the monthly service charges shall be deducted until the installation/supply is completed.

(vi) Financial bid of only those bidders who fulfill the criteria of Technical Bid Evaluation as mentioned at 2.2 shall be opened. As per the GeM minimum rates of Service Charges is 3.85%. However, this tender requires the successful bidder to install/supply various equipments/items as per Annexure – 'K'.

(vii) Financial Bid Evaluation Method – work will be awarded to the bidder who secures maximum marks in Technical and Financial Criteria as per Annexure – N.

(viii) The decision of the Competent Authority, Guru Gobind Singh Indraprastha University, Dwarka shall be final and binding on all the bidders.

5.2 Rejection of Tender

a. The tenders not accompanied with Earnest Money Deposit / valid certificate issued under MSME Act and uploaded /registered on Gem portal for the purpose EMD exemption shall be summarily rejected.

b. Agency quoting the amount below 3.85% service charges (mentioned at Point No. 2 of Financial Bid - Annexure – J) shall be summarily rejected for being unjustified/unreasonable quote.

c. The entire column and rows in the tender form (including tender form and Financial Bid) should be filled up. Tender incomplete by any mean may be rejected without assigning any reason.

d. The Competent Authority of the University may reject any or all tender(s) without assigning any reason.

e. If the bidder proposes any alternation in or additions to the prescribed form of tender or decline to carry out any work of the tender document; or any conditions mentioned, etc., his/her tender is liable to be rejected.

f. The bidders are advised to ensure that all the documents submitted in support of their eligibility are legible/readable otherwise no correspondence in this matter shall be entertained.

6.0 Payment of Wages etc.

6.1 The University will provide the Basic Salary in conformity with the latest minimum wages notified by Labour Department, Govt. of NCT of Delhi from time to time. Presently, following are the rate of Wages per day (in Rs.) notified by the Labour Department, Government of NCT of Delhi vide Order No. F.No. (142)/02/MW/VII/Part file/211-241 dated 15.04.2025.

6.2 GST will be payable / reimbursable by the University as applicable from time to time.

6.3 ESIC as applicable from time to time, will be reimbursed by the University upon submission of the challan evidencing deposit of the requisite amount with the concerned office or bank, in respect of the services provided to the University.

6.4 *EPF as applicable from time to time will be reimbursed by the University on maximum wage ceiling of Rs. 25,000/- on production of challan towards deposit of Provident Fund to the concerned office / in the bank in respect to the services provided to the University.*

6.5 Paid holidays, as applicable from time to time, will be reimbursed by the University upon submission of relevant documents evidencing payment made to the concerned officials, in accordance with the services provided to the University under the Shop & Establishment Act, 1954.

6.6 The Bonus / Gratuity (if applicable) shall be reimbursed to security agency on production of supporting documents.

6.7 Contract workers may be granted weekly off, typically one full day of rest after six consecutive days of work, ensuring a maximum of 48 working hours per week. It will be the responsibility of the agency to provide minimum 04 days off in a month to the personnel engaged as Security Guards. Accordingly, the agency will be required to keep sufficient number of relievers on its rolls.

6.8. These wages are minimum wages for different categories of Security Personnel. Any payment made by the Agency over and above these minimum wages owing to market factors deemed to be included in the service charges quoted by the Agency in the Financial Bid. Nothing extra shall be paid on this account.

6.9. The payment to the Security Personnel shall be under Electronic Fund Transfer/ as per Govt. directions from time to time by the Contactor.

6.10. Rates of the security personnel shall be revised as and when minimum wage rates and other applicable allowances are revised by Government. This shall be applicable from the date revised wages become applicable as per Govt./ Guru Gobind Singh Indraprastha University notification.

6.11. Agency to quote service charges which shall be paid in addition to the details mentioned in para 6.1.-6.10 and shall include all expenses towards overhead, uniform, identity card, motorcycle, communication System etc. The service charge shall be calculated on the basic wages as defined in 6.1 and shall not include all reimbursable.

7.0 Tentative requirement of Security personnel.

The tentative requirement of the security personnel for the University at present works out is as under:

East Delhi Campus	
Security Guards	68
Gunman	03
Security Supervisor (02 Male & 01 Female)	03
Security Officer	01

**** The above category and numbers may change at the discretion of Office-in-Charge and agency will have to comply the same (25% deviation may be upper side or lower side). Additional manpower will have to be deployed over and above the manpower mentioned in the document as and when asked for by the University. The payment of additional manpower shall be made on the basis of applicable minimum wages per day on the date of actual deployment including applicable statutory allowances. As governed by the PF Act., the educational institutes are exempted from payment of Bonus at present.***

Out of above:

(i) 75% of security guards are required to be met from the age group between 21- 50 only.

(ii) At least, 10 security guards deployed at any instance (per shift) should be well trained to operate the central control room for fire fighting and lift rescue /communication.

These security guards should be able to operate the various equipments like electronic / Security installed in control room and act as control room operator for fire fighting and lift rescue operations, CCTV operations etc.

The location-wise deployment will be provided by the University as per its requirement from time to time. The requirement can be increased or decreased at the sole discretion of the University.

8.0 Liability of Security Agency

8.1 The Agency shall compensate in full the loss sustained by the University from time to time on account of any theft, burglary and tampering with the locks of the premises. The amount of loss to be compensated shall be determined by the University and the same shall be binding on the Agency. In

addition to this, Agency shall also be liable to pay a penalty, in each case, for theft in the Campus (see clause 20).

8.2 The agency shall also be fully responsible for any loss of office equipment, Fixtures and Articles installed on the campus. All losses suffered by the University on this accounts shall be compensated in full by the Agency. The Agency can suggest any practical proposal to have an effective vigilance/surveillance to check pilferage. They will be considered on merit by the University and acceded to if deemed fit. The decision of University shall be binding on the Agency.

8.3 The agency shall be required to update / maintain the validity of all the applicable certificates / statutory clearances, during the currency of the contract.

8.4 The various category of security personnel shall be as under:

i. Subletting is not allowed.

ii. The personnel deployed must be medically fit for the job and free from any contagious disease. Medical Fitness Certificate of all the personnel deployed by the Agency shall be required at the time of joining.

iii. Educational Qualification & Experience for Security Guards.

iv. It will be mandatory to submit Medical Fitness Certificate every year for such personnel who are above the age of 55 years. The University reserves the right to seek from the Agency a latest Medical Fitness Certificate of any personnel during the period of contract and the Agency shall be bound to furnish the same within 7 days. Only such personnel shall be deployed who are considered medical fit. The decision of the Competent Authority of the University shall be final and binding.

	Ex-Servicemen	**Others**
Age	Minimum 33 years Maximum 60 years	Minimum 21 years Maximum 60 years**[also see clause-7]**
Height	5'6"	5' 6" (5'3" for lady guards)
Educational Qualification	Matric /10th pass	Matric /10th pass
Experience	Minimum 15 years	Minimum three years Preferable Experience in Education Institution

iv. Educational Qualification & Experience for Others Security Personnel's:

	Security Officer	**Security Supervisor**	**Gun Man / Operator**
Age	Minimum 33 years Maximum 60 years	Minimum 33 years Maximum 60 years	Minimum 21 years Maximum 60 years
Height	5'6"	5'6"	5' 6"
Educational Qualification	Graduate or Ex-Service Man	12th or Ex- Service Man	Matric/ 10th pass with Gun License
Experience	Minimum Eight years as Supervisor	Minimum five years of Experience as a supervisor with Proof/Service record certified by the Principal Employer Preference will be given to the one who has satisfactory work experience in an educational institution.	Minimum three years

Note: ***No person who has been convicted by a competent court or who has been dismissed or removed on grounds of misconduct or moral turpitude while serving in any of the armed forces of the Union, State Police Organizations, Central or State Government or in any private security agency shall be employed or engaged as a private security guard or a supervisor.***

8.5 A complete list of the Security personnel to be engaged by the Agency for deployment at the campus, shall be furnished by the Agency along with complete address and other antecedents after acceptance of tender. The agency should deploy only those personnel whose antecedents have been verified by the Delhi Police. The agency should submit an indemnity bond in support of having Police verification for all deployed personnel to the University and the agency will be solely responsible to the deployed personnel to the University.

8.6 The agency shall have to submit the weekly duty chart prior to the commencement of the week and the daily attendance sheet of all the security personnel deployed to the University or Authorized officer of the University, failure to do so will result in non-payment for the day/days for which the duty chart/attendance sheet is not furnished.

8.7 The Agency shall not replace the Security personnel at random. This shall be done with the prior approval of the officer in charge of the Security in the University and full particulars of the Security personnel shall be given to officer in charge. In case any of the security personnel is found to be posted without the previous knowledge of the University, then the University shall not be liable to pay for such security personnel deployed, besides, the agency will have to withdraw the said security personnel(s) immediately.

8.8 If any security personnel deployed / deputed by the security agency does not report at the University Campuses, the agency will depute / deploy alternate security personnel and no payment shall be made by the University in this regard. The agency shall man all the Security points /posts and other locations as specified by University on all days of the week. No short leave shall be permitted to the security personnel unless the Agency provides suitable substitute without any extra payment. The agency has to keep sufficient number of leave reserve. The security agency shall arrange the meal relief of the security guards in such manner that post/guard hour/deployment area remains attended always.

8.9 The agency shall ensure that at no time, any security point is left unmanned. A register shall be maintained by the Agency at every gate / point where round the clock duty is performed.

8.10 The University will arrange to provide lock/seal for stores, godowns and offices etc. to the satisfactions of the Agency, wherever possible.

8.11 The University will be authorized to fix timing of the various duty shifts, including extension in duty hours where required. A single duty shift will have normal duration of eight hours.

8.12 The Agency shall arrange Uniform for all on duty security personnel smartly and neatly on Security Forces pattern according to season i.e. summer uniform during summer and winter uniform during winter and a badge bearing his name and designation. The dress shall be of uniform colour and design.

8.13 The agency shall provide equipment such as Helmet, Gloves, Extension Ladder, Rope, Safety belt, tool kits & other related equipments etc for the fire safety.

8.14 The agency has to also ensure good behavior of security personnel with officials of University and visitors to the University. It shall be the responsibility of the Agency to ensure that all the Office Spaces, Classrooms, faculty Rooms and Labs are locked and the keys are kept in the Keyboard where proper records are maintained.

8.15 The agency shall ensure that the Security Personnel always abstains from taking part in any staff union and associations activities.

8.16 The Agency will ensure that unauthorized entry is not permitted and the Security personnel at the entry points will be able to recognize the legitimate visitors without causing unnecessary embarrassment to the visitors.

8.17 The Security personnel should ensure that the entry of visitors (Pedestrians, Scooterist, Motor Cyclist or Motorist) be allowed as per the Security Policy.

8.18 The Agency must provide Door Framed Metal Detectors (DFMD) – (at least 05), Handheld Metal Detector (at least 05), Handheld Search Lights (at least 05) and portable radios / Walkie –Talkie (at least 30 sets), in accordance with the Annexure – K. The portable radios / Walky – Talky and similar / such instruments should be under license issued as per the rules / provisions of Indian Telegraph Act & Rules / Indian Wireless Telegraph Act Rules, if required.

8.19 If any security personnel is found absent from the place of duty, the University will deduct double of the amount which is payable for the duty.

8.20 The quality and disciplines of the Security personnel should be ensured regularly (daily, weekly, fortnightly or monthly). Daily reports will be prepared by the Agency and the same should be submitted to the University. Appropriate records in reference to above shall be maintained by the Agency at its own cost.

8.21 The University will provide no stationary and other allied items for the maintenance of Records.

8.22 As and when the University requires additional security personnel on temporary or emergency basis, the agency will depute such security personnel under the same terms and conditions.

8.23 The agency shall also provide following items/articles at its own cost :-

a. Torches and cells to the security personnel on night duty.
b. Duty charts at specified locations for inspection
c. Raincoats to their security personnel for rainy season
d. Stationary & allied items for the keeping of records.
e. Uniform for the personnel on Duty
f. Bent Rod (Lathi) to guards
g. Unique ID Card issue by the security agency to every security personnel.
h. Bio-metric machine with software duly approved by the University.

Maintenance/upkeep of above items/articles to be ensured by the security agency. Nothing extra shall be paid by the University on this accounts.

8.24 The agency will ensure the presence of its entire personnel in their full strength on all working days, and reduce numbers on such other days as may be required and notified from time to time. If personnel of the Agency are on leave/absent, the Agency will be duty bound to provide alternate arrangements with equally trained and qualified personnel without fail. No personnel shall make himself unavailable without alternative arrangements having been made and due notice given to University.

8.25 Any liability arising out of any litigation (including those in consumer courts) due to any act of contractor's personnel shall be directly borne by the contractor including all expenses/fines. The concerned contractor's personnel shall attend the court as and when required.

8.26 Security personnel shall be hired by the security agency. Security agency shall have full control and supervision on the acts of its security personnel including their employment. Agency shall indemnify the University regarding any claim of the personnel w.r.t. employment or anything else, whatsoever. University shall have no role in the employment of Security personnel.

9.0 **Duty Hours (For all rank except Security Officer) on all the seven days of week**

1. First Shift 06:00 hrs to 14:00 hrs
2. Second shift 14:00 hrs to 22:00 hrs
3. Third shift 22:00 hrs to 06:00 hrs
4. General shift – 09:00 hrs to 17:00 hrs
5. Duty timing shall be changed by the University as per requirement and necessity.

The personnel will have to report to the University's security office at least 15 minutes in advance of the commencement of the shift for collecting necessary documents/instructions, and to complete all other required formalities as approved by the University.

10.0 Duties and responsibilities of the Security Agency

10.1 The agency will be responsible for overall Security arrangements of the University as per the scope of the tender document.

10.2 The Security Officer will ensure that all the instructions of the University are strictly followed and there is no lapse of any kind.

10.3 Requirement of posting of Security Personnel /Security Supervisors will be reviewed and monitored by the University from time to time.

10.4 Security personnel deployed in the premises on holiday and Sunday will be assessed as per actual requirement and the number of personnel will be suitably reduced/increased (if required).

10.5 The security personnel will also take round of all the important sensitive points regularly at the interval of one hour and the duty report will be prepared at the interval of every shift and submitted to the Security In-charge of the University.

10.6 The security personnel will be on duty for twenty four hours (round the clock in three shifts of eight hours each) as per deployment schedule and will take care of all the store(s), vehicle/car parking, substations, pump house, STP etc. in the campus.

10.7 The Security personnel are required to keep the keys of all the rooms of the respective wing, where they are deployed and open and close the same as & when required by the authorized officials.

10.8 The Security personnel deployed at the Entry and Exit Gates are required to open and close the gates, whenever an authorized car enter/exits through the gates.

10.9 It will be the duty of the Security personnel to open the locks to enable cleaning operations in the campus. They are also required to be present and vigilant in the campus during the entire work of the cleaning operations. Moreover, they will also open the premises as and when required for Civil & Electrical maintenance works by authorized officials on holidays. Authentic Records of all maintenance

activity in the campus will be maintained, in consultation with the University, which should be made available for any later date investigation, if required.

10.10 The Security personnel shall carry out such other duties as are entrusted to them from time to time by the University.

10.11 Entry of street Dogs and cattle's etc. into the campus is to be prevented by the Security personnel.

10.12 The Security personnel on patrol duty should take care and immediately inform about the leakage in the water taps, valves and water hydrants installed in the open area and other parts of premises.

10.13 The Security personnel should ensure that flowers, plants, trees and grassy lawns are not damaged by the staff or students or by the outsiders.

10.14 The Security personnel will also help the fire fighting staff in extinguishing / controlling the fire, or meeting any exigency, if there is a fire or any other natural calamities at the site. The Security personnel deployed should be well trained and conversant with the fire fighting procedure and apparatus at the site. A certificate to the effect that the personnel deployed on site are conversant with Basic Fire Fighting Techniques and conversant with the Evacuation procedure of the campus, shall be furnished by the Agency within one month of commencement of providing service. In case of change in staff it will have to be resubmitted along with notification of change, well in advance.

10.15 The security personnel will be trained and conversant with the lift rescue operation and should also operate the lifts as may be required.

10.16 That the Security personnel shall be available all the time as per their duty roaster and they shall not leave their place of duty without the prior permission of the University, or they are duly relieved, even if it results in extended duty hours.

11.0 Period of Tendered Work

The tender will be awarded for initially for a period of Three years which can be extended for another one/two years. The extension of contract shall however be solely at the discretion of University, with the consent of the Agency, depending upon the review of services by the Competent Authority, at the same terms and conditions. The decision of Competent Authority shall be final & binding upon the security service provider.

12.0 **Payments of Bills**

12.1 The agency shall be required to disburse wages, to the security personnel, latest by 7th of every month and raise a detailed bill thereafter.

12.2 Payment against the said bill shall be released by the University with respect to wages in the first instance and on account of the remaining portion, i.e. EPF, ESI, GST deposits etc, subsequently.

12.3 University intends to complete the payment process within 30 working days from submission of the bill, completed in all aspects and with all relevant supporting documents. Incomplete bill/missing supporting documents will result in delay of payment of bills. The bills shall be submitted in triplicate along with requisite document i.e. Attendance record through Bio-metric system installed and maintained by the security branch with programming/format duly approved by the University, duly verified on daily and shift basis by the officials deputed/designated by the Competent Authority of the University and detailed calculation of the bill in respect of each person deployed by the agency and any other document/details specified by the University from time to time in compliance of clause 6. The

disbursement of wages will be made by ECS (Electronic Clearance Services)/ as per Govt. directives from time to time by the Contractor awarded the contract and a copy of the same shall be submitted by the Contractor to the office of Dy. Registrar (Security) for record and necessary action. The reimbursement of EPF, ESI deposits, shall be made by the University on production of relevant challan/paper submitted by the security agency.

12.4 Wherever any over payment comes to the notice of University the same shall be deducted by University from any sum due or which at any time thereafter may become due to the Agency under this tender/agreement/contract and failing that under any other tender/contract/agreement with University or from the Performance Security of the tenderer.

12.5 University reserves the right to carry out post payment audit and/or technical examination of the final bill including all supporting vouchers, abstract etc. University further reserves the right to enforce recovery of any overpayment whenever detected.

12.6 If as a result of such audit and technical examination, any overpayment is discovered in respect of any work done by the Agency or alleged to have been done by the Agency under the tender/agreement/contract, it shall be recovered by University from the Agency by any or all the methods prescribed above or through a Court of law as the situation warrants.

12.7 If any underpayment is discovered, the amount will be duly paid to the Agency by the University as and when pointed out and found justified.

12.8 University reserves the right to make payment of only such persons who actually worked during the period of bill.

12.9 Last payment of the agency will be cleared only after ascertaining clearance of any liability pending with the Agency.

13.0 **Notice of University**

Subject to as otherwise provided in this Tender, all notices to be given on behalf of University and all other actions to be taken on its behalf may be given or taken by the Registrar or any other official authorized by the University.

14.0 **Legal Liability and Responsibility of Agency**

14.1 It will be the responsibility of the Agency to get all the related clearances as applicable under the Indian Laws and complete the necessary formalities as required under relevant statutes, rules and regulations, including Private Security Agencies (Regulation) Act, 2005 (29 of 2005) and Delhi Private Security Agencies (Regulation) Rules, 2023.

14.2 The agency shall comply with all the statutory provisions as laid down under various Labour Laws/Act/Rules like Gratuity, Contract Labour(R&A) Act, Delhi Works Contract Act and other Labour Laws/Acts/Rules in force from time to time at its own cost (from within the rate quoted). In case of violation of such statutory provisions under Labour Laws and/or any other law applicable, by the Agency, there will not be any liability on part of University.

14.3 In every case in which by virtue of the provisions of the Works man's Compensation Act or any other Act, the University is obliged to pay compensation to such person employed by the agency in execution of the work, then the University will be entitled to recover from the Agency the amount of compensation so paid from the next bill of the agency. If the amount of compensation exceeds the bill, the same will be deducted from subsequent bills of the agency till full amount is recovered.

14.4 The agency has to maintain all the relevant records, register and documents as required by the Labour Department, Regional Provident Funds Commissioner and Employees State Insurance Corporation or other local bodies as per the existing rules and/or regulations as amended from time to time.

14.5 The agency shall indemnify to the University against any payments to be made under and for the observance of the above mentioned various laws and rules.

14.6 The Agency will be liable to provide the Security service within one week from the date of issue of letter of acceptance. Any delay in executing the work beyond this period shall attract penalty as defined under clause 20.2 and any other clause as applicable.

14.7 The contractor shall ensure that its personnel shall not at any time, without the consent of the University in writing, divulge or make known any trust, accounts matter or transaction undertaken or handled by the University and shall not disclose any information about the affairs of University. This clause does not apply to the information, which becomes public knowledge.

14.8 During the course of contract, if any contractor's personnel are found to be indulging in any corrupt practices causing any loss of revenue to the University shall be entitled to terminate the contract forthwith and forfeit the contractor's Performance Guarantee.

14.9 In the event of default being made in the payment of any money in respect of wages of any person deployed by the contractor for carrying out work of this contract and if a claim thereof is filed in the office of the Labour Authorities, and proof thereof is furnished to the satisfaction of the Labour Authorities, the University may, failing payment of the said money by the contractor, make payment of such claim on behalf of the contractor to the said Labour Authorities and any sums so paid shall be recoverable by the University from the contractor.

14.10 University follows Zero Tolerance towards Sexual Harassment of Women at Work Place and has constituted ICC as per the **UGC Gazette of India Notification 2016**. The agency shall be responsible to provide training and sensitize it male and female staff so deployed regarding their rights and responsibilities. The agency shall further be expected to take proactive steps and provide safe working environment to the female security guards.

14.11 If any money shall, as the result of any instructions from the Labour Authorities or claim or application made under any of the Labour laws, or Regulations, be directed to be paid by the University, such money shall be deemed to be payable by the- contractor to the University within seven days. The University shall be entitled to recover the amount from the contractor by deduction from money due to the contractor or from the Performance Security.

14.12 The contractor shall not engage any sub contractor or transfer the contract to any other person in any manner.

14.13 The contractor shall provide the copies of relevant records during the period of contract or otherwise even after the contract is over whenever required by the University.

15.0 NO LIABILITY OF THE UNIVERSITY

The University shall not provide any residential accommodation to the Security personnel employed by the agency.

15.1. The University will be under no obligation to provide employment to any of the employees of the Security agency during or after expiry of tender/ agreement/ contract period and University recognizes no Employer- employee relationship between University and the Security employees deployed by the contraction agency.

15.2. The University shall not be responsible financially or otherwise for any injury to the Security personnel in the course of performing the Security functions as per this tender. This liability shall be of the bidder.

15.3. The University shall not be responsible for any dispute arising out of contact between the bidder and his employee or consequent litigation which may arise out of it. The University shall not be liable in any proceedings initiated against the bidder or his employee.

15.4. The University shall not be liable to pay retiral benefits, Gratuity, Bonuses etc. to the personnel hired or employed for the purpose of carrying out the services mentioned in the tender.

16.0 **Termination of Tender**

16.1 If the agency at any time makes default in executing security services with due diligence and continue to do so, and / or the Agency commits defaults in complying with any of the terms and conditions of tender and does not re-modify it or does not take effective steps to remedy it, or fails to complete the work as per terms and conditions of the tender and does not complete them within the period specified in the notice given to him in writing or made itself liable for full penalty of 10% under clause 20.2, the University may without prejudice to any other right or remedy, which shall have accrued or shall accrue thereafter to the Agency, cancel the tender/contract/agreement, after one month's notice. University on such cancellation shall have powers to carry out/execute the work through other agencies by any means at the risk and cost of the Agency.

16.2 The University reserves the right to terminate the contract without assigning any reason by giving to the tenderer one month's notice of its intention to do so and on the expiry of the said period of notice; the tender/contract/agreement shall come to an end.

16.3 If any information furnished by the tenderer is found to be incorrect at any time, the tender/contract/agreement is liable to be terminated and the EMD /Security Deposit will be forfeited by the University.

16.4 In case the Agency wants to terminate the contract/agreement, it shall have to give three month's notice in advance to this effect to the University.

17.0 Arbitration

Any disputes arising out of and in relation to this agreement shall be resolved through Arbitration in terms of Arbitration & Conciliation Act,1996. The parties may be decided on an mutually appointed Arbitrator preferably a retired Judge of High Court. The seat and venue of Arbitration shall be New Delhi. The decision of the Sole Arbitrator, so appointed shall be final and binding upon the parties.

18.0 **Other Condition of the Tender**

18.1 The tender form should be legibly filled in ink or typed.

18.2 Change in the name of the tenderer shall not be allowed under any circumstances.

18.3 Every paper of the tender should be signed by the authorized signatory of tenderer with seal of Agency/Firm/company. In case any person signing the tender/contract/agreement on behalf of Limited Company or Firm, he will produce letter of authority/resolution passed by the company/firm empowering him to sign the tender/agreement/contract on behalf of the company or firm.

18.4 No change in constitution/share holding of the successful tenderer will be done under any circumstances without the prior approval of the University in writing.

18.5 The University will deduct Income Tax / other tax at source as applicable from time to time.

18.6 The Agency submitting the tender would be presumed to have considered and accepted all the terms and conditions of this tender. No enquiry, verbal or written, shall be entertained in respect of acceptance /rejection of the tender.

18.7 The Agency shall indemnify the University against all damages/charges and expenses for which the University is held liable or pays on account of the negligence of the Agency or its servants or any persons under its control, whether in respect of accident, injury to the person or damages to the property of any member of the public or any persons or in executing the work or otherwise and against all claims and demands thereof.

18.8 Any person who is in Government Service or an employee of the University should not be made a partner to the tender by the Agency directly or indirectly in any manner whatsoever.

18.9 The agency shall not transfer the tender to any other person in any manner. The Agency shall not be permitted to sub-contract the work to any other person/firm/agency.

18.10 Any other provisions as advised by the University shall be incorporated in the agreement to be executed by the Agency and the same shall be binding on the Agency.

18.11 That the successful tenderer shall take immediate steps to get a license under The Occupational Safety, Health & Working Condition Code, 2020 and Delhi Works Contract Act (Wherever applicable).

18.12 The security agency shall provide a non-judicial stamp paper of Rs. 100/- for preparing a contract / agreement. The successful tenderer shall enter into a contract/ agreement with the University as per the terms and conditions of the tender within one month from the issue of letter of acceptance or whenever called upon to do so by the University, whichever is earlier. No payment shall be released without signing of agreement.

18.13 The University reserves the right to cancel the tender/contract/agreement or to withhold the payment in the event of non-commencement or unsatisfactory performance of the work. In such eventuality University further reserves the right to get the work done from some other agencies and also shall cancel the tender/agreement/contract at one calendar month's notice. Agency will be black listed by the University for a period of four years from participating in such type of tender of the University and its earnest money/security deposit shall also be forfeited.

18.14 University shall be at liberty to direct and to require the Agency to remove from the work, any person employed by the Agency, who in the opinion of University misconducts himself or is incompetent or negligent in the proper performance of his/her duties or is infirm and invalid/or indulges in unlawful activity or the like and such person shall not be again employed on the work of the University without written permission of the University.

18.15 All the terms and conditions contained in this tender document will be a part and parcel of the agreement/contract to be executed by the Agency with the University including correspondence leading to award of work. In addition to this, terms & Conditions available on GeM portal will also be followed/executed by the Agency.

18.16 Canvassing in connection with the tender is strictly prohibited. Tender must be unconditional.

18.17 Tender not conforming to the requirement as per the terms and conditions is liable to be rejected and no correspondence shall be entertained whatsoever.

18.18 All the intending tenderers are advised to keep a photocopy of the tender documents with them for their future references. All the intending tenderers are further advised to visit the University (to see and to satisfy and understand the scope of work to be executed as per this tender), before participating in the Tender and filling the financial bid, because no subsequent request of the tenderer for additional payment/claim on any account will be entertained by the University under any circumstances.

18.19 For any clarification regarding the scope of work and/or any terms and conditions of tender the intending tenderer in person can seek clarification from the office of Dy. Registrar (General Administration) on any working day during office hours, with prior appointment, before last date of submission of tender. No representation, what so ever, will be entertained after the tenders have been opened and all the decisions taken by the University will be binding on the tenderer.

18.20 The Security personnel deployed by the Agency shall not consume liquor or any other intoxicant while on duty otherwise suitable penalty will be imposed as per rules.

18.21 The University shall have the right to ask for the removal of any person of the Agency, who is not found to be competent and orderly in the discharge of his duty. The University reserves the right to cancel the tender/contract/agreement or to withhold the payment in the event of non-commencement or unsatisfactory performance of the work. In such eventuality University further reserves the right to get the work done through other agencies. Watch and ward personnel shall be bound to observe all the instructions issued by the University concerning general discipline and behavior. In case any person employed by the agency is inefficient, quarrelsome, infirm and invalid or indulges in unlawful activity or the like, the agency shall replace such person with a suitable substitute at the request of the University.

18.22 All the documents pertaining to the Firm / Company submitted by the tenderer should bear the same name and address, as recorded in the Tender Form. In case of any variation, it should be specifically clarified, as to whether the changes have been duly notified to the respective Authority and proof of acceptance by the Authority must be attached with the respective document submitted by the tenderer.

18.23 Any act on the part of the tenderer to influence anybody in the University is liable for rejection of his tender.

18.24 The staff of the Contractor shall work under overall supervision and directions of General Administration of East Delhi Campus of Guru Gobind Singh Indraprastha University or as notified by University from time to time.

18.25 Each bidder shall submit only one tender either by himself. If a bidder or if any of the partners participate in more than one bid, the bids are liable to be rejected.

19.0 **Performance Security**

19.1 The Earnest Money Deposit of the successful bidder shall be refunded on receipt of Performance Security.

19.2 Bid securities of the unsuccessful bidders shall be returned to them within 30 days after expiry of the final bid validity or declaration of result of first stage i.e. technical evaluation etc.

19.3 The total Performance Security will be 5% of the total cost of work in the format attached for a total contract period of 03 years plus two months. The agency has to deposit the performance security within 15 days after acceptance of award letter in form of irrevocable Bank Guarantee in favour of Registrar, Guru Gobind Singh Indraprastha University or irrevocable Bank Guarantee from any of the nationalized bank in the format attached **(as Annexure-L).**

19.4 No interest shall be paid by the University on Earnest Money or Security Deposit.

19.5 In case of non submission of Performance Security within specified time, the earnest money will be forfeited.

20.0 **Penalties**

20.1 In case any public complaint is received attributable to misconduct/misbehavior of contractor's personnel, a penalty or Rs. 2000/- for each such incident shall be levied and the same shall be deducted from contractor's bill. Further the concerned contractor's personnel shall be removed from the University system immediately.

20.2 In case the contractor fails to commence/execute the work after expiry of time period in clause 14.6 as stipulated in the agreement, a penalty of 25% of the Service Charges per week beyond seven days shall be imposed subject to maximum of 50% of the Service Charges, which shall be made good by forfeiture of Performance Security @ 5% of contract amount or any other sum, payable to the agency, available with the University.

20.3 The Security Agency shall be fully responsible for ensuring compliance with Clause 21 (Data Protection & Privacy Requirements)**.** Any instance of violation, misuse, unauthorized access, or unauthorized disclosure of personal data of students, staff, visitors, or any individual associated with the University shall attract a penalty of Rs. 20,000/- per default. In case of repeated breach, University may take punitive action or may terminate the contract.

20.4 The successful bidder shall complete the installation and/or supply of all required equipment/items as specified in Annexure (K) within 30 days from the date of commencement of work. In the event of failure to complete the installation/supply within 30 days; the charges quoted for Hiring of Machinery/Items shall not be payable. In addition, 50% of the monthly service charges shall be deducted until full compliance is achieved. If the delay exceeds 60 days; 75% of the monthly service charges shall be deducted until the installation/supply is completed. No arrears or back payments shall be payable for the period of delay in installation/supply of the equipment/items specified in Annexure(K). If the bidder fails to complete the installation/supply for a period exceeding 90 days; the University shall initiate action to blacklist the agency and may proceed with awarding the work to another agency. The University may also impose such penalty as deemed appropriate by the Competent Authority, including forfeiture of full/part of Performance Guarantee.

20.5 For non wearing of uniform and/or identity card Rs. 500/- per default by a person.

20.6 In the event of any loss, theft or damage to the University's property, premises or assets at East Delhi Campus attributable to the negligence of duty by the Security Guards, Supervisors or the contractor, the Contractor shall be held fully liable for such loss or damage. The extent of liability and the amount recoverable shall be determined and finalized by the Competent Authority of the University, whose decision shall be final and binding.

20.7 For violation of any of the condition of the contract, Rs.10000/- per default.

20.8 In case the Security Guard is found absent from the duty and if no alternative arrangement is made by the Agency, then a penalty of Rs 1000/- per guard per duty will be imposed.

20.9 The mode of recovery will be as under: -

S. No	Amount of Loss	Mode of payment
1.	Upto Rs One Lakh	To be recovered directly from the Service Agency
2.	Above One Lakh & Upto 10 Lakhs	To be recovered from the Monthly Bill
3.	Beyond Rs 10 Lakhs	To be recovered by invoking Bank Guarantee/ FDR

21. Data Protection and Privacy Requirement

The Security Agency shall ensure that all personal data of students, staff, visitors, and any other individuals entering the University premises is collected, processed, stored, and used strictly in accordance with the provisions of the Digital Personal Data Protection Act, 2023 and any other applicable data-protection rules of India. Personal data obtained through security processes-such as identity verification, access control systems, CCTV footage, biometric or non-biometric records, visitor logs, or any other digital or manual data shall be used solely for authorized safety and security purposes and shall not be shared, disclosed, or transferred to any third party without the prior written consent of the University, except where required by law.

The Security Agency shall ensure that:

1. Data Minimization: Only essential data necessary for security verification and access control is collected.
2. Purpose Limitation: Personal data is used exclusively for security, monitoring, and incident-management purposes.
3. Data Security: All data is stored securely using appropriate technical and organizational measures to prevent unauthorized access, alteration, loss, or misuse.
4. Restricted Access: Access to collected data shall be limited to authorized personnel of the University and the agency, strictly on a need-to-know basis.
5. Retention & Deletion: Data shall be retained only for the duration approved by the University and securely deleted/disposed of after the retention period expires.
6. Confidentiality: The agency shall ensure its personnel sign confidentiality undertakings and are trained in data-protection practices.
7. Breach Notification: Any data breach, unauthorized access, or suspected compromise must be reported to the University immediately and not later than 24 hours of detection.

The Security Agency shall be fully responsible for compliance with this clause and any violation, misuse, or unauthorized disclosure of personal data shall invite action as per contractual terms, University rules, and applicable Indian laws.

22. Force Majeure

If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligations, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may as its option terminate the contract.

INTEGRITY PACT

To

_____
_____
_____

Sub: NIT No. GGSIPU/GA(EDC)/2026-27 for the work of providing Comprehensive Security Services round the clock in the University (East Delhi Campus).

Dear Sir,

It is hereby declared that Guru Gobind Singh Indraprastha University is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the Guru Gobind Singh Indraprastha University.

Yours faithfully

Registrar
(Guru Gobind Singh Indraprastha University)

INTEGRITY PACT

To

The Registrar,
Guru Gobind Singh Indraprastha University
Sector- 16C, Dwarka
New Delhi- 110078

Sub: Submission of Tender for the work of providing comprehensive security services round the clock in the University (East Delhi Campus)

Dear Sir,

I/We acknowledge that Guru Gobind Singh Indraprastha University is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed Integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by Guru Gobind Singh Indraprastha University. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, Guru Gobind Singh Indraprastha University shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid is accordance with terms and conditions of the tender/bid.

Yours Faithfully

(Duly authorized signatory of the Bidder)
INTEGRITY PACT

INTEGRITY AGREEMENT

THIS Integrity Agreement is made at _____ on this _____day of _____20_____

BETWEEN

Guru Gobind Singh Indraprastha University represented through Registrar, (Hereinafter referred as the **'Principal/Owner'**, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

_____
through_____ (Hereinafter referred as the "Bidder/Contractor" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal/Owner has floated the Tender (NIT No. _____) (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for Providing Security services round the clock in the Guru Gobind Singh Indraprastha University Campus at East Delhi Campus in Surajmal Vihar, Delhi hereinafter referred to as the "Contract".

And WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement(hereinafter referred to as **"Integrity Pact"** or **"Pact"**), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants in this pact, the parties hereby agree as follows and this pact witnesses as under:

Article 1: Commitment of the Principal/Owner

1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

    a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
    b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.

    c) The Principal/Owner shall Endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.

2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government/University all suspected acts of **fraud or corruption or Coercion or Collusion** of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.

2) The bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:

   a) The bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.

   b) The Bidder(s)/Contractor(s) will notenter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.

   c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

   d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.

   e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made or is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of other and/or to influence the procurement process to the detriment of the Government interests.

5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach or this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.

2) **Forfeiture of EMD/Security Deposit:** If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1) the principal/owner apart from exercising any legal right that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit / Security Deposit of the Bidder/Contractor.

3) **Criminal Liability:** If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression

1) The bidder declares that no previous transgressions occurred in the last 5 year with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.

2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/holiday listing of the Bidder/Contractor as deemed fit by the Principal/Owner.

3) If the Bidder/Contractor can prove that he has resorted/recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation (s) of the principles laid down in this agreement/Pact by any of its Sub-contractor/Sub-vendors.

2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.

3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6: Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, Guru Gobind Singh Indraprastha University.

Article 7: Other Provisions

1) This pact is subject to Indian Law, place of performance and jurisdiction is the **Head quarters of the Division** of the Principal/Owner, who has floated the Tender.

2) Changes and supplements need to be made in writing. Side agreements have not been made.

3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

4) Should one or several provisions of this pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.

5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement/Pact or any action taken by the Owner/Principal in accordance with this **Integrity agreement /pact interpretation thereof shall not be subject to arbitration.**

Article 8: Legal and Prior Rights

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contract documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHERE OF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

_____
(For and on behalf of Principal/Owner)

_____
(For and on behalf of Bidder/Contractor)

WITNESSES:

1. _____
2. _____

Place: Dated:

Annexure - A

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
TENDER FORM FOR PROVIDING COMPREHENSIVE SECURITY SERVCIES IN EAST DELHI CAMPUS

Affix duly attested P.P. size photograph of the tenderer/- authorized signatory

Sl. No.	Particulars of Service Provider	Details
1	Name of the Bidder (in block letters)	
2	Status of the agency whether public Ltd./ Pvt Ltd./Partnership Firm/Proprietorship Firm	
3	Registration number and year of establishment of Firm / Company	
4	PAN Number of Firm/Company	
5.	GST Number of Firm/Company	
6.	EPF Number of Firm/Company	
7.	ESIC Number of Firm/Company	
8.	Valid License detail under Delhi Private Security Agencies (Regulation) Rules, 2009	
9.	Telephone No. & Email ID	
10.	Bidder's Registered Office Address	
11.	Bidder's address for Correspondence	
12.	Name and Designation of the authorized signatory of the bidder	
13.	Contact details of authorized signatory	

14. Details of Earnest Money Deposit

Name of the Bank	FDR / Online e-receipt No.	Date	Amount (in Rs)

I/We the undersigned being the bidder as mentioned above, hereby apply to the University for **providing Comprehensive Security Services at Guru Gobind Singh Indraprastha University (East Delhi Campus)** as described above in accordance with the terms and conditions of the tender. I/We have read and understood the terms and conditions of the tender and hereby unequivocally accept the same. The terms and conditions of the tender and the Notice Inviting Tender are also signed and being submitted with the tender form

Place:…….
Date:……

(Signature of the Bidder)
with Name and Seal of the Firm)

Note:-

- Any correction in the application form should be fully signed by the bidder.
- All pages of the tender application form should be fully signed by bidder.

Annexure – B

LETTER OF TRANSMITTAL

From:

_____

_____

_____

To

The Registrar
Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka
New Delhi - 110078

Sub: Submission of Tender for Providing Security Services for Guru Gobind Singh Indraprastha University (East Delhi Campus)

Having examined the details given in Tender document for the above work, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statement made and information supplied in the enclosed Annexures / Forms accompanying statement are true and correct.

2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to supply.

3. **I/We submit the requisite Affidavit / certificate and authorize the Registrar, Guru Gobind Singh Indraprastha University to approach Bank issuing the solvency certificate to confirm the correctness thereof. I/we also authorize the Guru Gobind Singh Indraprastha University to approach individuals, employers, firms and corporation to verify our competence and general reputation.**

Signature(s) of Bidder(s) with seal

Annexure – C

Solvency Certificate from Bankers of the company in the following form:

FORM OF BANKER'S CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information M/s……. having marginally noted address, a customer of our bank are/is respectable and can be treated as good for any engagement upto a limit of Rs……..... (Rupees…….....)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)
For the Bank

NOTE

(1) Bankers certificate should be on letter head of the Bank, sealed in cover addressed to tendering authority. The certificate should be latest i.e. within six months of last date of submission of tender.

Signature of Bidder(s) with Seal

Annexure - D

(This should be mentioned on the letter head of the agency)

Details of Similar Works

Name of Work	period of Contract	Starting Date	Completion Date	Name of Client and Address	Contact person with designation and telephone number (Performance certificate issuing authority)	Financial component (Value of work)	No of Security personnel deployed category wise per shift	
							Per Shift	Per Day

Details of Similar Works in Education Institutions / Universities

S.No	Name of University/ Institute and Address	Contact Person	Value of the Contract	Completed Value	Date of Completion of services	No of security Personal provided		Remarks (if any)
						Per Shift	Per Day	

Signature of Bidder with seal

Annexure - E

(This should be mentioned on the letter head of the agency)

Details of Security Guards

Details	Nos
Total Nos of Security Guards on roll	

Nos of Security guards at one location

Name of Work	Client	Address of Client	Contact Person with Designation and Contact No.	No of Guards per day

Note:

1. Copy of EPF /ESIC challan indicating number of Guard on roll to be submitted.
2. Certificate from client regarding deployment of Guards per day to be submitted.
3. Copy of labour license to certify deployment at single location.
4. Running contract may be mentioned.

Signature of Bidder with seal

Annexure - F

[Letter Head of the Organization]

PERFORMANCE CERTIFICATE

1.	Name of work/ Project & Location	:
2.	Name of Client and Address with Contact details	:
3.	Agreement No./ Work Order No.	:
4.	Value of work as per work order/Award	: Rs.
5.	Total value of actual work done	: Rs.
7.	Date of start	:
8.	Date of completion	:
9.	Performance Report (Outstanding/ Very Good/Good/Satisfactory)	:

(Signature & Stamp of Competent Authority)
with Phone No./ Mob. No. & E-mail address

Dated :

(Stamp & Signature of Bidder)

Note :

1. This Annexure should be submitted separately for each work completed by the Bidder and the works indicated in **Annexure-D.**
2. The Name, Address, Contact details (Mobile, Fax, E-mail, and Landline Phones) of Client should be indicated to facilitate confirmation of work.
3. Work Order will not be considered as Similar Work.
4. Bidders are required to submit Completion Certificate / Performance Certificate issued by the Organization's Client on its letter head. Clearly indicating the Performance of the bidder during the period of contract as Poor/Satisfactory/Good/Very Good/Outstanding. Incomplete information submitted by the bidder will render the bid ineligible.
5. Submission of Performance Certificate is mandatory. The Performance Certificate issued by the client must cover all the required points specified in Annexure – F. In case any required point is not specifically mentioned in the Performance Certificate, the bidder may upload supporting documents to substantiate and certify the same.

Annexure - G

DECLARATION REGARDING BLACKLISTING AND/ OR DEBARRING FOR TAKING PART IN TENDER.

(To be executed & attested by Public Notary / Executive Magistrate on Rs.10/- non judicial Stamp paper by the Tenderer)

I / We _____ (Tenderer) hereby declare that the firm / agency namely M/s._____ is not blacklisted and/ or debarred by Union / State Government or Union/state Government Organizations from taking part in Government tenders either in their own organization or state or Union in last 03 years (as on last day of publication of this tender).

In case the above information found false, I / we are fully aware that the tender / contract will be rejected / cancelled by the University, and EMD (Earnest Money Deposit) / SD (Security Deposit) shall be forfeited.

In addition to the above, the University will not be responsible to pay the bills for any completed /partially completed work.

DEPONENT
Attested:
(Public Notary / Executive Magistrate) with Date

Name_____

Address _____

_____

Annexure - H

DECLARATION REGARDING NON PENDING CRIMINAL CASE
FOR TAKING PART IN TENDER.

(To be executed & attested by Public Notary / Executive Magistrate on Rs.10/- non judicial Stamp paper by the Tenderer)

I / We _____ (Tenderer) hereby declare that the firm / agency namely M/s._____ has no criminal case pending against Partners / Proprietor / Others as on last date of receipt of tender.

AND

I / We _____ (Tenderer) hereby further declare that the Firm / agency namely M/s._____ has not been convicted on grounds of offences involving economic offences or moral turpitude or for violation of laws in force.

In case the above information found false, I / we are fully aware that the tender/ contract will be rejected / cancelled by the University, and EMD (Earnest Money Deposit)/ SD (Security Deposit) shall be forfeited.

In addition to the above, the University will not be responsible to pay the bills for any completed /partially completed work.

DEPONENT
Attested:
(Public Notary / Executive Magistrate) with Date

Name_____

Address _____

_____

Annexure -I

(This should be mentioned on the letter head of the company)

FINANCIAL INFORMATION

1) **Financial Analysis** - Details to be furnished duly supported by figures in balance sheet / profit and loss account for the last three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

Item	2023-24	2024-25	2025-26	Average
Gross Annual turnover (in Rupees)				
Profit / Loss (in Rupees)				

Signature of Chartered Accountant with UDIN & seal **Signature of Bidder(s) with seal**

Encl:- Copy of ITR, Balance Sheet & Profit & Loss Account to be enclosed.

Annexure - J

FINANCIAL BID FOR
FACILITY MANAGEMENT SERVICES FOR PROVIDING COMPREHENSIVE SECURITY SERVICES FOR G.G.S.I.P. UNIVERSITY, EAST DELHI CAMPUS

The total price quoted by the bidders on GeM portal shall be inclusive of cost of the following components:-

Sr. No.	Particulars	Monthly Amount in Rupees	Period	Total Price Quote for 36 Months
1.	Wages of manpower as per compliances elaborated at Financial Bid Clause 5, Scope of Work (Clause 3) and Payment (Clause 6) of Tender Document at prevailing rates.*	**21,75,930.00**	x 36 Months	**7,83,33,480.00**
2.	Service Charges (in Rs.) including worker uniforms, all overhead and incidental expenses from fulfillment of the agency's obligation and agency's profit. (The amount cannot be less than 3.85% and should not exceed 7% of point no. 1). Accordingly, this amount cannot be less than Rs. 83,773/- per month and more than Rs. 1,52,315/-. Any amount outside the said range is liable to be rejected.**		X 36 Months	
3.	Charges (in Rs.) including (i) Hiring Cost of Machinery/Items as per details given at Annexure – K. Agency may quote any amount as deemed appropriate ensuring complete services. This amount cannot be less than Rs. 15,000/- per month and more than Rs. 20,000/-. Any amount outside the said range is liable to be rejected. The quoted amount in this head will not change during the tenure of contract.		x 36 Months	
4.	Total (1 + 2 + 3) – **'A'**		X 36 Months	
5.	GST 18% (on 'A') – **'B'**		X 36 Months	
6.	**Grand Total Price Quote (in Rupees) – A + B**			
	Total Price in Words (in Rupees)			

****** Rate Calculation for a period of 03 years in accordance to Point No. 1 is as under:*

S.No.	Description	Basic	EPF – 13% (12% + 1% Admn.)	ESIC (3.25% of Basic)	Paid Holiday (5.77% of Basic)	Rate per day	Number of Staff	Per Month (30 days)	Period (01 Months)	Total Price for 36 Months
01.	Security Officer	937	122	30	54	1143	01	30	34290.00	1234440.00
02.	Supervisor	862	112	28	50	1052	03	30	94680.00	3408480.00
03.	Gunman	862	112	28	50	1052	03	30	94680.00	3408480.00
04.	Security Guard	784	102	26	45	957	68	30	1952280.00	70282080.00
Total Amount									**21,75,930.00**	**7,83,33,480.00**

(i) The number of days will be as per actual per month, this is for calculation only.

(ii) EPF/ESI – Subject to the ceiling prescribed by the EPF/ESI norms applicable from time to time.

*** The Payment towards Service Charges shall be made by the University on the actual deployment (ref. Clause 7.0). Accordingly, the Service Charges quoted in the Financial Bid will be converted into*

percentage of the monthly wages and will be paid each month on the actual deployment and rates applicable.

Note:

- ***The bidder shall quote the rate of monthly wages at Sr. No. 1 based on the calculation illustrated in the table above to assist bidders and ensure fair competition, which is in accordance with the minimum wage rates notified by the Labour Department, Government of NCT of Delhi, and the applicable provisions of EPF and ESIC. Payment shall be made on the basis of the actual number of duties performed, in accordance with the prevailing minimum wage rates as notified by the Labour Department, Government of NCT of Delhi from time to time (see Clause 6.0).***
- ***The entire column and rows in Financial Bid must be filled up, failing which the bid may be rejected without assigning any reason.***
- ***If any amount quoted by the bidder in financial bid is not found justified / reasonable or below the prevailing minimum wages, statutory allowances & compliances etc. as mentioned in the tender document may lead to rejection of the bid.***
- ***As per GeM guidelines, the minimum admissible service charge for manpower supply is 3.85% and should not exceed to 7%.***
- ***The amount arrived in grand total (by including rates of S.No. 1, 2, 3, 4 and 5 of Annexure J) price will be considered for evaluation of Financial Criteria and award of work as per Annexure – N.***

(Signature of the Bidder with Seal of the firm)

Annexure - K

Hiring of Equipment / Items

The list of equipment/items to be deployed by the agency at the East Delhi Campus of G.G.S.I.P. University shall be as specified in the tender document. All items shall be of approved quality and make, and shall be maintained in fully operational condition throughout the contract period. The equipment/items identified for refund shall be taken back by the agency upon completion or termination of the contract. However, the equipment/items mentioned at Sr. No. 1 to 3 to remain at the University premises shall become the property of the University after successful completion of the contract period.

(A)

Sr. No.	Equipments / Items to be provided by the agency	To be provided by the agency (Qty.)
1.	4K Wearable Body Worn Camera with Audio Video Recording and night vision enabled for Security personnel	05
2.	All in One Desktop (Windows 11 Pro) 8 GB: 1 x 8 GB, DDR5, up to 4800 MT/s, non-ECC 256 GB SSD, TLC, web cam with functional Access Control & Gate Pass Software	02
3.	Laserjet Printers	02
4.	Door Framed Metal Detectors (DFMD)	05
5.	Handheld Metal Detectors with 3-way switch – On and should work 20 hours with rechargeable battery. Dust & water resistant	05
6.	Handheld Search Lights	05
7.	Walkie–Talkies - Battery backup upto 28 Hrs.	25
8.	Baton Light Stick	25
9.	Two Wheeler (Petrol/Electric)	01
10.	Flexible Mobile Barrier / Aluminum Expandable Barricade Gate (specification – expansion size length – 201 and 40.6 height inches)	05
11.	Contactless Breath Analyzer	04

**** All the items to be taken/removed after completion of contract by the agency.***

Note:- (i) *All the items shall be out of Box and new.*
(ii) A qualified and dedicated Security Officer shall be appointed by the agency to oversee all security operations as per Clause 3(H)(1) of the tender document.

Annexure - L

Form of Performance Security (Guarantee)
Bank Guarantee Bond

1. In consideration of the Guru Gobind Singh Indraprastha University (hereinafter called "The University")having offered to accept the terms and conditions of the proposed agreement between _____and _____(hereinafter called "The said Tenderer(s)" for the work _____(hereinafter called "the said agreement") having agreed to production of a irrevocable Bank Guarantee for Rs._____ (Rupees_____only) as a Performance Security from the Tenderer for compliance of his obligations in accordance with the terms and condition in the said agreement.

   We, (Indicate the name of the Bank) _____ (hereinafter referred as "the Bank") hereby undertake to pay to the University an amount not exceeding Rs._____ (Rupees_____only) on demand by the University.

2. We, (Indicate the name of the Bank)_____ do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the University stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Tenderer. Any such demand made on the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs._____ (Rupees_____only)

3. We, the said bank further undertake to pay the University any money so demanded not withstanding any dispute or disputes raised by the Tenderer(s)in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

   The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Tenderer (s) shall have no claim against us for making such payment.

4. We, (indicate the name of the Bank) _____further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the University under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged on behalf of the University certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Tenderer (s) and accordingly discharges this guarantee.

5. We, (indicate the name of the name)_____ further agree with the University that the University shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Tenderer (s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the University against the said Tenderer (s) and to forbear or enforce any of the term and condition relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Tenderer (s) or for any forbearance , act of omission on the part of the University or any indulgence by the University to the said Tenderer (s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Tenderer (s).
7. We, (indicate the name of the bank)---------- lastly undertake not to revoke this guarantee except with the previous consent of the University in writing.
8. This guarantee shall be valid upto ---------- unless extended on demand by the University. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs.---------- (Rupees ---------- only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

   Dated the ---------- day of ---------- for----------(indicate the name of the Bank)

Seal(s), Signatures of the
Competent / Authorized Bank Officer(s)
with their identity numbers

Annexure-M

Marking System of Evaluation of Technical Bids

Table (A)

1. Financial Strength of the bidding agency

(a) Turn Over (Max. marks – 15 Marks)

Minimum Eligibility as per initial eligibility criteria i.e. 11.00 crores (i.e 100 % of estimated cost)	60% of 15 Marks
02 (Two) times of the minimum eligibility criteria i.e. 22.00 Crores.	100 % of 15 Marks

(b) Solvency (Max. marks – 5 Marks)

Minimum Eligibility as per initial eligibility criteria i.e. 4.40 crore	60% of 05 Marks
02 (Two) of the minimum eligibility criteria i.e. 8.80 Crore	100 % of 05 Marks

(c) Profit/Loss (Max. Marks - 5 Marks)

No Loss in last five years ending 2026	05 Marks
Loss in 01 year in last five years ending 2026	04 Marks
Loss in 02 years in last five years ending 2026	03 Marks
Loss in 03 years or more in last five years ending 2026	00 Marks

2. Availability of Human Resource (Max. marks – 10 Marks)
Available Strength of Staff (Documentary proof in form of EPF/ESIC contribution and any other document in support)

Minimum Eligibility as per initial eligibility criteria i.e. 300 Security personnel	60% of 10 Marks
02 (Two) of the minimum eligibility criteria i.e. 600 Security personnel	100% of 10 Marks

3. Past Performance

(i) Experience of similar Project (Max. marks – 15 Marks)

Minimum Eligibility as per initial eligibility criteria	60% of 15 Marks
02 (Two) of the minimum eligibility criteria*	100 % of 15 Marks

** Ref. Clause 2.1 Sr. No. 9, where the value of contract should be double of the required criteria.*

ii. Experience of similar project in Universities/Educational Institutions (Max. marks – 10 Marks)

At least one work with minimum value of Rs 4.40 Crores.	60% of 10 Marks
Two or more work with minimum value of Rs 4.40 Crores or one work with value more than Rs. 8.80 Crores (02 times) and above	100 % of 10 Marks

iii. Client Satisfaction (Max. marks - 10 Marks)

Grading in 'Client satisfaction Report'	**Marks allotment**
Outstanding / Very Good	10
Good / Highly Satisfactory	08
Satisfactory / Fair	06
Unsatisfactory / Poor	00

* *Client satisfaction marks shall be considered only for the Experience/Performance Certificates of similar projects submitted for claiming maximum marks under Clauses 3(i) and 3(ii).*

Table (B)

1. Comprehensive Plan for Handling Security Services for G.G.S.I.P. University (Detailed road map is required in accordance with Scope of Work) - (Max. marks – 30 Marks)

- The bidder who secures 60% or more marks in the Technical Criteria as per Table 'A', in accordance with Clause 2.2 (A), shall only be eligible to make a Presentation before the Security Tender Committee of the University as per Clause 2.2 (B). The presentation shall be based on the Comprehensive Plan for Handling Security Services for G.G.S.I.P. University.

- The presentation shall consist of not more than 25 slides and should cover key aspects including comprehensive compliance with the Scope of Work, Standard Operating Procedures (SOPs) for routine tasks, checking and monitoring mechanisms, use of technology, and other relevant operational strategies**.**

- The technically qualified bidders listed in Table 'A' will be informed of the date and times for the presentations will be communicated in due course, through email and/or telephonic communication**.**

- The marks secured by the bidders in the evaluation of Technical Bids will be used for determining the award of work as per Annexure – N.

Annexure - N

Method for Award of Work

The bidders who are technically qualified and considered for opening of the Financial Bid will be awarded marks as per details given below in Technical Criteria (Annexure – M) and Financial Criteria (Annexure – J).

Table (C) – Matrix for Evaluation of Technical Bids

The matrix for evaluation of Technical Bids on the scale of 30 marks shall be as follows:-

S. No.	Technical Criteria as per Annexure – M	Total Marks
1.	Highest number of marks in Technical Criteria	30
2.	2nd Highest number of marks in Technical Criteria	28
3.	3rd Highest number of marks in Technical Criteria	26
4	4th Highest number of marks in Technical Criteria	24
5.	5th Highest number of marks in Technical Criteria	22
6.	6th Highest number of marks in Technical Criteria	20
7.	7th Highest number of marks in Technical Criteria	20
8.	8th Highest number of marks in Technical Criteria	20
9.	9th Highest number of marks in Technical Criteria	20
10.	10th Highest number of marks in Technical Criteria	20
11.	11th Highest onwards number of marks in Technical Criteria	And so on

Table (D) – Matrix for Evaluation of Financial Bids

The matrix for evaluation of Financial Bids on the scale of 70 marks shall be as follows:-

S. No.	Financial Criteria as per Annexure – J	Total Marks
1.	L 1 Bidder	70
2.	L 2 Bidder	65
3.	L 3 Bidder	60
4	L 4 Bidder	55
5.	L 5 Bidder	50
6.	L 6 Bidder	45
	L 7 Bidder	40
	L 8 Bidder	40
7.	L 9 onwards	And so on

- The work will be awarded on the basis of sum of total (highest) marks obtained in Technical and Financial Criteria taken together i.e. sum total of marks in Table C + Table D. The bidder securing maximum marks will be considered for award of work (consolidated marks of Table C & Table D).

- In case, marks of more than one bidder are same, then the work will be awarded to the bidder who has secured more marks in the technical criteria (ref. Clause 2.2 & Annexure – M). The decision of the Competent Authority shall be biding.

Checklist

Sr. No.	Detail of Documents	To be marked as Annexure
1.	Duly complete Tender Form (Applicant Detail)	**(Annexure - A)**
2.	Earnest Money Deposit of Rs. 24 Lakhs (Rupees Twenty Four Lakhs Only) in favour of Registrar, Guru Gobind Singh Indraprastha University, Dwarka, New Delhi-110078 in shape of FDR / Online-e-receipt.	**Original EMD to be submitted at General Administration Branch, East Campus, GGSIP University**
3.	Letter of Transmittal	**(Annexure – B)**
4.	Solvency Certificate	**(Annexure – C)**
5.	Details of Similar Works	**(Annexure – D)**
6.	Details of Security Guards	**(Annexure – E)**
7.	Performance Certificate (attested copies) issued by the clients to the tenderer	**(Annexure - F)**
8.	Declaration regarding Blacklisting and/ or Debarment for taking part in Tender	**(Annexure – G)**
9.	Declaration regarding non pending criminal case for taking part in Tender	**(Annexure – H)**
10.	The details of turnover and Profit & Loss Account for last three years duly certified by Chartered Accountant	**(Annexure – I)**
11.	Financial Bid	**(Annexure - J)**
12.	Hiring of Equipment / Items	**(Annexure - K)**
13.	Form of Performance Security (Guarantee) Bank Guarantee Form	**(Annexure - L)**
14.	Marking System of Evaluation of Technical Bids	**(Annexure - M)**
15.	Method for Award of Work	**(Annexure – N)**
16.	Proof (i.e. valid recognition certificate) of having own training centre / tie-up with any such training centre as per Delhi Private Security Agencies (Regulation) Rules, 2009. In case of tie-up, MOU with any such recognized training institute to be attached.MOU should be accompanied by confirmation letter from the aforesaid training centre on their letter head signed by authorized signatory.	**(Attach attested copy)**
17.	Proof/Details of valid License under Private Security Agencies (Regulation) Act, 2005 (29 of 2005) and Delhi Private Security Agencies (Regulation) Rules, 2009 by PSARA, 2005	**(Attach attested copy)**
18.	Integrity Pact and Integrity Agreement	**(Attach attested copy)**
19.	Valid Registration No. of Firm	**(Attach attested copy)**
20.	Valid PAN No. of Firm	**(Attach attested copy)**
21.	Valid Provident Fund Account No.	**(Attach attested copy)**
22.	Valid ESI Registration no.	**(Attach attested copy)**
23.	GST Clearance Certificate (copy of latest Quarterly Summary Return in GSTR-3B is required.	**(Attach attested copy)**
24.	Proof of having walkie talkie under license free frequency band (attach attested copy).	**(Attach attested copy)**
25.	ISO Certification of the fire /company (attach attested copy)	**(Attach attested copy)**
26.	Valid certificate issued under MSME Act for the purpose of claiming EMD exemption.	**(Attach attested copy)**
27.	Notice Inviting Tender - Terms & Conditions of Tender duly signed on each page	
28.	Page No. should be mentioned on each page.	