



HARYANA STATE WAREHOUSING CORPORATION

**BAY NO. 15 - 18, SECTOR - 2, PANCHKULA - 134112
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INVITATION TO TENDER AND INSTRUCTIONS TO BIDDERS/BIDDING AGENCIES FOR OUTSOURCING OF SECURITY SERVICES IN HSWC

Haryana State Warehousing Corporation (hereinafter called the Corporation) invites online tenders, UNDER TWO BID SYSTEM, for outsourcing Security services in HSWC for a period of Two Years from 01-04-2020 or such later date, as may be decided, which can be extendable for a period of one year at the sole discretion of the Corporation on the same rates, terms & conditions.

1. Introduction:

Haryana State Warehousing Corporation (HSWC) is a statutory body created under Act of Parliament (58 of 1962) with the twin objectives of providing scientific storage facilities and to make available credit against the goods deposited in warehouse through Warehouse Receipt HSWC is handling approx. 22.00 Lakh MT of storage capacity through a network of 111 warehouses across the State.

2. Scope of Work

The Scope of security services shall include the security and safety of all moveable/immovable assets of the Corporation in its owned (covered and open) & Hired (covered & open) campuses. The list of warehouses and physical premises under various District Offices of HSWC (subject to increase and/or decrease as per requirement) where watch & ward duties are proposed to be outsourced is available at

Annexure - II.

The Service Provider shall ensure that:

1. The safety and security services are provided round the clock on 24x7 basis.
2. The safety of stock in open and covered shall be governed in the following manner:

For covered godowns: The agency on signing of contract shall verify the stock available in the godowns and shall take over the stock by physical counting of bags. The details of stock including the type of commodity and its counting in

number shall be physically counted and recorded in the register which shall be jointly signed by Warehouse Manager/ Incharge and Security Guard/Incharge.

Thereafter, every movement in and out of the campus shall be recorded by the security guard in a well-maintained register. The security guard shall also sign the gate pass for both inward & outward movement of stock. Thus, the responsibility of total quantity of stock (physical in number) shall be of the security agency. The stock can be checked anytime by the authorized person of HSWC and if any quantity is found short, the same shall be the responsibility of security agency and the recovery shall be made from the Service Provider and if needed be the bank guarantee of the Service Provider deposited with the Corporation shall be revoked without any notice to offset the losses due to shortage of stock. In case of heavy movement, the security agency is bound to increase the number of security guard to ensure that every vehicle is off loaded and dispatched in the minimum possible time. For this purpose, the concerned District Manager shall send e-mail or verbal intimation to the security agency to increase the security guards for inward or outward movement of stocks as and when required. In case any penalty is imposed on the Corporation due to delayed movement of food grain due to shortage of security guards the same shall be recovered from the Service Provider .

For storage in open:

The security agency shall thoroughly check the premises for storage and ensure that this area can be properly guarded by a security agency as is where is basis from the angle of theft/burglary. The Corporation will not provide any kind of security ancillaries viz barbed wire fencing, CCTV Cameras etc. He shall also ensure that sufficient security guards are present all the time to ensure that the stock is taken care of from all the vagaries of weather. The security agency has to ensure that the stock is also properly guarded in case of storm, rain, hailstones etc. i.e in case of rains it is the duty of the security agency to cover the stocks in no time and in case of hailstorm/strong winds, agency has to ensure that the covers are securely fastened. Any loss due to rain, storm/hailstones by not covering the stocks shall be the responsibility of the security agency and shall be

recovered from the Service Provider and if needed be the bank guarantee of Service Provider deposited with the Corporation shall be revoked without any notice to offset the losses due to damage of stocks.

General Term & conditions: -

1. The agency shall take over charge of the premises and stocks in covered and open as is where is basis for security purpose.
2. All incoming and outgoing vehicles shall be checked and recorded in the prescribed main gate register by the security personnel deployed at the main gate. Physical contents of the vehicle shall be checked with respect to the vehicle Number and gate pass No. and shall be duly recorded in the main gate register.
3. The Service Provider shall deploy such additional personnel so as not to impede the operations of warehouse during receipts/dispatches, on a requisition from the concerned Manager/Incharge/District Manager on 24 hours notice.
4. No inward/outward movement of stocks, is allowed without proper gate pass/invoice.
5. In the event of any theft or burglary of stocks, FIR is to be lodged by the concerned Manager/Incharge of the warehouse/concerned DM with the police within 24 hours.
6. The Corporation obtains Insurance cover against the risk of theft/burglary on 10% first loss basis. Therefore, in case of any loss of HSWC due to theft/burglary, the entire amount thereof shall be recovered from the Service Provider till final settlement of claims by the Insurance Company. The Service Provider shall be liable for full compensation of the loss not covered in the Insurance, besides any unsettled claims by the Insurance Company and such amounts shall be recoverable from the Service Provider.
7. The Service Provider shall also be liable to make good the loss due to negligence of the security personnel on any account.
8. The list of warehouses: Owned (covered and open) & Hired (covered & open) alongwith their respective capacities in MTs and number of physical campuses is attached at **Annexure-II**. However, the Service Provider shall undertake due diligence of the volume of operations at specific warehouses before offering their

bids. Any new center can be added/deleted for which a written notice shall be given to the Service Provider and no consent of the Service Provider is required. It is mandatory on the part of the Service Provider to accept the offer of HSWC unconditionally.

9. Bidders/bidding agencies are required to quote in the price bid as per **Annexure-III(1-9)**. In case the rates are quoted in a manner other than mentioned above, the bid/s is/are liable to be ignored. The bidder should not incorporate any condition in the tenders as conditional tenders shall be rejected.

10. **VOLUME OF WORK:** - No definite volume of work to be performed can be guaranteed during the currency of the contract.

3. Eligibility Criteria

Sr. No.	Eligibility Criteria	Documentary proof to be uploaded	Whether proof/ Supporting documents uploaded. (YES/NO)
I)	The agency should have been providing similar services with good track record for the last three years i.e. 2016-17, 2017-18 & 2018-19 and must have a turnover of at least Rs. 2.00 Crores in each year. The agency must be in business of providing security services for last three consecutive years.	Concerned supporting documents for the years in question.	
II)	The Bidders/bidding agencies must have a positive net worth based on financial year (2018-19) for which accounts i.e. profit and loss account and balance sheet is submitted in the tender. Audited balance sheet of last three years i.e. 2016-17, 2017-18 & 2018-19 along with copy of the satisfactory performance certificate provided by the clients, shall be submitted by the bidder, in support.	Concerned supporting documents for the years in question.	
III)	Solvency Certificate from any Scheduled Bank for Rs.50.00 lakhs	The solvency certificate should be submitted in any of the	

	(each circle). The certificate should not be issued six months prior to the date of submission of tender or should have validity as on last date of submission of tender.	formats as given in Annexure-VI duly signed and stamped. The format is for the purpose of guidance. Minor deviation in wording of the solvency certificates can be accepted in case it is valid as on date of submission of the tender or is issued not more than six months before the last date of submission of tender.	
IV)	Bidders/bidding agencies should not have been blacklisted/terminated by HSWC, or any department of Haryana State or State Government or any other Public Sector Undertaking as on the last date of submission of bid.	Undertaking in this regard compulsory ink signed by the authorized signatory as per Annexure-V.	
V)	<p>Bidder should be a</p> <p>(1) Registered Company/LLP in India under Companies Act, 2013 OR</p> <p>(2) Registered Partnership Firm OR</p> <p>(3) Proprietorship OR</p> <p>(4) Public Sector Undertaking/ statutory body OR</p> <p>(5) Cooperative society OR</p> <p>(6) Others.</p> <p>(If the tenderer is a partnership firm/LLP, there shall not be any reconstitution of partnership without the prior written consent of the Corporation)</p>	<p>1) For Registered Company/PSU statutory body</p> <p>i) Copy of Certificate of Incorporation</p> <p>ii) Copy of Memorandum of Association</p> <p>iii) Copy of Articles of Association</p> <p>iv) Current list of Directors</p> <p>2) For Partnership Firm</p> <p>i) Copy of partnership deed</p> <p>ii) List of partners</p> <p>iii) Copy of registration of Partnership deed.</p> <p>3) For proprietorship</p> <p>i) Declaration of Proprietorship/Sole Proprietorship compulsory ink signed as per Annexure -VII</p> <p>4) For LLP</p> <p>i) Copy of Limited Liability Partnership Agreement</p> <p>ii) Copy of certificate of registration</p> <p>iii) Current list of Partners</p>	

		<p>5) For Cooperative society</p> <p>i) Bye-Laws (of co.operative Society)</p> <p>ii) Registered Co-op. Societies should furnish the proof of Registration with Registrar of Co-op. Societies or Taluk Co-op. Officer along with a resolution passed by the Society to participate in the tender enquiry.</p> <p>6) For others</p> <p>i) Notarized copy of certificate of Incorporation.</p>	
VI)	Income Tax Returns	Certified Copies of the ITR for preceding three financial years. In case ITR for immediately preceding financial year is yet not filed, ITR for the financial year previous to the preceding three financial years along with audited balance sheet and profit and loss a/c of the relevant year can be uploaded.	
VII)	PAN Number	Copy of PAN Card	
VIII)	GST number	Copy of valid GST Registration Certificate.	
IX)	Employee Provident Fund Number	Copy of Employee Provident Fund Number	
X)	ESI Registration number.	Copy of ESI Registration number.	
XI)	Labour license for employing manpower more than 300 numbers.	Copy of Labour license from concerned department.	
XII)	Compliance certificate of three years regarding EPF, ESI, Labour Welfare Fund & GST (for the applicable years) duly certified by a Chartered Accountant.	Copy of Compliance certificates.	
XIII)	The bidders / bidding agency should be registered with the Police Department of Haryana under the Private Security Agencies (Regulation) Act, 2005 notified in Haryana on 31.08.2009.	Copy of registration indicating the number & date of registration and registration to operate in entire state of Haryana, duly self-attested.	

4. The contract, if any, which may eventuate from this tender shall be governed by the terms and conditions of the contract as contained in the invitation/instructions to the tenderer, as given in the Appendixes of this tender.

5. Submission of Tender:

- a. The technical bids have to be uploaded only in an online mode. No hard copies of bids shall be accepted in any case. It is the responsibility of the bidding agency to upload legible documents which are properly scanned. However, in case any document is not legible, the Corporation may ask for the original copy of the document which is not legible. However, in no case, an additional document can be added after the bids are closed or by manual submission.
- b. The e-Tender fees shall be Rs.5000/- (Five Thousand) + GST and the e-service shall be Rs.1000/- (One Thousand) + GST.
- c. The bidders are required to deposit an earnest money of Rs.1.00 lakh (One Lakh) in online mode. No drafts etc. in lieu of earnest money is accepted. EMD has to be submitted only in online mode. The EMD of successful bidder shall be converted into security.
- d. The bidders whose bid is the lowest and is accepted by the Competent Authority is required to deposit a bank guarantee of Rs. 50.00 Lacs (Fifty lacs) for each circle for a period valid for three years from the date of submission of the bank guarantee. The Corporation has right to get the bank guarantee verified from the concerned bank.
- e. GST as applicable from time to time shall be levied.
- f. The financial bids of only those agencies shall be opened which qualify the technical bids.
- g. In order to ensure best services are provided by the security agency no bids quoting service charges of 3% or below 3% shall be accepted.**
- h. The decision of the competent authority i.e. Managing Director shall be final and binding. Any bid can be accepted or rejected without giving any reason.

6. Selection of lowest bidder:

In case more than one bidder quotes the same rates, then the work shall be allotted to the bidder who has the highest financial turnover in the last year. In case the

turnover is also same to the smallest decimal, then the turnover of previous year(s) shall be taken into account.

7. **Corrupt Practices:** Any bribe, commission and advantage offered or promised by or on behalf of the tenderer to any officer or servant of the Corporation shall (in addition to any criminal liability which the tenderer may incur) debar his tender from being considered. Canvassing on the part or on behalf of the tenderer will also make his tender liable to rejection.

8. **Period of Validity:**

The bid shall be valid for six months from the actual date of opening of the bids. If any bidder withdraws his bid before the said period or makes any modifications in the terms and conditions of the tenders which are not acceptable to HSWC, without prejudice to any other right or remedies, HSWC shall be at liberty to forfeit the entire said Earnest Money Deposit.

**GENERAL TERMS & CONDITIONS GOVERNING THE CONTRACT FOR
APPOINTMENT OF SECURITY AGENCY.**

1. The Bidders/bidding agencies must submit their offers for providing following watch & ward services and manpower in the HSWC's Godowns/Storage Points in all the 9 Circles, Premises & Offices etc. in Haryana as per details given below & details of locations is mentioned in Annexure - II: -

Bid	HSWC Circle	Tentative Locations
1	Ambala	23
2	Kurukshetra	9
3	Kaithal	18
4	Sirsa	18
5	Fatehabad	30
6	Panipat	17
7	Rohtak	25
8	Rewari	20
9	Palwal	18
		178

Note: - No. of centres/locations can be increased/decreased as per requirement.

2. The Service Provider shall obtain the license at his own as and when required, under the existing law/act or any future enhancement by the State Govt., Union Govt., for performance or work under the contract and also ensure that the license and other statutory requirements for this purpose are kept valid during the currency of this contract. The Service Provider shall be bound by the provisions of all the labour laws and are applicable to him and fulfill the obligation arising there under from time to time. Breach of act in this regard shall be liable for penalty, which shall be decided by the corporation at its sole discretion.
3. It will be the responsibility of the Out Sourcing Agency/Security Agency to follow/comply with all legal provisions under relevant labour laws and enactments. Out Sourcing Agency/ Security Agency shall also be responsible for compliance of all legal provisions connected with employment of Security Guards.
4. The Out Sourcing Agency/ Security Agency will make payments to its employees in their Bank Account through ESCROW account only.

5. The Security Guards/Manpower to be deployed should be physically and mentally fit and should be of sound health.
6. Persons to be deployed as Security Guards/Agents for covering/de-covering should be minimum 10+2 in any stream experienced, smart, well disciplined, intelligent and hard worker personnel preferable in the age group of 18-45 years with good health and sound mind, who can read/write both Hindi and English languages. The Service Provider is bound to provide copies of credentials of qualifications of each security guards to the concerned Manager/Incharge/District Manager consequent upon his taking charges at any center(s). The Outsourcing Agency/Security Agency shall impart proper training to the security guards by issuing training certificate before deploying them to provide services in HSWC.
7. Ex-serviceman shall be deployed as per State Govt., Union Govt. instructions issued from time to time.
8. The Security Guards/Manpower to be deployed should mark their attendance on biometric machine/device.
9. Agency shall pay wages as per Labour Commissioner Rates to the Security Guards/Manpower/ persons deployed by it during the period of Contract. The responsibility for any penal action arising out of violation of the Statutory Provisions shall solely lie with Out Sourcing Agency/Security Agency and HSWC shall not be responsible for any penalty/legal liability in this respect. The Out Sourcing Agency/Security Agency will be paid service charges as per rates finalized against this Tender.
10. The Security Guards/ Manpower provided by the Agency shall be paid Labour Commissioner Rates, Provident Fund & ESI services or any other charges/services as applicable under the Law. The Outsourcing Agency/Security Agency shall deploy its employees in such a way that they get weekly rest as required under various Labour and other relevant Laws.
11. The Outsourcing Agency/Security Agency shall ensure that there is no shortage of manpower at anytime during the contract in force and Guards do not have to work over time.
12. The Outsourcing Agency/Security Agency shall provide uniform to each Security Guard

consisting of two trousers, two shirts, cap or turban (as the case may be) one woolen jersey (in winter) a pair of shoes, line yard with whistle, beret belt, badge and name plate. Agency shall also keep rain coats, woolen over coats for use by the Security Guards for patrolling duty during rains/winter season. It is the responsibility of the Security Agency to provide the uniform to its Out Sourcing Agency/Security Agency. All safety rules and regulations will be observed by the persons engaged under this contract. The wearing of uniforms while on duty in the HSWC shall be compulsory. The Out Sourcing Agency/Security Agency shall provide whistle, lathi and torch to the security guards. If any person, while on duty, is found without uniform, penalty shall be charged @ 500/- rate per day for each lapse and the amount of penalty will be recovered from the service charges of the Outsourcing Agency/Security Agency. In case (s) of repeated default HSWC may terminate the services of the Agency, as deemed fit in its sole discretion.

13. The Security Guards/Manpower to be provided by the Outsourcing Agency/Security Agency will be screened before their deployment by the District Manager of the concerned office of HSWC in association with the Out Sourcing Agency/Security Agency concerned. Security Agency must get the police verification of each and every Security Guard/person done before their deployment in HSWC. The Out Sourcing Agency/Security Agency shall not engage any security guard/personnel without verifying their character and other antecedents. The security guards/personnel convicted by the Court or un-trained to perform the job, shall not be engaged. If any Out Sourcing Agency/Security Agency is found defaulter and any loss is caused to HSWC recovery of the same shall be effected from the defaulting Out Sourcing Agency/Security Agency.
14. The Security guards/personnels so deputed shall wear the Identity Card issued to them by the concerned Outsourcing Agency/Security Agency. Name of the person so deputed shall also be displayed on the chest of the person during hours of duty. It is emphasized that no person shall be deputed by the agency without proper Identity Card and the name tag.

15. The Outsourcing Agency/Security Agency is required to provide security guards/manpower as per norms: -

For Covered Godowns (Owned & Hired) + open storage inside warehouse premises: -

Capacity (In MTs)	Security Guard Per Complex
Upto 15000	3
15001-30000	3 + 1 Night
30001& above	3 + 2 Night

For Open Hired Storage: -

Capacity (In MTs)	Security guard required Per Complex
0-5000	3
5001- 15000	3 + 1 Night
15001-50000	3 + 2 Night
50001-above	3 + 3 Night

16. The DMs/Managers/Incharges are not authorized to hire any manpower in excess to the norms mentioned above. In case additional manpower is required, prior approval of the Competent Authority be obtained.

17. The Outsourcing Agency/Security Agency shall obtain required license under the Contract Labour (Regulation and Abolition) Act, 1970 and submit a self attested copy of the same to HSWC

18. The Outsourcing Agency/Security Agency shall submit the proof of deposit of EPF in the account of each security guard/manpower deputed every month, failing which District Manager/In-Charge of HSWC shall be authorized to withhold the service charges and HSWC may proceed to cancel the service contract of the Outsourcing Agency/Security Agency. GST shall be deposited by the Outsourcing Agency/Security Agency in time regularly as applicable under the law.

19. The Outsourcing Agency/Security Agency shall submit bills signed/verified by Warehouse Manager and completed in all respect with necessary documents on a monthly basis for the services rendered to enable HSWC to verify and process the same. Payment will become due and payable by the Corporation within 7 working days of submission of invoice by the Service Provider to the concerned District Manager. Payment of the bill so submitted will be released by HSWC after submission of copy of

challan of EPF/ESI/GST Proof of previous month immediately.

20. The contract of Outsourcing Agency/Security Agency will be for a period of two years, which may be extended further for a period of one year at the sole discretion of HSWC on the same rates, terms and conditions subject to satisfactory performance of the services and statutory compliance of all the terms and conditions. The performance of the Out Sourcing Agency/Security Agencies will be reviewed after every 6 months and if the performance of Out Sourcing Agency/Security Agency is found unsatisfactory, the contract of that Out Sourcing Agency/Security Agency will not be extended further. If during the period of 6 months, the performance of the Out Sourcing Agency/Security Agency is found/reported unsatisfactory, the contract of that agency is be liable to be terminated.
21. A Service Agreement will also be executed with successful Out Sourcing Agency/Security Agency on a non-judicial stamp paper of Rs 100/- value at his cost within 15 days of the acceptance of the tender as per proforma given at **Annexure-I**. The notice inviting tender, all the schedules, appendices and annexures to the tender documents and terms and conditions enumerated therein are to be read and construed as a part of this tender and shall be binding on the tenderer.
22. That the Out Sourcing Agency/Security Agency will maintain two separate certified registers for inward and outward movement of the goods giving details as per specified columns of the registers. No stocks of food grains and stock articles will either removed out or entered into the premises of the storage points without proper gate pass, cart slip duly signed by the Store Keeper/Incharge of the storage point. Another register shall be maintained for entering the names of the persons, date, time and reasons for opening and closing of the godowns within the premises of the storage point. The register shall be signed jointly by the security agency and HSWC officials authorized for the purpose. The list of such authorized officials will be provided by the concerned Head of the office.
23. The Outsourcing Agency/Security Agency shall keep the property of HSWC indemnified through a Fidelity Bond of Rs. 5000/- (Rs. Five thousand only) within 15 days (inclusive holidays) from date of engagement, issued by a nationalized General Insurance Company against any loss by way of theft, fire, riots, mishandling, act of

omission, commission, negligence or otherwise and the claims whatsoever by persons deployed by the Out Sourcing Agency/Security Agency for the execution of the agreement. In case any employee of the Out Sourcing Agency/Security Agency so deployed enters into dispute/litigation of any nature whatsoever, it shall be the sole responsibility of the Out Sourcing Agency/Security Agency to contest/defend the same case, the entire cost on this account shall be borne by the Out Sourcing Agency/Security Agency himself and it shall ensure that no financial or other legal liability of any nature comes on HSWC in this respect.

24. The tender shall be remaining valid and open for acceptance for a period of 180 days from the last date of submission of tender.
25. The Tender of any Out Sourcing Agency/Security Agency, who has not complied with one or more of the condition prescribed in the Terms & Conditions/minimum of technical parameter, will be summarily rejected.
26. Wages of the Security Guard/manpower will be paid on the basis of their presence duly certified by the concerned Manager.
27. Conditional tenders will also be summarily rejected.
- 28. The tenderer must quote Service charges in percentage upto two decimal places in Price Bid.**

The rates shall be quoted in the Price bid template at Annexure-IV and it should include all liabilities on security personnel towards *salary, overtime*, insurance, bonus, medical facilities, provident fund, ESI scheme etc. as per the statutory obligations applicable from time to time. The Service Charges shall also include cost of two trousers, two shirts, cap or turban (as the case may be) one woolen jersey (in winter) a pair of shoes, line yard with whistle, beret belt, badge and name plate. Agency shall also keep rain coats, woolen over coats for use by the Security Guards.

The service Charges at 3% (Three percent) or below will not be accepted.

29. The contract rates shall include any incidental and contingent work although not specifically mentioned in the contract but is necessary for its completion in an efficient manner.
30. All the persons engaged by the Service Provider shall be on his pay roll and be paid by him and the Corporation will have no liability, whatsoever in this regard. The

Service Provider shall make full and regular payment of wages and all allowances etc. to the persons engaged by him as required under any law or the time being in force.

31. The Service Provider shall abide by all applicable local, State or central laws in force.
32. The Service Provider shall not sublet or share any part of the contract or under any circumstances directly or indirectly to any person(s), agency(s), firm(s) Corporation(s) whatsoever.
33. It will be the responsibility of the Out Sourcing Agency/Security Agency to follow/comply with all legal provisions under relevant labour laws and enactments. Out Sourcing Agency/Security Agency shall also be responsible for compliances of all legal provisions connected with employment of Security Guards.
34. The Security Agency shall submit the proof of deposit of EPF in the account of each security guard deputed every month, failing which District Manager shall be authorized to withhold the service charges and HSWC may proceed to cancel the service contract of the security agency. GST shall be deposited by the Security agency in time regularly as applicable under the law.
35. The Agency shall pay Labour Commissioner Rates as applicable from time to time, to the Security Guards/persons deployed by it during the period of Contract. The Agency is bound to pay the minimum wages under Labour Commissioner Rate for semi-skilled worker are fixed/revised by the concerned Govt. Authority from time to time. The responsibility for any penal action arising out of violation of the Statutory Provisions shall solely lie with Security Agency and HSWC shall not be responsible for any penalty/legal liability in this respect. The Security Agency will be paid service charges as per rates finalized against this Tender. The Security Guards provided by the Agency shall be paid minimum wages, Provident Fund & ESI services or any other charges/services as applicable under the Law. The Security Agency shall deploy its employees in such a way that they get weekly rest as required under various Labour and other relevant Laws.
36. The Security Agency is required to provide manpower as per requirement/indicative norms of HSWC and accordingly a comprehensive plan of operation/deployment of Security personnel in each district shall be submitted by the Security Agency to the concerned District Manager in advance.

37. The Service Provider employing more than 20 (twenty) workmen on any day of the preceding 12 months of the contract, as contract labour, shall be required to obtain requisite license at his cost from the appropriate licensing officer before undertaking the contract work.
38. The Service Provider shall be liable for non-compliance of the provisions of any act, laws, rules directly to indemnify the corporation against all action suits, proceedings, claims, losses, damages etc. which may arise under the Employees Provident Fund Act, Family Pension and Deposit Linked Insurance Scheme & Establishment Act or any other Act or status not herein specifically mentioned but having direct or indirect application for the persons engaged under his contract.
39. The Corporation in its sole judgment may terminate this contract by giving a month notice without assigning any reason thereof and the Service Provider and his security personnel shall vacate the area of operation for this purpose on the expiry of such period in the event of such termination of the contract. The refund of security deposit and release of bank guarantee would be subject to deduction of any dues, penalties, other recoveries etc.
40. The Service Provider shall indemnify the Corporation from all or any legal implication or consequence that may arise out of the labour laws/rules. Decision of the Corporation in this regard shall be final and binding.
41. Nothing under this contract shall confer any right or lien on the personnel supplied by the Security Service Provider to claim any direct employment under the Corporation or to be treated at any time as an employee of Corporation. All administrative and financial responsibilities/liabilities including those arising out of any Acts/rules framed/to be framed by Haryana/State Govt. or any other administrative notification of competent authority shall be borne by the Service Provider .
42. Income tax and any other statutory deductions as applicable from time to time shall be deducted from Service Provider's monthly bill/bills, necessary income tax deduction certificate shall be issued to the Service Provider.
43. For non-fulfillment of any obligation under the contract, the corporation reserves the right to withhold the payment due to the Service Provider in part or full till such period as corporation may consider necessary for smooth working and make such payment to

the Service Provider only after fulfillment of the obligation.

44. The Service Provider, being the Principal Employer, shall be directly or exclusively responsible for any liability arising due to any difference or dispute between him and his personnel engaged. The Service Provider shall be responsible for settlement of any claim/dues in case of any of the Service Provider 's employees sustaining injury or death or disability; whether partial or 100% and/or temporary or permanent during his duty hours and/or coming from and/or going to the place of his duty or damages to any of the persons employed by the Service Provider or his property within the premises of the Corporation. The Service Provider shall maintain first aid facilities for his employees.
45. The Service Provider shall not be provided any residential accommodation at the work place(s) and transportation to work place. The Corporation shall have no other liability whatsoever, except as expressly provided under the contract.
46. It should be understood and agreed that there is no employer-employee, master-servant or principal-agent relationship between the corporation and the Service Provider and or the Service Provider 's employees in any manner whatsoever and that the Service Provider has to render services to the corporation as an independent Service Provider .
47. Any failure on the part of the Service Provider any time to ensure the strict observance of the performance of any of the terms & conditions of this contract or non exercise of any right mentioned in the contract shall not constitute a waiver of such terms & conditions or right and shall not deprive the Corporation to exercise the same any later date.
48. All dispute & Differences arising out of or in any way touching or concerning this contract whatsoever shall be referred to the sole arbitration or the person appointed by the Managing Director, Haryana State Warehousing Corporation. There will be no objection to such appointment. The award of such arbitrator shall be final and binding on the parties to the agreement. The jurisdiction of civil court shall be at Panchkula.
49. HSWC reserves the right to accept or reject any or call tenders without assigning any reason/notice whatsoever and is not bound to accept the lowest tender. HSWC also reserves the right to scrap the tender enquiry at any stage without assigning any reason

and HSWC will not be liable for any costs and consequences incurred by the intending Bidders/bidding agencies.

Documents required for Technical Bid:

Checklist: **The** tender form must be accompanied by the following documents, failing which the tender shall be rejected.

- i) Work Experience Certificate as per clause 3 (I) of the Eligibility Criteria.
- ii) Audited Balance sheet as per clause 3 (II) of the Eligibility Criteria.
- iii) Solvency Certificate from any Scheduled Bank for Rs.50.00 lakh (each circle) as per clause 3 (III) of the Eligibility Criteria.
- iv) Undertaking regarding non-Blacklisted as per clause 3 (IV) of the Eligibility Criteria.
- v) Documents regarding status of the Agency/Firm/Company as per clause 3 (V) of the Eligibility Criteria.
- vi) Certified copies of Income Tax Returns for preceding last three years as per clause 3 (VI) of the Eligibility Criteria.
- vii) Copy of PAN Card as per clause 3 (VII) of the Eligibility Criteria.
- viii) Copy of valid GST Registration as per clause 3 (VIII) of the Eligibility Criteria.
- ix) Copy of Valid Provident Fund Registration Number as per clause 3 (IX) of the Eligibility Criteria.
- x) Copy of valid ESI registration number as per clause 3 (X) of the Eligibility Criteria.
- xi) Copy of Labour License from concerned Department as per clause 3 (XI) of the Eligibility Criteria.
- xii) Copy of compliance certificates as per clause 3 (XII) of the Eligibility Criteria.
- xiii) Copy of registration indicating the number & date of registration and registration to operate in entire State of Haryana, duly self attested as per clause 3 (XIII) of the Eligibility Criteria.

Annexure-I

SERVICE AGREEMENT

This agreement is made on this _____ between THE HARYANA STATE WAREHOUSING CORPORATION established under Warehousing Corporations Act, 1962 having its Corporate office at Bay Nos. 15-18, Sector-2, Panchkula-134112 through its District Manager (hereinafter referred to as the "Corporation" which expression shall unless by or repugnant to the context, be deemed to include its successors in office and assignees) of the first part.

AND

M/s _____, a sole proprietorship firm and having its place of business at _____, sole proprietor (hereinafter referred to as "Service Provider " which expression shall unless repugnant to the context of meaning thereof, by deemed to mean and include its/his/her/their respective heirs, executors, administrators or successors, the survivor(s) of them and the executors, administrators and successors of the surviving partners, as the case may be) of the second part.

NOW, THEREFORE, THIS AGREEMENT WITNESSED AND IT IS AGREED BY AND BETWEEN THE PARTIES AS UNDER

- a) Whereas the Service Provider has agreed to take over the Security of all the _____ Warehouses (Owned & Hired) /Open Campuses (Owned & Hired) containing _____ physical locations, subject to increase and/or decrease as per requirement.
- b) The Service Provider undertakes to operate and provide services to the Corporation as per its requirements and as elaborated in the Tender Document containing Scope of work and General terms and conditions annexed herewith this agreement duly signed by the Service Provider in token of having accepted all the terms & conditions thereof.
- c) The Period of Two Years from the date of joining or such later date, as may be decided, which can be extendable for a period of one year at the sole discretion of the Corporation on same rates, terms & conditions.
- d) This agreement shall be deemed to have been made/executed at _____ for all purposes. In the event of any dispute related to the interpretation or rights or liabilities arising out of this agreement, the same shall, at first instance, be amicably settled between the parties.
- e) In case of any dispute, the matter shall be referred for sole arbitration to the Managing Director, HSWC or his representative whose decision shall be final and binding on both the parties to the agreement. The jurisdiction of Civil Court shall be at Panchkula.

IN WITNESS WHEREOF THE CORPORATION AND THE SERVICE PROVIDER ABOVE SAID HAVE HEREUNTO SUBSCRIBER THEIR HANDS ON THE DAY MONTH AND YEAR FIRST MENTIONED ABOVE IN THE PRESENCE OF THE FOLLOWING WITNESSES.

SIGNED, SEALED AND DELIVERED

Signature (Service Provider) with stamp: -

Signature (HSWC) with stamp: -

Name & Designation: -

Name & Designation :-

Witnesses:

Signature:-

Name:-

Designation:-

Signature:-

Name:-

Designation:-

Annexure-II**List of District office/ Warehouses/premises / along with address and capacity as on 31-12-2019.****(Figures of Capacity and number of complex is tentative and may change)**

S.No. (District Offices)	Circle Name	S.No. (Ware house)	Name of warehouse/ District Office	Capacity (in MT)	Number of physical complex/s (Covered)	Number of physical storage point (Open)	Address
1.	Ambala		District Office Ambala.				
		1.	Jagadhri	29000(C) + 19000(O) = 48000	02	04	Pvt. Hired Godown, Jagadhri (C) Pvt. Hired Godown, Jagadhri (C) Guru Nanak Rice Mill (O) Manakpur Inst. Area Road. (O) Bilaspur Anaj Mandi (O/2 Stg. Pt.)
		2.	Naneola	7697(C) + 3308(O) = 11005	02	01	SWH, Naneola (C) HSAMB godown (C) Naneola Anaj Mandi (O)
		3.	Ambala City	16000(C) + 5400(O) = 21400	01	01	SWH, Ambala City (C) Manakpur plinth (O)
		4.	Saha	6700	01	00	SWH, Saha (C)
		5.	Radour	29570	03	00	SWH, Radour (C) Pvt. Hired Godown (C) HSAMB Godown (C)
		6.	Mullana	9180	01	00	SWH, Mullana (C)
		7.	Shahzadpur	10164	01	00	SWH, Shahzadpur (C)
		8.	Sadhaura	5000 (C) + 60(O) = 5060	01	01	SWH, Sadhaura (C) (O)
		9.	Nasirpur	18326	01	00	SWH, Nasirpur (C)
		10.	Yamuna Nagar	21700(C) + 3371(O) = 25071	02	01	SWH, Yamuna Nagar (C) Pvt. Hired Godown (C) Jagadhri Anaj Mandi (O)
			Total		16	7	

2.	Kuruks hetra		District Office Kurukshehra				
		11.	Kurukshehra-I	16020	01	00	Amin Road, Kurukshehra.
		12.	Kurukshehra-II	14600	01	00	New Grain Market, Salarpur Road, Kurukshehra.
		13.	Ismailabad	14030	01	00	Pehowa-Ambala main Road, Ismailabad.
		14.	Pehowa	16504	02	00	Near Anaj Mandi, Pehowa. Gurudwara Road , Pehowa
		15.	Shahabad	13000	01	00	Barara Road, Shahabad
		16.	Pipli	32915	01	00	Kurukshehra –Ladwa Road, GT-Road, Pipli.
		17.	G.Garhu	4000	01	00	State Warehouse G. Garhu
		18.	Ladwa	20180	01	00	State Warehouse Ladwa
					09	00	
3.	Kaithal		District Office Kaithal				
		19.	Kaithal-I	14500	02	0 0	HSAMB Godowns, behind ITI, Kaithal Near Anaj mandi, Kaithal.
		20.	Kaithal-II	15180	01	0	Kutubpur Road , Kaithal
		21.	Kaithal-III	64800(C) + 4840(O) = 69640	03	00	Siwan Road, Kaithal (C) Warehouse campus (O)
		22.	Kalayath	5300 (C) + 1621 (O) = 6921	01	00	Near Anaj Mandi, Kalayat Warehouse campus (O)
		23.	Pundri	10000(C) + 4400(O) = 14400	01	00	Kaithal Road ,Pundri Warehouse campus (O)
		24.	Rajaund	8932(C) +	01	01	SWH, Rajaund (C)

				1950(O) = 10882			HSAMB phars (O)
		25.	Jakholi	17286(C) + 7090(O) = 24376	01	01	SWH, Jakholi (C)
							HSAMB phars (O)
		26.	Siwan	14590(C) + 3300(O) = 17890	01	00	SWH, Siwan
							Warehouse campus (O)
		27.	Cheeka-I	19380	01	00	SWH, Cheeka-I
		28.	Cheeka-II	48896	01	00	SWH, Cheeka-II
		29.	Pai	17907(C) + 2304(O) = 20211	01	00	State Warehouse Pai
							Warehouse campus (O)
		30.	Santokh Majra	15092	01	00	SWH, Santokh Majra
		31.	Kaul	5670	01	00	Near PHC, Dhand Road, Kaul.
				Total	16	2	
4.	Panipat		District Office Panipat				
		32.	Panipat-I	8000	01	00	Industrial Area, Panipat
		33.	Panipat-II	12500	01	00	New Grain Market, Panipat.
		34.	Gharaunda-I	11820	01	00	Near Liberty Complex, GT Road, Gharaunda
		35.	Gharaunda-II	22040	01	00	New Anaj Mandi, Gharaunda.
		36.	Barsat	3540	01	00	State Warehouse Barsat
		37.	Tarori	7680	01	00	SWH, Tarori
		38.	Bapoli	24433	01	00	SWH, Bapoli
		39.	Jundla	12000	01	00	SWH, Jundla
		40.	Pungthala	19550	01	00	SWH, Pungthala
		41.	Madlauda	8000	01	00	SWH, Madlauda
		42.	Nigdhu	23760	01	00	SWH, Nigdhu
		43.	Israna	17772	01	00	SWH, Israna
		44.	Gohana	12100	01	00	SWH, Gohana
		45.	Salwan	5977	01	00	SWH, Salwan
		46.	Gheer	9830	01	00	SWH, Gheer
		47.	Samalkha	7000	01	00	SWH, Samalkha
		48.	Nissing	13840	01	00	Sambhli Road, Nissing
					17	0	
5.	Fatehabad		District Office Fatehabad				
		49.	Jakhal	30902(C)	02	01	Balra Road, Jakhal (C)

			+ 12814(O) = 43716			Balra Road, Near Police Station, Jakhal (C) (O)	
		50.	Fatehabad	30000	01	00	Bhattu Road, Fatehabad (O)
		51.	Uklana	29580(C) + 774 = 60354	02	01	Bherian Road , Uklana. (C) New Anaj mandi, Uklana (newly created campus) (C) (O)
		52.	Barwala	68150	02	00	Near New Grain Market, Barwala. Opp. FCI godowns, Barwala
		53.	Hansi	70051	02	00	Hansi Spinning Mill Complex, Hansi. Jind Road, Hansi.
		54.	Bhuna	14785	02	00	Behind Anaj Mandi, Tohana Road, Bhuna.
		55.	Bawani Khera	24200(C) + 2700(O) = 26900	02	01	Bhiwani Road Opp. BDPO Office (new campus)
		56.	Tohana-II	45000	02	00	Munak Road back side of Railway Station, Tohana
		57.	Rattia	7000	01	00	SWH, Rattia
		58.	Kohlawas	35770(C) + 12000(O) = 47770	03	01	SWH, Kohlawas
		59.	Tohana-I	17944© + 1200(O) = 19144	02	01	Near Anaj Mandi Tohana Anaj Mandi Road, Tohana
		60.	Dharsul	19000	01	00	Near Anaj Mandi, Dharsul
		61.	Bhattu	5000	01	00	
		62.	Bhiwani	7400	02	00	
					25	5	

6.	Sirsa	District Office Sirsa							
		63.	Sirsa-I	38000(C) + 6010(O) = 44010	02	01	Near Old Housing oard Colony. (C) Near Suraj Theatre, Sirsa (C) (O)		
		64.	Dabwali	7000(C) + 3356(C) = 10356	01	01	Near Anaj Mandi, Dabwali. (C) (O)		
		65.	Jeewan Nagar	15000	02	00	Rania Road, Jeewan Nagar		
		66.	Ellenabad	28948(C) + 5059(O) = 34007	02	00	Near Railway Station, Opp. FSD godowns (Old HSWC godowns) Warehouse campus (O)		
		67.	Rania	21800(C) + 1200(O) = 23000	02	00	SWH, Rania Warehouse campus (O)		
		68.	Kalanwali	5000(C) +1700(O) = 6700	01	00	SWH, Kalanwali Warehouse campus (O)		
		69.	Rori	4130	01	00	SWH, Rori		
		70.	Baraguda	14474	02	00	SWH, Baraguda		
		71.	Bani	7500(C) + 16000(O) = 23500	01	01	SWH, Bani (C) (O)		
		72.	Chautala	21660	01	00	Sangaria Road Near New Anaj Mandi (newly created campus), Chautala.		
					15	3			
		7.	Rohtak	District Office Rohtak					
				73.	Rohtak-I	8000	01	00	Sugar Mill Road, Rohtak.
74.	Rohtak-II			7500	01	00	New Anaj Mandi, Rohtak.		
75.	Saffidon-I			21090(C) + 19000(O) = 40090	01	01	Hatt Road, Saffidon. Ratta Khera Complex, Saffidon.		

		76.	Saffidon-II	31600	01	00		
		77.	Jullana	51216(C) + 7256(O) = 58472	01	01	Near Telephone Exchange, Jind-Jullana Road, Jullana.	
		78.	Nayabans	17864	01	01	SWH, Nayabans	
		79.	Gugaheri	14322 (C) + 582(O) =14904	01	00	SWH, Gugaheri Warehouse campus (O)	
		80.	Jind	7310(C) + 15389(O) = 22699	02	02	SWH, Jind	
		81.	Uchana	21454(C) + 24428(O) = 45882	01	01	Jind Road, Uchana.	
		82.	Meham	9000(C) + 2200(C) =11200	01	00	Rohtak Road, Meham Warehouse campus (O)	
		83.	Dhamtan Sahib	26670	02	00	Anaj Mandi, Dhamtan Sahib M/s. Sudesh Devi(Hired)	
		84.	Dhanauri	5010(C) + 130(O) = 5140	01	01	State Warehouse Dhanauri (C) (O)	
		85.	Nagura	18700 (C) + 28200(O) = 46900	01	01	SWH, Nagura (C) (O)	
		86.	Lakhan Majra	7540 (C) +1200 (O) = 8740	01	00	Gohana Road, Lakhan Majra Warehouse campus (O)	
		87.	Alewa	4880 (C) + 1000(O) = 5880	01	00	SWH, Alewa. Warehouse campus (O)	
					17	8		
8.	Rewari		District Office Rewari					
		88.	Rewari-I	11223	02	00	Near Anaj Mandi, Bharawas Road, Rewari.	
		89.	Rewari-II	40596	02	00	Near Mini Secretariat, Rewari	
		90.	N/Chaudhary	9500	02	00	SWH, N/Chaudhary (C) (C)	

		91.	Ateli	11520	02	00	SWH, Ateli (C) (C)
		92.	Narnaul	10000(C) + 2500(O) = 12500	02	01	SWH, Narnaul (C) (C) Warehouse campus (O)
		93.	M/Garh	8000(C) + 2700(O) = 10700	02	00	SWH, M/Garh (C) (C) Warehouse campus (O)
		94.	Rampura	25158	02	00	SWH, Rampura(C) (C)
		95.	Kanina	9345	02	00	SWH, Kanina(C) (C)
		96.	Jhajjar	20300(C) + 520(O) = 20820	02	00	Near Mini Secretariat, Jhajjar. (C) (C) Warehouse campus (O)
		97.	Bahadurgarh	10000	01	00	SWH Bahadurgarh
					19	1	
9.	Palwal	District Office Palwal					
		98.	Palwal-I	21200	02	00	Vill. Devli (Bhagola), Palwal Near Anaj Mandi, Palwal.
		99.	Palwal- III (Rattipur)	27392	01	00	Village Rattipur, Hathin Road, Palwal.
		100.	Hodal-I	24674	02	00	Near Sabji Mandi ,Hodal.
		101.	Kheri Kalan	10865	01	00	Village Kheri Kalan, Near BPTP colony.
		102.	Tauru	15216(C) +1695(O) = 16911	01	01	Rewari Road, Tauru. (C) (O)
		103.	Nuh	8940	01	01	Nuh-Tauru Road, Nuh.
		104.	Ferozpur Zhirka	9850 (C) + 1000 (O) = 10850	01	00	Gurgaon-Alwar Road, F.P.Zhirka. Warehouse campus (O)
		105.	Pataudi	8000	01	00	Near Anaj Mandi, Pataudi
		106.	Sewli	16632	01	00	SWH, Sewli
		107.	Sewari	20790	01	00	SWH, Sewari
		108.	Badauli	9854	01	00	SWH, Badauli
		109.	Hathin	10310	01	00	SWH, Hathin
		110.	Pinangwan	3000	01	00	SWH, Pinangwan
		111.	Farukh Nagar	6000	01	00	Anaj Mandi, Farukh

							Nagar
					16	2	

Note :- Total no. of warehouses = 111

Total no. of District Offices (under HSWC circle) = 09

Total premises 120

Number of centers/locations can increase or decrease as per requirement.

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR AMBALA CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) _____ Percent	Rates (in figures) _____ %
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near future.

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR KURUKSHETRA CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) Percent	Rates (in figures) %
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near future.

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR KAITHAL CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) _____ Percent	Rates (in figures) _____ %
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near future.

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR SIRSA CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) Percent	Rates (in figures) %
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near future.

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR FATEHABADCIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) _____Percent	Rates (in figures) _____%
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near future.

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR PANIPAT CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) _____ Percent	Rates (in figures) _____ %
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR ROHTAK CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) _____ Percent	Rates (in figures) _____ %
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near.

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR REWARI CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates (In words) _____ Percent	Rates (in figures) _____ %
7.	Tenderer who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner rates for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. The rates quoted are per shift of eight hours per person per month. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near.

Signature of the party

Haryana State Warehousing Corporation
PRICE BID TEMPLATE FOR SECURITY SERVICES
FOR PALWAL CIRCLE

Sr. No.	Descriptions	Rate
1.	Basic Wages	Labour Commissioner Rates
2.	Relieving wages	-do-
3.	EPF	As applicable
4.	ESI	As applicable
5.	GST	As applicable
6.	Service Charges Rates(In words) Percent	Rates (in figures) %
7.	Tenderers who will quote service charges of 3% or less than 3% will be rejected.	
8.	The tenderer must quote service charges in percentage upto 2 decimal places only.	
9.	Minimum Labour Commissioner for semi skilled manpower as applicable for outsourcing per person as revised from time to time plus service charges shall be paid monthly.	

1. I/We agree to provide uniformed and trained personnel and endeavor to provide security to the HSWC for providing safety, monitoring and surveillance. Rates quoted include our all statutory obligations under the minimum wages act, contract labour (R&A) Act, weekly-off replacement charges, cost of uniform of personnel deployed by the security agency etc.
2. The Tenderer should quote the rate of service charges both in figures and words.
3. I/We undertake to abide the terms and conditions as laid down in the tender document and the service agreement in case the work order is allotted to me/us in near

Signature of the party

WORK EXPERIENCE CERTIFICATE

(on client letter head)

It is certified that M/s. _____
had provided/ been providing watch & ward/security services to _____ and
this premises located at _____
vide contract/Agreement/MOU bearing No. _____ dated for the
period from _____ (date) to _____ (date) and the performance of the firm was
satisfactory during the period of contract.

The Financial component of the watch and ward/security contract for the subject
services was Rs. _____ (in words) Rs. _____ During the
contract/Year.

Signature of the organization or
its authorized signatory _____

Name: _____

Designation: _____

Date and seal: _____

(Compulsory ink signed)
CERTIFICATE OF GOOD RECORD

HARYANA STATE WAREHOUSING CORPORATION

1. Whether your firm or any of its partner/company had been blacklisted by HSWC, or any department of Central or State Government or any other Public Sector Undertaking as on last date of submission of bid?	Yes/No
2. Whether your or any of the partner of the partnership firm's contract was terminated before expiry in last three years of Contract period or EMD forfeited by HSWC, during the last three years as on the last date of submission of bid?	Yes/No

Note – Strike off whichever is not applicable otherwise tenderer shall be ineligible.

Remarks

4. I/We hereby solemnly declare that the Proprietor/ Partner / Director of this Firm/ Company mentioned at Sl. Nos. is/are common/not common (Strike off whichever is not applicable) with any other Firm/Company who has applied for pre-qualification against same advertisement. In case of common Proprietor/Partner/Director in other firm who has also applied for prequalification against same advertisement, please mention the name of the Firm/ Firms.
5. Declaration about relationship with Employee of HSWC I/We hereby solemnly declare that the Proprietor/one or more Partners/Directors of this firm/ company has relationship/has no relationship (Strike off whichever is not applicable) with the employee of HSWC (name and designation, place of posting of employee to be mentioned).

DISQUALIFICATION CONDITIONS

- a) **Bidders/bidding agencies who have been blacklisted or otherwise debarred by HSWC or any department of Central or State Government or any other Public Sector Undertaking as on the last date of submission of bid will be ineligible.**
- b) **Any tenderer whose contract with the HSWC has been terminated before the expiry of contract period at any point of time during last three years from the last date of the submission of the bid will be ineligible.**
- c) **While considering ineligibility arising out of any of the above clauses, incurring of any such disqualification in any capacity whatsoever (even as a proprietor, partner in another firm, or as Director of a company etc.) will render the tenderer disqualified.**

(Signature & Seal)
(Authorized Signatory)

Format of Solvency Certificate

(Format 1)

No.....

To

.....
.....

This is to state that to the best of our knowledge and information, Mr. / Ms. / M/s a customer of our Bank is respectable and can be treated as good up to a sum of Rs..... (Rupees in words). It is clarified that this information is furnished without any risk and responsibility on our part in any respect whatsoever more particularly either as guarantor or otherwise. This certificate is issued at the specific request of the customer.

Place: Date:

**For BANK MANAGER
Signed and Stamped)**

Format 2

No.....

To

.....
.....

This is to certify that as per information available, Shri / Smt. / Ms....., is Solvent upto Rs..... (Rupees). This certificate is valid for the period from to This certificate is issued without any guarantee or responsibility on the part of the Bank or any of its employees.

Place:

Date:

**For BANK MANAGER
(Signed and Stamped)**

UNDERTAKING
(For Sole Proprietary Firm)

(Compulsory ink signed)

I.....R/o.....
.....do hereby solemnly
affirm and declare as under:-

1. That I am sole Proprietor of(Sole Proprietor
Firm Name)
2. That the office of the firm is situated at.....
.....

Place:

Date:

(Authorized Signatory)