

KARANTAKA POWER CORPORTION LIMITED

Office of the Chief Engineer (Electrical Construction)
Karnataka Power Corporation Limited
Kalinadi Hydro Electric Project – I & II,
Ambikanagar - 581363
Phone No. 08284-258625, 9449599134

No.LCA7A/SS/62/Kadra/3188

Date:01.02.2017

NOTICE INVITING SHORT TERM TENDER
(TWO COVER SYSTEM)
(Through e-procurement portal only)

01. The Chief Engineer (Electrical Construction) / Chief Security Officer [CSO] invites tenders for providing security services from eligible Security Agencies registered in Karnataka State, who have got adequate financial resources, experienced security personnel and should have past experience in providing security services of Ex-servicemen / Civil Security Guards[30% Ex-servicemen & 70% Civil security guards of the total numbers required] for a minimum period of two years and also having valid license issued by the Controlling Authority, GOK, as per GOK Gazette Notfn. No.698 Dt. 11.8.09 for the following works at Kadra & Kodalalli as detailed in the table given below:-

Sl. No.	Name of work	Approx. value of works	EMD Amt. (Rs)	Tender Processing fee(non-refundable)	Contract period	License of contractor
1	Providing security services of Ex-servicemen / Private Civil Security Guards without arms for KPCL projects located at Kadra & Kodalalli Total: 51 Nos. i. Ex-servicemen Guards (15 Nos.) ii. Civil Security guards (34 Nos.) iii. Security Supervisor (01 No.) iv. Computer Operator (01No.)	2,66,88,363/-	4,00,000/-	As per e-proc portal	Two years(24 months)	Valid license for the Security Agency valid for Uttra Kannada Dist. Issued by the Controlling Authority, GOK, as per Gazette Notfn. No.698 dt. 11.8.09

02. Instructions regarding e-procurement:

- (i) Tender documents may be downloaded from Govt. of Karnataka e-procurement website <https://eproc:karnataka.gov.in> under login for contractors.
- (ii) After login to contractors, please scroll down to the right side bottom to see list of tenders, please click there to find the details of NIT and down load copy of tender. The tender can be downloaded in the portal as per prescribed date and time published in the portal. Only interested agencies who wish to participate should remit on line transaction fee for tender after registering in the portal. The

transaction fee is non-refundable. The blank tender documents can be obtained through e-procurement portal web site www.eproc.karantaka.gov.in. **Total sum of Price quoted in Sl. No. 01 & 02 of price bids shall be indicated in e-portal.**

- (iii) Tenders must be accompanied by Earnest Money Deposit, which should be paid on line through e-procurement portal using any of the following payment modes **through Nationalized / Multi National Banks.**
- Credit card
 - Direct debit
 - National Electronic Fund Transfer (NEFT)
 - Over the counter (OTC)
- (iv) Whenever required, Agency shall furnish the original certificates as mentioned in Para (03) below to the KPCL authorities, failing which their tenders will be disqualified / rejected.

03 Cover – I (Pre-qualifying Requirements)

- Valid license which is valid for Uttara Kannada District Issued by the Controlling Authority, GOK, as per Gazette Notification No.698 dated 11.8.09. License shall be obtained from DIGP (Internal Security Division), Bangalore as per the private Security Agencies (Regulation) Act, 2005 and Private Security Agencies Rules 2008, of the Govt., of Karnataka (As per Sec.9 of the Act).
- Past experience certificate in providing security services of Private Civil Security Guards / Ex-Servicemen for a minimum period of preceding 2 years to any of Govt. undertaking/Departments/large MNC/Public sector(undertaking). In proof of this agency has to submit the work order copies(Work Order copies value is not less than 1.5 Crore/year i.e. 2014-15 and 2015-16).
- Registration Certificate of Establishment from Govt. of Karnataka, Department of Labour.
- Registration Certificate of Employees State Insurance Corporation. (ESIC)
- PF Registration Certificate issued by the Regional PF commissioner
- Certificate of Registration under Sec.69 of Finance Act, 1994 (32 of 1994) i.e. Service Tax Registration Certificate.
- Income tax Return filed for the preceding two years (FY 2014-15 & 2015-16).
- Professional Tax Registration Certificate issued by the commercial Tax Officer, GOK.
- The bidder should have minimum average annual turnover of Rs.2.5 crores in any two financial years (2011-12, 2012-13, 2013-14, 2014-15, 2015-16) as proof of turnover profit and loss account and balance sheet duly certified by chartered account shall be furnished.
- The declaration of the bidder that none of his contracts have been terminated / foreclosed on account of his default / non fulfillment of contractual obligation in KPCL during the last five years.
- Declaration of Agency that Agency offer has no conditions.

- l) I/We have read the Tender Documents and related matters carefully and diligently and also visited the site and all the proposed Security points where the Ex-servicemen / Private Civil security personnel are to be deployed that I/we have submitted the tender having studied, understood the tender stipulations and understood site conditions of the proposed security points and accept the full implications of the agreement.

The requirements of the tender agreement as stated above will be fulfilled by me/us to the satisfaction of the Corporation.

- m) **The agency should thoroughly survey regarding the availability of the Ex-servicemen [ESM] at different locations and then quote their rates and the successful agency has to give a declaration that the required number of ESM will be provided as stipulated in the tender. If the agency fails to fulfill this condition, action will be taken as per the General terms and conditions of the contract.**

n) EMD for Rs.4,00,000/-

- o) E-payment shall be made by direct debit, credit card, NEFT or OTC only through Nationalized / Multi National Banks.

04 Bids duly filled in shall be submitted through e-procurement portal only.

Cover-I shall contain Minimum pre-Qualifying Requirements as mentioned in Para 03

Cover- II (Financial Bid / Price Bid): e-procurement portal.

05 Tenders must be electronically submitted (on line through internet) through the GOK e-procurement platform www.eproc.karnataka.gov.in only, within the date and time published in e-procurement portal. First cover of tenders will be opened at prescribed time and date in the e-procurement portal.

06 Calendar of Events:

1	Period of Completion	24 calendar months from the date of issue of LOA
2	Date of issue of NIT	01.02.2017
3	Publishing of documents by e-Procurement cell.	01.02.2017
4	Pre bid meeting	15.02.2017
5	Last date and time for submission of Technical & financial Bids(Cover I & II) along with EMD	03.03.2017 at 16.00 hrs.
6	Opening of Cover- I	06.03.2017 at 16.00 hrs.
7	Opening of Cover - II (Financial Bid) through e-Procurement portal	Intimated later

07 The tender is of **two cover system**.

The Bidder should upload scanned copies of all the documents pertaining to the pre-qualification as mentioned under “pre-qualifying requirements clause”. Whenever required Bidder shall furnish the original certificates to the KPCL authorities, failing which their tenders will be disqualified / rejected.

- a) The Agencies who do not meet the Cover - I qualifying requirement are not eligible for participation
- b) The first cover will be opened on as per calendar of events.
- c) The Chief Engineer (Electrical Construction)/Chief Security Officer shall cause the first cover to be opened and evaluate the tenderer capacity on the basis of criteria specified in the tender notification / tender document and on this basis prepare a list of qualified tenderers within 15 days from the date of opening of first cover and intimate to all the Agencies about the outcome.

The second cover containing financial bid of all those tenderers found qualified as per the above pre-qualifying requirement shall be opened by the Chief Vigilance officer/Chief Security Officer, on the date which will be intimated to the Agencies in advance.

08 General information & other conditions

- 1) The Bidder may download from the GOK e-procurement website <https://e-proc.karnataka.gov.in> under login for contractors.
- 2) Completed tenders received (two covers) after the due date and time shall not be considered.
- 3) No extension of tender due date shall be considered on any occasion
- 4) Tender validity shall be 180 days from the date of opening of second cover (Financial bid).
- 5) Alternate tender shall not be considered.
- 6) Conditional tenders are not accepted.
- 7) Tenders without EMD shall be rejected
- 8) The successful agencies shall enter into a contract agreement on a non-judicial stamp paper of Rs.200/- (Rupees two hundred only).
- 9) Income Tax, service charges, etc., as per rules will be deducted from the bills payable to the agency.
- 10) Agency shall make payment of contribution towards PF & ESI (both employees and employer) to the authorities concerned at the notified rates. The Agency shall also submit every month to the KPCL for verification about the payment of PF, ESI, EDLI, Service tax to the relevant authority and the particulars thereof shall be submitted as per the format enclosed under Annexure II (a, b & c) every month without fail.**
- 11) Security deposit of 7.5% of the total contract amount shall be paid by the agency.

- 12) Intending tenderers can have detailed information from the above office during working hours. Clarifications required if any be the bidders may be availed during pre-bid meeting.
- 13) The right to reject any or all tenders without assigning any reasons is reserved by the Chief Engineer (Electrical Construction)/ Chief Security officer.
- 14) a. Ex-servicemen / Civil security guards means a person, who has undergone security training for a minimum period of 100 hours of class room instructions and 60 hours of field training spread over at least 20 working days as per the syllabus & modules indicated in the GOK Gazette Notification No. 698 dt.11.8.09 aged not more than 50 years for Civil Guards & 45 years for Ex-Servicemen (ESM) and has a verified report obtained by the Police in respect of their character and antecedents at the cost of the Security Agency as per the format indicated in the GOK Gazette Notification No. 698 dt. 11.8.09. The Agency has to submit the Character /Antecedent (C/A) report issued by the Police authority for all security personnel proposed to be deployed within 90 days from the date of issue of letter of Award as per Annexure-VII enclosed. If the Ex-servicemen / Civil Security Guards have stayed in more than one District during the last five years, the No. of forms will be as many as Districts. The Character & Antecedent Certificate of the Ex-servicemen / Civil Security Guards have to be obtained from the respective District SP. (validity of character & antecedent certificate is three years from the date of issue) at the cost of the Security Agency.

- b). **Security Supervisor:** The agency shall provide one qualified ex-Servicemen supervisor to ensure that the works are done in accordance with the provisions agreed to. Security supervisor having experience of approximate 5 years in the field of supervision to deploy their staff in the respective shifts to the assigned posts and will supervise the staff both during day and during night shifts and will submit daily occurrence report to the duty officer/supervisor in security control room for taking routine instructions and also to provide relief / replacement to their staff in case of leave, sickness, accidents and absence, etc.

Security Supervisor is available at Complexes/ Project Areas, so that they can be contacted in case of need at any time especially in night shift, they should be in touch with Duty Security Officer during I/II shift to take the briefing for the day.

- c). **Computer Operator:** Agency shall provide one no. computer operator having minimum qualification of Diploma in computer application or equivalent.

Computer Operator so provided, shall take care of;

- Preparation of attendance of Security Guards
- Daily attendance maintenance
- Preparation of Bills and forwarding the same to KPCL authorities.
- Maintenance and downloading of data from Bio-Metric devices if provided in the project areas.

- 15) The Agency has to submit the particulars of all the Ex-servicemen / Civil Security Guards proposed to be deployed at Kadra & Kudasalli, as per the format indicated in GOK Gazette Notification No.698 dt. 11.8.09 along with passport size photo. (As per Annexure-IV enclosed) within 15 days from the date of issue of Letter of Award (LOA), at the cost of the Security Agency. If the Ex-servicemen / Civil Security Guard have stayed in more than one Dist., during the last five years, the No. of Forms is as many as Districts.

- 16) Ex-servicemen / Civil Security Guards shall have to undergo Security Training of minimum 100 hours of class room Instructions and 60 hours of field training spread over at least 20 working days on the syllabus / subjects indicated in GOK Gazette Notification No.698 dt. 11.8.09 or as prescribed / modified by the Competent Authority of GOK at the cost of Security Agency. The Security Agency has to submit the copies of Training Certificate of all Ex-servicemen / Civil Security Guard as per the format indicated in the GOK Gazette Notification No.698 dt. 11.8.09 before deploying them for Security duty (as per Annexure-V enclosed).
- 17) The details of physical standards and other requirements, issue of photo identity cards, uniform (dress code) are prescribed in detail in the tender document.
18. The rates quoted should be net i.e. including wages of **Ex-servicemen / Civil Security Guards/Security Supervisor/Computer Operator** as per the prevalent minimum wages prescribed by the Government of Karnataka / DGR, Ministry of Defence, GOI , for Security Guard, service tax, professional tax, house rent, washing allowance, cost of providing security training, transportation, Gratuity, PF, ESI, Bonus, EDLI , cost of getting Character & Antecedent certificate from the Police Authority, cost of issue of photo identity cards & other statutory requirements, Administration & service charges, provision for weekly off and GOK Notified Holidays and Overheads etc. complete (for Sl.No. 1 of Financial / Price Bid).
19. Duration of the contract is 24 months from the Date of L.O.A. However, KPCL has rights to extend the contract for a further period of maximum 06 months at the discretion of corporation.
20. The successful agency shall produce police verification report in respect of each of the Ex-servicemen / Civil Security Guards/Security Supervisor /Computer Operator Guard proposed to be deployed as per the terms of contract.
21. **The successful agency shall deploy full contingent of guards as per contract within 15 days from the date of receipt of LOA failing which penalty at Rs.100(Rupees One hundred) will be levied per day per guard not deployed during the first thirty (30) days. Thereafter, the penalty will be levied @ Rs.150(Rupees One hundred & fifty) per day per guard. If the agency does not deploy the full contingent within 90 days EMD will be forfeited and the contract will be terminated without any further notice.**
22. Any increase in the minimum wages by Government of Karnataka (For civil guards/Computer Operator) / DGR, Ministry of Defence, GOI (For Ex-Servicemen [ESM]/Security Supervisor) during the currency of contract (after the date of issue of L.O.A) would be paid by the Corporation along with the proportionate increase in wage, PF and Service Tax only. If there is any decrease in minimum wages by government of Karnataka/ DGR, Ministry of Defence, GOI the recovery will be effective accordingly on proportionate basis along with the corresponding decrease in amount of PF and service Tax only. In both the cases the tender premium will also be considered for arriving at the derived rate.
23. The Agency which is quoting below the prescribed (for Sl.No. 1 of Financial/Price bid) rate will be rejected (prescribed rate means Minimum wages fixed by Government of Karnataka/ DGR, Ministry of Defence, GOI for Security Guard including provisions for ESI, PF, Gratuity, EDLI, Washing allowance, Provision for Weekly off / GOK notified Holiday / Other Holidays, Service Tax etc.). The break-up of the estimated rate / prescribed rate is as per the Annexure-III (a), Annexure-III(b), Annexure-III(c) & Annexure-(d) enclosed in the tender document [i.e. prescribed rate for Ex-servicemen / Private civil Security Guards is Rs.17,612/-(zone-II) per Civil

guard, Rs.21,048/-((Area - C) per Ex-servicemen Guard, Rs.19,372/- per computer operator & Rs.22,967/- per Security Supervisor per month of eight hour shift].

24. a) The Agency has to quote separate net rate in Financial/Price bid (under Sl.No.2 of Financial/Price bid) for providing the following to each Civil Security Guard proposed to be deployed.

Sl.No	Details	Unit/ year	Quantity/ two year
1	Uniform along with arm Badge, Chest badge, whistle attached to the whistle chord,	2 sets	4 sets
2	Cap	1 No.	2
3	Belt	1 No.	2
4	Shoe / Boot	1 Pair	2
5	Socks	2 pair	4
6	Sweater, Muffler	No	1
7	Torch	No	1
8	Baton	No	1
9	Ceremonial dress Full Set	Set	1
10	Battery	1	1

b) The quoted rate for providing the items indicated above will be paid to the Security Agency after executing the agreement with KPCL against the Bank Guarantee to the said quoted amount for Sl.No.2 of Financial/Price bid) as per the proforma enclosed (Annexure-VIII). The Bank guarantee should be valid for a minimum period of two year & the validity of this Bank guarantee should be got extended in case of extension of tenure of contract.

c) If any Civil Security Guards leaves the service or removed from service unfit to perform the duties diligently, then under such circumstances the payment under Sl.No.2 of Financial/Price bid will not be paid to the new security guards (i.e. cost of providing uniform, boots, socks etc. to the new security guards). However, in case the number of Civil Guards has been increased more than that specified in the tender notification during the tenure of the contract, the payment will be made as per the rates quoted for Sl. No.(2) of tender of Financial/Price bid to the extent of number of Security Guards(Civil) so increased. This amount is only paid at the end of tenure of contract.

25. **The Agency shall make monthly wage payment along with washing allowance by way of A/c. payee cheque/RTGS to each guard engaged for KPCL before 10th of every month without waiting for KPCL payments & produce the information relating thereto in the prescribed proforma shown in Annexure-1 every month without fail. If it is through NEFT, certificates may be produced.**
26. The Agency should not sublet the contract. If the Agency found to have sublet the contract, the above contract will be terminated at the risk and cost of the contractor concerned.
27. The Agency shall pay Gross minimum wages to their security Guards deployed under this contract at the rate not less than the minimum wages fixed including washing allowance by GOK for civil guards & as per DGR rates, Ministry of Defence, GOI for Ex-Servicemen and as modified by GOK / DGR, Ministry of Defence, GOI from time to time

28. **The Security Supervisor, Ex-servicemen, Private civil Security Guards, proposed to be deployed is to be medically checked by the KPCL Medical officer or by the Medical officer nominated by the Chief Engineer (Electrical Construction)/Chief Security Officer. The certificate to this effect has to be obtained by the jurisdictional KPCL Medical officer/ Medical officer nominated by the Chief Engineer(Electrical Construction)/Chief Security Officer. (Medically checkup to be carried out once in every 12 months).**
29. Before changing the Security Supervisor/Ex-servicemen / Civil Security Guards/Computer Operator, the Agency has to get the permission of Chief Security Officer or Other Officers nominated by Chief Security Officer for deployment at Project locations. The Agency has to get the antecedents of the new Ex-servicemen / Civil Security Guard verified. In this regard, a verification report obtained by the Police in respect of their character and antecedents has to be submitted to Chief security officer & the officers nominated by Chief Security officer, at the cost of the Security Agency along with the copy of Training Certificate of the Security Guards & other requirements. The Security personnel have to undergo Medical checkup as stipulated above.
30. The turnout of the Agencies security personnel should be good and KPCL shall reserve the right to carry out inspection by way of parade to assess the alertness, commitment & discipline of the personnel before **being engaged on KPCL duty. MD, KPCL, CVO, Chief Engineer (Electrical Construction)/ Chief security officer & an Officer nominated by the Managing Director, KPCL**, shall have the right to examine any security guard deployed in KPCL in respect of their commitment, physical and mental health and performance of his duties any time without advance notice. They also have the right to discontinue the services of such security guards employed by the Agency, if they are found unfit to perform their duties diligently.
31. **The Agency should make their own arrangements for providing accommodation to their security guards. However, at the project locations, based on the availability of Quarters, KPCL will allot Quarters to the Agency at its request and rent there on will be charged as per the KPCL rules in force. But KPCL has no binding / obligation for providing quarters to the Agency, for the accommodation of Guards.**
32. **i) The agency shall also be responsible and fulfill all statutory obligations under the statutory laws, provisions such as ESI/PF etc. in respect of his security personnel posted under this contract.**

If the places mentioned in the Tender (Project area) comes under non implemented area under ESI, in such cases the Agency has to obtain personal Accident Policy for Rs.1 lakhs for each security Guards so deployed. The Agency has to furnish the copy of the personnel Accident Policy of each of their Security Guards to CVO / Chief security officer [CSO] and to the Officers nominated by CVO / Chief security officer(CSO) [As per Annexure-II (b)]. Within 1 month from the date of issue of Letter of Award.

ii) The agency shall be solely responsible for any sort of compensation payable to the security guards working under him, during any untoward incidents/accidents/death while on duty/while travelling to the work site.

33. The agency should submit the copy of the valid license to engage in the business of Private Security Agency by the Designated Officer of GOK as per GOK Gazette Notification No.698 dt.11.8.09 regarding private security Agencies (Regulation) Act, 2005 (Central Act, 29 of 2005).
34. The detail of physical fitness standards, security training, dress code issue of photo identity cards and the details about the Medical examination of the security guard is indicated in the tender document.
35. The security personnel deployed shall be well built, physically fit and mentally alert. It must be ensured that security personnel are not alcoholic or habitual drunkard and should be of sound mind.
36. If the Agency fails to execute the agreement / fail to carry out the assigned work satisfactorily, the Corporation has the powers to enter upon and take possession of work and to engage any other firm / Agency to complete the services. Any extra cost incurred by the Company due to such failures on the part of the Agency shall be recovered from EMD, SD, Monthly bills payable, arrears if any subject to a maximum of 7.5% of the contract amount.

Chat

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Cc: MD. – for kind information
TD / FD /D (HR) – for kind information.
ED (Hydro)/ / ED (BTPS)/ ED (T)/ED (CA & CS)
District Bulletin Officer, Deputy Commissioner, Karwar – with request to publish
in district tender bulletin (10 copies enclosed)
All Chief Engineers/GM (A&HR)/ GM (IA), CVO
SE (CSD) – for information with request to display the tender notification in
KPCL website.
All AGM(S).