



## NOIDA GOLF CLUB SOCIETY (Regd.)

Captain Shashikant Sharma Marg, Sector 38, Noida, U.P. 201303

### **RFP Call Notice No.NGC-2021/SHK/2021-22 GS Dated: 09.01.2021**

**NOIDA GOLF CLUB SOCIETY (Regd.)** invites sealed bids in two bid system (Technical & Financial) from the eligible agencies for Providing Security Service and/or Housekeeping Service at different Locations of Noida Golf Course/Club (NGC). The scope of work include providing round the clock security/Housekeeping services at Main Gates, Huts, Club Building, parking lots, etc. of all the days of the month including Saturdays, Sundays and National holidays (Scope of work mentioned separately in the document below). Last date of submitting bid document is at 1500 hrs on 22<sup>nd</sup> Jan 2021, at the NGC Reception at Noida Golf Course, Captain Shashikant Sharma Marg Sector 38, Noida on all working days between 11am and 5pm. The requirements of manpower are as under:-

SI No.	Security Points	Duration	No. of Personnel	No. Of Supervisors
1	Main Gates, Huts, Club Building, parking lots, etc.	24 Hours	*32(in case of 8hrs shift) or 24 (in case of 12hrs shift)	*3 (in case of 8hrs shift for each shift) or 2 (in case of 12hrs shift)
2	HOUSE KEEPING (Club & Course Premises)	16 hrs (Shift Duty of 8hrs)	24 (8hrs shift and 12 in each shift)	2 (1 in each shift)

- **NGC will decide on 8 or 12 hrs shift depending on the rates and related rules**
- **Security and Housekeeping services will not be given to one single firm**

**NOTE:** The number of manpower can be increased or decreased at any time by the first party depending on the requirement.

#### **Eligibility Criteria, Terms & Condition**

1. The agency shall have valid Registration Certificate and should have undertaken security services from the last three years. The proof of experience (Certified copy) shall be supplied with the bid. The bidder should have undertaken at least 6 works of similar nature with any Govt./ Pvt. Similar organisation. **The agency should also have registration under Employees' Provident Fund and Miscellaneous Provisions Act 1952 and Employees' State Insurance Act 1948.** The agency should have their Administrative headquarters based in Uttar Pradesh, and an operational branch in GautamBuddh Nagar for at least 3 years.
2. The average Annual Turnover of the agency/agencies should be more than Rs.1.5 Crores continuously for last three years. Copies of the audited balance sheets for the last three years are to be enclosed along with the technical bid.
3. The bidder should have not been black listed by any Central Govt./State Govt./PSU and self-certificate should be submitted with their technical bid.
4. The firm should have round the clock Local fixed/Mobile Telephone number.

Signature of the bidder

5. The firm should submit Income Tax Return Certificate of last three financial years & shall quote their permanent Account Number along with the certified copy of PAN.
6. A certified copy of Testimonials of satisfactory completion shall be obtained from at least three respective office where the security services were offered.
7. Bidders are requested to deposit Earnest Money Deposit (EMD), of Rs 25,000/- towards EMD by Bank Draft/Bankers Cheque drawn in favour of "NOIDA GOLF COURSE" payable at NOIDA shall be submitted along with the tender. Any bid without EMD will be rejected by NGC as non responsive.
8. Those who have downloaded bid document from the website, the tender cost of Rs 3000/- (Non-Refundable) shall be attached separately in the technical bid by means of demand draft, Bankers Cheque drawn in favour of "NOIDA GOLF COURSE" payable at Noida.
9. The bids are to be submitted in two bid system (Technical & Financial bid) for security and housekeeping separately. For Security or housekeeping the technical Bid along with EMD instrument and requisite documents shall be placed in one sealed envelope super scribed "Technical Bid". Annexure-I The price Bid Annexure-II shall be kept in a separate sealed envelope, super scribed "Price Bid". Both the envelopes shall then the place in one single, sealed envelope super scribed 'Bid for providing Security or Housekeeping Services at Noida Golf Course, Noida and shall be addressed to the "Secretary, Noida Golf Course (NGC)", Noida-201303. The bidder's name, telephone number and complete mailing address shall be indicated on the cover of the outer envelope. Both the inner envelopes super-scribed with Technical Bid and Price Bid shall have the name and address of the bidder so that if required, they must be returned to the bidder without opening them. All the Bid documents submitted shall be serially page numbered and contain the table of contents with page numbers.
10. The Sealed tenders completed in all respect shall be submitted to "**Secretary, Noida Golf Course (NGC)**" at the NGC reception in the tender box under intimation to the NGC staff on duty **up to 17:00 hrs. on 22.01.2021**. Late received bids (after due date and time) are not acceptable.

The tenderer shall submit the downloaded original computer printout of the document from website the photocopy shall not be accepted. If during the process of the tender finalization if it is detected that the tenderer has submitted tender documents after making any changes /additions deletions in the tender documents downloaded from the website the offer shall be summarily rejected and the EMD deposited by the tenderer shall be forfeited and in addition to any other action as per prevalent rules

11. At any stage if the experience certificates, Registration certificate of the contract are found to be false the earnest money shall be forfeited and the firm will be debarred from the tendering process.

Signature of the bidder

## 12. Evaluation of the Bid

- (i) NOIDA GOLF CLUB SOCIETY (Regd.) (NGC) would examine both the Technical and Financial bids based on the details provided by the applicant Agencies.
- (ii) The NGC will determine whether the proposal is complete in all respects and the decision of the NGC shall be final in this regard.
- (iii) Technical Evaluation: The experience, credibility, quality and competence of the agency would constitute the core parameter for technical evaluation.

## 13. Evaluation of Price Bids:

The Price Bid shall comprise the price component for all the services indicated in the Annexure-II of the bid document. The price quoted by the bidders shall include all applicable taxes, wherever applicable. The bidder shall include taxes etc. as applicable on the services that are provided under this contract in the lump sum rates quoted and NGC would not bear any additional liability on this account.

NGC shall however, deducts such tax at source as per the rules and issue necessary certificates to the Agency. The prices once accepted by the NGC shall remain valid till the currency of the contract. The NGC shall not entertain any increase in the prices during the period except statutory obligations.

Rates shall ensure compliance of under noted statutory obligations:

Contract Labour (Regulation & Abolition) Act, 1970

Employee State Insurance Act and rules made there  
under Minimum Wages Act, 1948

EPF (Misc. Provisions) Act 1952 and rules made there under

Any other labour Legislation that may be applicable or may become applicable.

- (d) The rates are inclusive of all (i.e. Provident Fund, ESI, Gratuity, Paid Leave, pay for National Holidays, Uniform Allowance, Operational Cost, Service Charges and all other levies that are applicable from time to time shall be met within the total invoice value.
- (e) Prices shall be quoted in Indian rupees only, both in figures and words
- (f) Erasing overwriting and corrections in the offer should be authenticated by tenderers signature. In case this has not been done, such offer is likely to be rejected.

Signature of the bidder

14. **Award Criteria:** The purchaser shall award the job contract to the successful bidder whose bid has been determined to be technically responsive by NGC and thereafter determined as the lowest evaluated bid on the basis of quoted rates for the estimated volume of work provided further that the bidder is determined to be qualified to perform the contract satisfactorily. The NGC shall, however not bind to accept the lowest or any bid and reserve the right to accept any bid, wholly or in part. The NGC at its absolute and sole discretion reserves the right to award contract to one or more than one bidder for the purpose as may be necessary or expedient. Housekeeping and security services will be offered to two separate firms.

15. **Payment terms.**

The NGC shall make the contract payment as per the payment schedule mentioned below:

- (a) Monthly bills submitted in triplicate by the agency for the security services works executed in the preceding month, shall be paid. The payment for the work will be released only after production of attendance records, log register for each security point and production of copies of Acquaintance rolls for proof of payment of wages to the security personnel, **ECRs under Employees' Provident Fund and Miscellaneous Provisions Act 1952 and Employees' State Insurance Act 1948 showing names of workers with wages paid and contributions made under the enactments.** Inadequate supply of Security Guards and Security Supervisor and inadequate supply of security items like whistle, lathi, emergency lamps torch, umbrellas, raincoat, etc. will attract deduction at pro-rata basis from the work bill towards compensation. The decision of NGC, will be final and binding in this regard.
- (b) If the performance of the security services by the agency is not found satisfactory the Competent Authority shall have power to deduct proportionate amount from the monthly bill or to terminate the contract. Upon such termination, the security deposit of the Agency shall be liable to be forfeited and shall be absolutely at the disposal of NGC
- (c) If at any time during currency of JOB, the SCOPE OF WORK for which this job has been awarded is reduced/abandoned, the payment value of this job order shall be reduced on pro-rata basis by the NGC and the decision of NGC, would be binding on the Agency.

16. No alteration shall be made in any of the terms and conditions of the bid document by scoring out. In the submitted bid, no variation in the conditions shall be admissible. Bids not complying with the terms and conditions listed in this section are liable to be ignored.

17. No bid will be considered unless and until all the pages documents comprising the Bid are properly signed and stamped by the persons authorized to do so.

Signature of the bidder

18. The earnest money of successful bidder will be adjusted with the money deposited with respect to Performance Guarantee, which has to be deposited within 15 days after the receipt of Letter of Intent @ 10 % of the tendered value of contract. The Performance Guarantee will be refunded to the Agency on Completion of contract period without interest after deducting liabilities if any. For other Bidders, the Earnest money instrument will be returned within 30 days of the completion of the financial evaluation by registered post.
19. In the event of bid being accepted, the bid will be converted into a contract, which will be governed by the terms and conditions given in the bid document. The instructions to bidders shall also form part of the contract.
20. The Agency acknowledges that he has made himself fully acquainted with all the conditions and circumstances under which the supplies required under the contract will have to be made or furnished and the terms, clauses and conditions, specifications and other details of the contract and the supplies. The Agency shall not plead ignorance on any matter as an excuse for deficiency in service or failure to perform or with a view to asking for increase of any rates agreed to the contract or to evading any of his obligations under the contract.
21. If the Agency or his agents or employees are found guilty of fraud in respect of the contract or any other contract entered into by the Agency or any of his partners or representatives thereof with the NGC; or at any time during the pendency of the contract, it comes to the notice of the NGC, that the Agency has misled it by giving false/incorrect information.
22. The Agency will be responsible for the conduct of all workers deployed by him and will be legally liable for any harm or loss arising to any person whomsoever, in whatever form, from any misconduct or any act of negligence, omission or commission, whether intentional or otherwise, of the Agency or any of the workers agents any others deployed by the Agency in the course of providing any services stated in this contract, and will bear full responsibility and cost of the same. **The Agency will get its workers covered, if they are not insured under ESI, under an insurance policy obtained under Employees' Compensation Act 1923, for its liability, if any, arising out of any mishap occurring during the course and arising out of employment.** The NGC will not be liable for any loss or harm to any person within or outside the NGC premises from any act of omission or commission of any of the workers agents any others deployed by the Agency in the course of providing any services stated in this contract.
23. The NGC shall not be liable for any compensation, claim or damages etc. due to any accident, injury or harm to any person deployed by the Agency or death due to accident or otherwise, which may arise out of any circumstances related or unrelated with their duties at NGC. **The NGC will not be responsible for any compensation or liability falling due to the workers of the Agency. If the NGC is made liable by any court of law or Authority to pay compensation or any amount to the workers of the Agency, NGC will be indemnified by the Agency for that payment.**
24. **The Agency will exercise its ultimate supervision and control over it workers, deployed by it in the NGC.**

25. Without prejudice to the preceding term of contract, the Agency will be liable to reimburse the NGC of any cost because of any misconduct or any act of omission or commission, whether intentional or otherwise, of the Agency or any of the workers Sub Agency's agents any others deployed by the Agency in the course of providing any services stated in this contract
26. It shall be the responsibility of the Agency to comply with the provisions of various Labour Laws. The Agency shall faithfully discharge all the liabilities under the labour laws. The Agency shall indemnify the NGC against the claims arising out of non-fulfilment of obligations by him under the various labour laws.
27. The Agency shall be solely responsible for compliance with all statutory laws/rules/regulations such as those concerning PF, ESI, Labour laws, Minimum wages, etc. The NGC shall not be liable for any contravention/non-compliance on the part of the Agency. Any contravention/non-compliance on the part of the Agency would be construed as a sufficient ground for termination of the contract at the discretion of the NGC.
28. The NGC may discontinue the contract at any point of time, by giving one month notice at least 30 days before the intended date of discontinuation, and will not be liable to any additional charges or compensation payable to the Agency or any other person.
29. The Agency may discontinue the contract the contract at any point of time, by giving a notice at least 60 days before the intended date for discontinuation. But will forfeit his Security Deposit (EMD) submitted by it, in case of discontinuation without a notice or a notice less than 60 days prior to the intended date of discontinuation. The NGC will have the right to claim damages, and recover them from the payments due to the Agency or by any other means, in addition to forfeiting the Security Deposit of the Agency.
30. The Agency has to maintain all the relevant register/records as per the laws related with labour engagement etc. An affidavit on a non-judicial stamp paper of appropriate value to the effect that the Agency will be entirely responsible for fulfilling all the statutory obligations under different statutes like workmen compensation Act., Contract Labour (Regulation & Abolition) Act, ESI Act, PF Act, for the workers employed by him on the job will be submitted by the Agency before execution of the contract agreement. The workers employed by the Agency will not be treated as the employees of the NGC for any purpose whatsoever.
31. The Agency shall be required to enter into an agreement on a non – judicial stamp Paper of not less than Rs.150- for a period of one year within 15 days of receiving the intimation/letter of intent and to start the work within 15 days of the signing of Deed/Agreement.
32. The NGC reserves the right to accept or reject any or all bids without assigning any reason
33. **Penalty Clause**  
In case of failure in doing the job to the satisfaction of NGC a, penalty upto the EMD cost will be imposed by the NGC. In case of failure in doing the job assigned on a day to day basis the authority will get the job done through other sources and the expenditure so incurred will be recovered from the contractor.

### 34. **Scope of Work**

1. The Agency shall provide round the clock high standard security on a 24 x 7 basis on all the days to safeguard the premises and assets of NGC. The agency shall ensure full security to the NGC premises and its property from pilferages and maintain the standard security norms to protect the above premises from other insecurities.
2. The agency shall ensure proper locking of premises, common area etc... In case of any theft, breakage, pilferage of any fixture and/or fittings, furniture, equipment etc., the responsibility shall be of the security personnel and the security personnel shall report the same to the office immediately. The agency shall ensure immediate communication to concerned officer of NGC for any miss happening. Call for police protection fire agencies in case of serious incident will also include their duties.
3. The Agency shall submit bio data along with identity proof & address proof of each security guards and security supervisor duly verified, within 07 days of execution of contract agreement.
4. During surprise checks by any of the authorized officers of NGC, if a particular guard is found negligent/sleeping/drunk on duty, or any disgraceful activity the agency will have to withdraw the guard from the premises forthwith, which may even entail cancellation termination of contract for the rest of the period.
5. The agency shall maintain proper register/log book of security personnel, including Bio metric (electronic entries)
6. The Agency shall provide proper uniforms, identity cards, badges, whistle, lathi, emergency lamps torch, umbrellas, rain coats etc. to supervisor and guards manning the NGC premises.
7. All the security guards posted shall be in sound health and free from any contagious disease. They must be able to answer telephone calls and reply in courteous manner for the details sought including location of the institute for the outstation trainees.
8. The Security guards will maintain utmost vigil and shall be on rounds in the duty area allotted at frequent intervals of time. Any shortcomings in this issue will be dealt with seriously and action will be initiated which may include termination of contract. Any loss theft of the property/valuables/plant & machinery/plants and trees fruits & flowers, etc. of will be the sole responsibility of the security service Agency and proportionate rates will be deducted from the bills submitted for the month or payment due to the Agency will not be released.
9. The Security guards should not accept any Registered Post, Speed Post or any signed document from Courier agency on any working day or holidays.

Signature of the bidder

10. The behaviour of the deployed manpower by the Agency for the security duty so awarded shall be of decent nature and should cooperate with the officials, and visiting guests, In case of report of any complaint on the issue or is found breaching this aspect, the said guard/supervisor shall be instantly removed from duty by the Agency and the decision of the NGC, will be final & binding on the Agency.
11. No accommodation shall be provided to the security guards & supervisor inside the complex. The Agency may arrange suitable accommodation for their stay in nearby area.
12. Income tax as applicable will be deducted at source from each bill for which necessary PAN No. is required to be provided.
13. The work shall be executed as per the directions and to the satisfaction of the officer in charge.
14. No person below the age of 18 years shall be deployed on security work by the Agency.
15. The Agency shall have insurance coverage for their workers and follow all safety measures during the work execution. Any liability occurring during work such as accident, injury, loss of life, damage to the property, the same shall be compensated and made good by the Agency only and this organization is not responsible in any manner.
16. The contract will be terminated by the competent authority if the performance of the Agency is found un-satisfactory at any point of time.

**Attendance.** The personnel to be engaged by the second party shall come every day to perform the jobs undertaken by it. The personnel deputed by the second party shall work on all weekdays.

**Fitness and Discipline.** The personnel deployed by the second party should not be medically unfit and not in drunken state. The personnel deployed by the second party should be well disciplined and well-mannered.

## **SCHEDULE -2**

### **35. SCOPE OF WORK IN HOUSE KEEPING**

#### **GENERAL**

1. **Services.** Second party shall provide all services as indicated in the Schedule-1 w.e.f. 01 Feb 2021.
2. **Laws and regulations:** Second party and its employees and representatives shall at all times comply with all applicable laws, ordinances, statutes, Rules, Regulations in effect at time services under the agreement are performed.
3. **Personnel** All the workers will wear the uniform in clear condition while attending to their duties and carry their duties and carry their photo identify cards and displayed prominently for which second party will provide summer/ winter, uniform, shoes, etc to their employees. Desired level of cleanliness in the entire complex of Noida Golf Course will be maintained by services provider. The supervisor will attend to complaints on urgent basis round the clock.

4. The contractor will provide a team of adequate number of personnel as per the contract.
5. The staff deployed will be trained in housekeeping/management services; bear good conduct and physically fit for the work.
6. Housekeeping contract will include covered/uncovered areas of the Noida Golf Course/Club complex.

### **DAILY SERVICE**

1. Removal of water material/garbage from the dustbins, buckets, mugs and entire premises including the toilets.
2. Dusting and vaccumising of furniture, cup-boards telephone instruments and doors, windows, ventilators, blinds and glass partition using glass cleaning chemicals to keep all such articles dust free during the morning time.
3. Acid cleaning and scrubbing of toilets, washbasins, sanitary fittings using detergents, deodorants and disinfectants at least twice a day.
4. Cleaning /moping of the floor area by detergents, disinfectants, etc in the morning or as and when required during the day.
5. Provision of toiletries in the toilets in the morning after daily check up.
6. Vacuum cleaning of carpets wherever provided at Noida Golf Course.

### **WEEKLY SERVICES**

1. Mechanical washing and scrubbing of floor area with detergents, dust removing chemicals and polishing of the floor areas, etc or as and when required.
2. Removal of cobwebs, dusts, termites, insects, pests, etc.
3. Windows sponging and cleaning.
4. Keeping ceiling and table / pedestal fans, air- conditioning grills to be dust free.
5. Cleaning of dustbins and buckets with detergents.
6. Up keeping of partition glasses and panes with utmost care and by Application of glass cleaning chemicals.
7. Acid cleaning of sanitary wares.
8. Polishing & Oiling of doors closers, door handles, and other brass fittings with silvo / Brasso / lubricants. Dusting & cleaning of murals, sceneries, photo frames, idols, etc.
9. Polishing of taps and other steel fittings in the toilets with silvo / Brasso.

10. Specialized cleaning of computers, peripherals, hardware's, telephones, workstations and other sophisticated equipments as per direction of the Principal.

**NOTE:** The number of manpower can be increased or decreased at any time by the first party depending on the requirement.

36. **ARBITRATION**

In the event of any dispute arising with regard to any of the clauses mentioned herein before the same shall be referred to NGC, and its decision shall be final and binding upon the parties to this agreement. Notwithstanding whatsoever stated above and in case of any controversy regarding the scope of work or any other terms and conditions of tender, the decision of the NGC be final and binding in this regard.

- (1) Any ambiguity in the offer may lead to disqualification
- (2) Conditional offer shall be summarily rejected

Signature of the bidder

**SEPERATE BIDS (FINANCIAL & TECHNICAL) TO BE DEPOSITED ON SIMILAR FORMAT FOR SECURITY & HOSEKEEPING SERVICES**

**PRESCRIBED PERFORMA FOR TECHNICAL BID**

With reference to Tender Notice No: **NGC-2021/SHK/2021-22** . 09.01.2021, the undersigned furnishes below/encloses herewith following details/documents as part of Technical Bid for consideration:

1. Name of the Agency \_\_\_\_\_
2. Detailed profile of the Agency
3. Documents evidence of requisite experience
4. Documents showing turnover as mentioned in the tender:-
5. Period of validity of offer price(in days)
6. Earnest Money Deposit:           Draft number

Date of issue: \_\_\_\_\_

Name of the Bank \_\_\_\_\_

7. Documents Enclosed Copies are to be self-attested/stamped)
  - (a) EMD of Rs \_\_\_\_\_ in the form of A/c payee Demand Draft/Pay Order of any Nationalized/Scheduled Bank drawn in favour of \_\_\_\_\_ payable at “ NOIDA”
  - (b) Copies of Audited Balance Sheets of the agency during the last three years
  - (c) A copy of latest GST Certificate duly attested/stamped
  - (d) Copies of work order and certified copy of the completion certificate for at least three years.
  - (e) Copy of Registration Certificate of the agency.
  - (f) Copy of registration Employees’ Provident Fund and Miscellaneous Provisions Act 1952.**
  - (g) Copy of registration under Employees’ State Insurance Act 1948.**
  - (h) Self-Certificate duly signed by the agency that Agency is not currently black listed by any other Central Govt./State Govt./Public Sector Undertaking.
  - (i) That none of the relative of agency is working in NOIDA GOLF CLUB SOCIETY (Regd.). Yes/No
8. I agree to the terms and condition as mentioned in the Tender Notice No:D-32011/03/2012-GS issued by the NOIDA GOLF CLUB SOCIETY (Regd.)

Signature of the bidder with date

Name:

Name of the Agency

Office Seal

**Annexure-II**

**PRESCRIBED PERFORMA FOR FINANCIAL BID (Security Guard and Supervisor)**

Having examined the bidding documents and having submitted the technical bid for the same we, the undersigned, hereby submit the Price Bid for providing the Security Services at NOIDA GOLF CLUB SOCIETY (Regd.) at, Noida in conformity with the said bidding document at the prices and rates mentioned in the enclosed offer. The Price quoted by us for the Scope of Work detailed in the bid document is as below: The rates shall be given for 8 hrs & 12 hrs shift and should include the following with values indicated against the same

	Quantity	Rates per person/ Per Month	Total Amount Per Month
Monthly Wages			
PF Contribution (Employer)			
ESI Contribution (Employer)			
Sub Total			
Administrative cost & Service Charge (of the firm) It is mandatory to attach the detailed breakup and justification of the administrative charges quoted in the bid)Service Charge (of the firm)			
GST			
Grand Total			
Uniform Allowance (payable by whom & what amount)			
Gratuity (if applicable)			
Bonus (if applicable)			
Please indicate monthly take away wages for each Guard & Supervisor (excluding deductions if any)			
Compensatory allowance for holidays and National Holidays			
Please indicate if the service providing agency will use gadgets/any devices for Security purposes and who will bear the cost of the devices and what will be the cost incurred on the same			

**Please note financial bid without detailed breakup and justification for the quoted rates on a separate sheet will be rejected)**

**Signature of the bidder**

**Annexure-II**

**PRESCRIBED PERFORMA FOR FINANCIAL BID (House Keeper and Supervisor)**

Having examined the bidding documents and having submitted the technical bid for the same we, the undersigned, hereby submit the Price Bid for providing the Housekeeping Services at NOIDA GOLF CLUB SOCIETY (Regd.) at, Noida in conformity with the said bidding document at the prices and rates mentioned in the enclosed offer. The Price quoted by us for the Scope of Work detailed in the bid document is as below: The rates shall be given for 8 hrs shift and should include the following with values indicated against the same

	Quantity	Rates per person/ Per Month	Total Amount Per Month
Monthly Wages			
PF Contribution (Employer)			
ESI Contribution (Employer)			
Sub Total			
Administrative cost & Service Charge (of the firm) It is mandatory to attach the detailed breakup and justification of the administrative charges quoted in the bid)			
GST			
Grand Total			
Uniform Allowance (payable by whom & what amount)			
Gratuity (if applicable)			
Bonus (if applicable)			
Please indicate monthly take away wages for each Guard & Supervisor (excluding deductions if any)			
Compensatory allowance for holidays and National Holidays			
Please indicate if the service providing agency will use gadgets/any devices for Security purposes and who will bear the cost of the devices and what will be the cost incurred on the same			

**Please note financial bid without detailed breakup and justification for the quoted rates on a separate sheet will be rejected)**

**Signature of the bidder**