

QUOTATION NOTICE**Sub: Engagement of Security Guards (Ex-Servicemen Only) under Minimum Wages Act- reg.**

Sealed quotations are invited in two bid system (Technical Bid & Financial Bid) from reputed agencies for engaging physically fit Security Guards (Ex-Servicemen Only) of age below 60 years for round clock security 08 hours duty for a period of one year without break (02 persons/8 hours duty) for 24 hours for CCRI, Coir Board Complex, Kalavoor (total 6 persons) and one person/8 hours duty for 16 hours per day (total 2 persons) for the International Coir Museum, Coir Board Complex, Kalavoor, Alleppey on contract basis. The monthly rates of minimum wages are to be quoted adhering to the Minimum Wages Act of Govt. of Kerala for the works in a calendar month. The rate quoted should ensure that all benefits viz. ESI, PF etc are to be paid in respect of the personnel without fail as per the Minimum Wages Act of Government of Kerala. Proof of payment of all the benefits should be produced every month to the Office otherwise the contract will be liable for termination.

The technical bid in a separate cover should contain the following:

1. EMD of Rs. 35,000/- in the form of Demand Draft drawn on any nationalized bank in favour of Secretary, Coir Board payable at Alappuzh/Kalavoor.
2. A detailed profile of the agency with all essentials and previous experience in the field with supporting documents.
3. Self attested copy of the valid registration certificate from the Labour Office.
4. Self attested copy of the valid license to engage in the business of security agency.
5. Self attested copy of the G.S.T Registration, PF Registration, ESI Registration and PAN Card.

6. Income tax clearance certificate and audited financial statements for the last 3 years.

The financial bid in a separate sealed cover should contain the rate quoted per month per security guard adhering to the Minimum Wages act of Govt. of Kerala. Any other charges, taxes etc.. should be shown separately.

The successful bidder will be liable to remit an amount equal to the quoted amount for one month as security deposit and to execute a mutual agreement on a non judicial stamp paper worth Rs. 200/- at their own expenses. The technical bid and financial bid in separate sealed cover shall be enclosed in a sealed cover superscribing "Quotation for Security Guards" should reach to the Director, RDTE, CCRI, Coir Board, Kalavoor, Alleppey on or before 3 PM on 25.08.2017. The quotation will be opened on the same day at 4 PM in the presence of the renderers if any present.

The Secretary, Coir Board reserves the right to accept or reject any quotation without assigning any reason, what-so-ever.



DIRECTOR RDTE,
COIR BOARD, CCRI,
KALAVOOR