



# BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY

Dhanbad, Jharkhand - 826004

E-mail:- [registrarbbmku@gmail.com](mailto:registrarbbmku@gmail.com)

Ref. No. BBMKG/CCDC/F- 158/R/ 1360 /2023, Dhanbad

Date 03/08/2023

## TENDER DOCUMENT

### FOR

### SUPPLY OF "SECURITY GUARD / SKILLED, SEMI-SKILLED & UNSKILLED MANPOWER/HYGINE & SANITATION WORKERS"

### AT

### BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY

Bhelatand, Dhanbad- 826004

### JHARKHAND

S. No	Particulars	Details
1.	Name of the Job	SUPPLY OF "SECURITY GUARD / SKILLED, SEMI-SKILLED & UNSKILLED MANPOWER/HYGINE & SANITATION WORKERS"
2.	Tender Fee	Tender Fee: Rs. 5000/- (Five Thousand Only) (Non-Refundable)
3.	Date of receipt of tender form	04.08.2023 (Friday) to 11.08.2023 (Friday) 5.00 P.M.
4.	Date of Publication of Tender in Newspaper	04.08.2023 (Friday)
5.	Date of Start of Submission of Bids	12.08.2023 (Saturday) 10.30 A.M.
6.	Last Date/Time for submission of bids	18.08.2023 (Friday) upto 5:00 P.M.
7.	Total Period for submission of bids.	07 Days
8.	Date & Time of Technical bid Opening.	19.08.2023.(Saturday) at 3:00 P.M.
9.	Date & Time of Financial bid Opening	21.08.2023 (Monday) at 3.00 P.M.
10.	Likely date for commencement of Contract	01.09.2023
11.	Earnest Money Deposit (EMD)- Refundable to unsuccessful bidder	₹ 10,00000.00 (Rs. Ten Lakh only)
12.	Period of Contract	01 year
13.	Tender Value	₹ 02,29,71,600/- (Two Crore twenty nine lakh seventy one thousand six hundred only) (approx.)
14.	Venue	Office of The C.C.D.C. Binod Bihari Mahto Koyalanchal University, Dhanbad- 828130 Mob: 9431612235

*K. Anshu*  
03/08/2023  
Registrar  
BBMKU, Dhanbad



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## Eligibility Criteria

- Minimum Annual Average turnover for the last 03 financial years Fy.- 2021-22, 20-21, 19-20 is Rs. 05 Crore. A certificate from practicing Chartered Accountant for annual Average turnover certificate is required. Copy of audited profit and loss account, balance sheet from practicing Chartered Accountant for the last 03 financial years Fy.- 2021-22, 20-21, 19-20 must be required.
- Copy of Income Tax Return for last 03 financial years Fy.- 2021-22, 20-21, 19-20 must be required.
- Agency must be experienced in providing manpower services to five State Government department/ Offices or five Central Government department/ Offices for at least five years as on 31.03.2023. Copy of five work completion certificate from competent authority along with relevant work order must be required.
- Agency must be registered under Company Act or LLP Act along with GST Act, EPF, ESI or other labour Act, Jharkhand Professional Tax Act and ISO Act. Copy of all registration certificates along with copy of all return for latest 03 continuous months must be enclosed along with all necessary documents.
- Agency must provide Gun Man having registered Arm Licensed from Jharkhand Government.
- Agency must submit Copy of PAN Card along with latest Bank Statement last 01 month.
- L-1 of the tender will be decided by the selecting committee of the University based on service charge, aggregate average annual turnover, and experience criteria.
- Agency must enclose copy of work order at least three running Contract of Similar nature in State Government department/ Offices or Central Government department/ Offices.
- Agency must have a branch or head Office in Jharkhand; proof of such must be deposited. (Registration Certificate)
- Agency should have not been debarred/ black listed/ should have not been terminated by any Central/ State Government Departments or Offices during last 10 years from the last date of submission of bid and affidavit of original (on non-judicial stamp paper duly notarized) to this effect shall be given by the agencies .
- The agency must submit the complete self-attested tender document in all respects.
- The agency must submit the Earnest Money Deposit (EMD) of ₹ 10,00000.00 (Rs. Ten Lakh only) in the form of D.D. drawn in favour of "Registrar, Binod Bihari Mahto Koyalanchal University, Dhanbad".
- Preference will be given to the company situated in Jharkhand only.

*K. Anshu*  
03/08/2023  
Registrar  
BBMKU, Dhanbad





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Dhanbad, Jharkhand - 826004

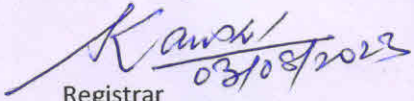
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Ref. No. BBM KU/CCDC/F- 158/R/ 1360 /2023, Dhanbad

Date 03/08/2023

## GENERAL INSTRUCTIONS

- The contract will be initially for a period of 01 (one) year likely to commence from 01.09.2023 which may be renew for next year subject to satisfactory performance of service. Registrar, BBM KU, Dhanbad, however, reserves the right to terminate/curtail the full/part contract at any time after giving one month prior notice to the selected service providing agency owing to deficiency of services, sub-standard quality of manpower deployed, breach of contract, non-adherence to statutory duties/obligations, etc.
- BBM KU has initial requirement for manpower which may increase or decrease depending upon the requirement during the contract period. The agency must, in this respect, comply fully with the instructions of the Registrar.
- The interested agency may submit the tender document complete in all respects along with Earnest Money Deposit (EMD) of ₹ 10,00,000.00 (Rs. Ten Lakh only), in the form of D.D. drawn in favour of "Registrar, BBM KU" payable at Dhanbad up to 05:00 P.M. dated 18.08.2023, in the tender box kept in the C.C.D.C. Office. EMD is to be enclosed in the envelope marked Technical Bid for Providing security guard / skilled, semi-skilled & unskilled manpower / hygiene & sanitation workers for BBM KU". EMD for unsuccessful bidders would be returned without interest within 45 (Forty-five) days of opening of Technical bids. The tenders will not be accepted beyond stipulated date and time frame and without EMD under any circumstances what so ever.
- University reserve the right to cancelled the tender at any time without prior notice.
- Maximum Service Charge: up to 08%.
- Payment will be made agency bank account shown in the Tax Invoice after deducting statutory levies @ 2% as TDS under Income Tax Act and GST Act as applicable from time to time.
- The Agency must submit original Tax Invoice monthly along with attendance sheets dully attested.
- No other Charge will be paid under any circumstances.
- Yearly increment of fixed wages of employee will be increase maximum to 500.00 (Five hundred) per month after satisfactory completion of one year.
- The successful bidder will give the Letter of Intent (LOI) for the contract and shall communicate its acceptance within seven working days for executing the contract.
- Selected agency will go through an agreement with the University after completion of the tender.

  
Registrar  
BBM KU, Dhanbad

**BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY****Dhanbad, Jharkhand - 826004****E-mail:- [registrarbbmku@gmail.com](mailto:registrarbbmku@gmail.com)**Ref. No. BBM KU/CCDC/F- 158/R/ 1360 /2023, DhanbadDate 23/08/2023**PROFORMA FOR FINANCIAL BID**

(To be put in separate sealed envelope)

BBMKU, Dhanbad has worked out and fixed the rate for personnel to be deployed against the various positions which the Agency is required to pay on a monthly basis to each of the personnel deployed in BBM KU, Dhanbad during the contract period not below the amount mentioned against the description heads. The Agency is required to submit a price bid in the following format only.

S. No	Description	Category of worker	No of heads	Total fixed (Basic Wage + V.D.A. in Rs.	Total Amount monthly	Total Amount in Rs.-Yearly
1	Skilled	MTS, Supervisor, STP Operator & Driver	30	20,000/-	6,00,000/-	72,00,000/-
2	Skilled	Gun-Man	05	21,000/-	1,05,000/-	12,60,000/-
3	Semi-skilled	Carpenter, Electrician, Plumber & Security Guard	26	16,500/-	4,29,000/-	51,48,000/-
4	Un-Skilled	Peon, Cook, Mali, Sweeper	51	15,300/-	7,80,300/-	93,63,600/-
			Total 112 (Approx.)			
			Total (Excluding all taxes)			02,29,71,600/-

Authorized Signatory \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Signature of authorized person Full name:

Date:

Place:

Seal





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## POST WISE MANPOWER REQUIREMENT TO BE DEPLOYED

SL.NO.	NAME OF POST	AGE LIMIT	QUALIFICATIONS	EXPERIENCE	CATEGORY	NO. OF MANPOWER REQUIRED
1	MTS (Computer Operator)	18-37 years	Graduate with DCA, Knowledge of Tally, Typing in Hindi & English	03 years	Skilled	20
2	Supervisor	18-37 years	Graduate	03 years	Skilled	3
3	STP Operator	18-37 years	ITI and experience in operation of Pumps and Chlorin.	03 years	Skilled	3
4	Driver	18-37 years	Matric plus Driving License	03 years	Skilled	4
5	Gun-Man	18-30 years	Matric with license gun	03 years	Skilled	5
6	Carpenter	18-30 years	ITI in Carpenter Trade	03 years	Semi-Skilled	1
7	Electrician	18-37 years	Matric plus ITI in Electrical Trade	03 years	Semi-Skilled	3
8	Plumber	18-37 years	Matric plus plumbing wor006B	03 years	Semi-Skilled	1
9	Security Guard	18-30 years	Matric plus working as guard	03 years	Semi-Skilled	21
10	Peon	18-37 years	Matric	03 years	Un-Skilled	26
11	Cook	18-30 years	7th Pass	03 years	Un-Skilled	2
12	Mali	18-30 years	7th Pass Plus knowledge of Gardening	03 years	Un-Skilled	5
13	Sweeper	18-30 years	7th Pass	03 years	Un-Skilled	18
					<b>TOTAL</b>	<b>112</b>

*K. Anshu*  
03/08/23  
Registrar  
BBMKU, Dhanbad