



GAYA COLLEGE, GAYA

(A Constituent Unit of Magadh University, Bodhgaya, Bihar, India)

Short Term Tender Notice No. 03/2024 dated 25.11.2024

Sealed tenders are invited by the undersigned up to 23.12.2024 till 02:00 pm from registered and authorized service providers for outsourcing the need-based services of Grade IV Employees (Sweepers/Cleaners, Office/Lab Peon, Computer Operator, Gardener and Security Guard) at Gaya College, Gaya. The tender shall be opened on the same date at 03:00 pm. The service provider should have valid Registration Number of the Agency/Firm/Society, Service Tax Registration Number, Provident Fund Registration Number, ESI Registration Number, MSME Certificate, License under Contract Labour Act and ISO Certificate. Society empaneled from DGR shall be given priority.

The details of tender documents along with the terms and conditions may be downloaded from the website of the institution (<http://gayacollege.ac.in>) and may be submitted through registered post/speed post/ courier/ hand to hand. Non-refundable Tender document fee of Rs. 1500/- (Cash/DD) and refundable EMD of Rs. 50,000/- (Demand Draft drawn in favour of Principal, Gaya College, Gaya) shall be deposited along with relevant documents failing which tender shall not be entertained.

Any further details/clarifications related to the notice/terms & conditions may be obtained from college office during working hours. Furthermore, interested firms are also advised to visit college website <http://gayacollege.ac.in> or/and college notice board frequently.

The undersigned reserves the right to reject any/all quotations without prior notice/reason thereof.

Sd/-

Principal
Gaya College, Gaya

Memo No :

PR/727/2024

Dated: 25.11.24

Copy forwarded to:

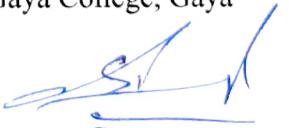
1. Nodal Officer, Gaya College, Gaya to manage the uploading of the above notice on the college website and to display it on the college notice board.
2. The Editor, Son Varsha Vani & Navbihar Times Daily Newspaper with request to publish the above notice in minimum space.
3. S.O. General Section, Gaya College, Gaya.
4. Accountant, Gaya College, Gaya.

25.11.2024

Principal
Gaya College, Gaya

Terms and Conditions

1. Submitted bids will constitute two parts namely, Technical Bid and Financial Bid. Tender Fee and EMD may be kept in separate envelope.
2. Postal delay will not be considered leading to rejection of received tender thereof.
3. The finalized Agency/Society/Firm is required to submit an Acceptance Letter and sign an agreement on a non-judicial stamp paper of Rs. 1000/- (One Thousand Only) with Gaya College, Gaya.
4. Quoted rates shall be inclusive of all taxes including ESI, EPF, GST, Service charges.
5. Applicable TDS as on date shall be deducted from the bill.
6. Monthly bill shall be presented and payment shall be done after due verification.
7. Tenders with revised/modified offered rates after opening of the same will be summarily rejected.
8. Tender is non-transferable. Only one tender shall be submitted by one agency.
9. Earnest Money of Rs. 50,000/- (Rupees fifty thousand only) can be forfeited in case of non-completion/part-completion/ delayed completion of services unless permitted in writing by the competent authority.
10. Society/Agency/Firm should possess adequate experience of guarding and handling electronic/non-electronic gadgets.
11. Apart from providing security services, the employees of Society/Agency/Firm should be capable of monitoring traffic safety, parking, trespassing and firefighting etc.
12. The employees of Society/Agency/Firm should be of sound health and good character.
13. All personnel should have working knowledge of Hindi/English.
14. All personnel shall wear neat, clean and tidy uniform during rendering their services to the institution.
15. The employed personnel shall carry valid ID Card issued by the Agency/Society/Firm.
16. None of the deputed personnel/staff shall be a minor.
17. This office reserves all rights to reject any bid including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific bid. The decision of the office in this regard shall be final and binding.


25.11.2024
Principal
Gaya College, Gaya

25/11/24