

VISVA-BHARATI SANTINIKETAN



TENDER NOTICE

NIT No. – VB/WW/168/ 2017-18

Date – 17/11/2017

Sealed Tenders are invited from reputed Farms / Agencies with sufficient experience, financial capability and having proper and requisite resources for execution of the work noted below:

Name of the work : Engagement of a ‘Trained Guard Dogs Squad’ comprising of 03 (Three) nos. of Guard Dogs with ‘Experienced Handlers’ in Visva-Bharati (A Central University) Campus, Santiniketan, Birbhum, West Bengal.

1) Tender paper : Tender Paper can be downloaded from Visva-Bharati Web-site. A demand Draft of Rs. 1,000/- (Rupees One Thousand Only) drawn in favor of the Account Officer, Visva-Bharati payable at State Bank of India, Santiniketan Branch (2121) as the Cost of Tender Paper has to be enclosed. No Tender Paper will be issued by Post / By Hand.

2) Scope of work : Protection & Guarding of Visva-Bharati’s Properties and lives of Staffs / Students / Guards / Guests of this University as applicable.

3) Quantity :03 (Three) nos. of Trained Guard Dogs (preferably one Sniffer Dog among these three) with Experienced Handlers for 08 (Eight) Hrs. (9pm to 5am) duty per day for each Dog with Handler. Dogs should be only from following breeds: - German shepherd, Doberman, Boxer Bullmastiff, and Rottweiler.

DATE OF RECEIPT / OPENING OF TENDER DOCUMENTS

(i) Date of Receipt of Tender Paper : 17/11/2017 to 15/12/2017 (up to 1300 hrs.) during working days & working hours at Watch and Ward office, Visva-Bharati

(ii) Opening of Tender : 1530 Hrs. of 15/12/2017

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PART – I (TECHNO-COMMERCIAL & EMD PART):- Documents should be submitted

- (a) **Earnest Money** :Rs. 50,000/- (Rupees Fifty Thousand only) in form of “Pay Order / Demand Draft / Bank Guarantee” to be drawn from any Nationalized Bank in favour of “The Account Officer, Visva-Bharati” payable at Santiniketan. Without Earnest Money no Tender will be considered as valid.
- (b) **Documents to be submitted** : Valid Trade License, PAN card, Service Tax (for previous years), GST No., Dog Immunization Certificate from a registered Veterinary Surgeon, Bio-data of the Dogs.
- (c) **Experience:** i) Credential of experience for providing Dogs with Handlers for at least 04 (Four) Dogs in a single Work Order in any Govt. Organization / Multinational Companies / reputed Organization to be attached. The Farm / Agency should have 5 years experience in this business. Presently the Agency should at least 15 Dogs in their roll (deployment details may be mentioned).

**NIT duly signed must be enclosed with the tender documents as a token as acceptance.

PART-II (FINANCIAL PART) submitted in a separate sealed cover

- i) The rate should be submitted on monthly basis deployment of each dog with handler for 08 (Eight) hrs. duty per day.
- ii) 02 (Two) envelopes (Part-I & Part-II) should be put into another bigger sealed envelope addressed to Chief Security Officer, Visva-Bharati mentioning the name of the Farm / Agency written clearly.

**** The Financial Part of Bidders will be opened only after Qualifying the part-I.**

TERMS AND CONDITIONS:-

- a) The instructions passed by Chief Security Officer, Visva-Bharati or any other competent authority of this University has to be abide by the Farm / Agency and their Staff at site of operation.
- b) Replacement of Dogs or Handlers in case of sick or otherwise must be made available immediately so as to maintain the continuity of work.
- c) Post / Place / Area must not be unattended during the time of duty.
- d) It is to be ensured that no Employee / Workman / Contractor Labour or authorized person should have attacked by the Dog and if any such injury happens, the responsibility of treatment or compensation to be borne by the Farm / Agency.
- e) The Torch & Torch Cells, shoes and uniform of Handlers should be provided by the Farm / Agency.
- f) The list of Dogs and Handlers should be submitted to the Security Department (Watch and Ward) with full Bio-data for keeping record of the same.
- g) Every Dog and its Handler should possess good physique and should have professionally expertise. All the Dogs should be within the age group of 08 (Eight) Months to 24 (Twenty Four) Months.
- h) The Immunization Certificate and Date of Birth Certificate of Dogs from qualified physicians are to be attached with the Bio-data of each Dog.
- i) In case of report of any theft or mischief from any of the post, the amount of theft / loss of the University if any, will be realized from the pending / succeeding bills of the Farm / Agency.
- j) A Kennel is already available at University premises if required, the Agency can modify it as per their choice by the own arrangement.
- k) Cost of Electricity used in the Kennel will be recovered from the Farm / Agency.
- l) Monthly Bill in triplicate (Two copies for Visva-Bharati) shall be raised by the Farm / Agency by 7th of each month with details of attendance to the office of the Chief Security Officer, Visva-Bharati. After checking and verification of the bills, the bills will be released for payment from the Account Office, Visva-Bharati.
- m) The contract will be terminated in case of unsatisfactory performance as may be considered by the competent authority and in that case Earnest Money and penalty will be imposed @ 8% on the bill.
- n) All Statutory Payments for Handlers and expenditures of Dogs should be borne by the Farm / Agency.
- o) In case of any dispute arising or relating to the executing of operation of contract complains on work instructions and other incorporation of Schedule of Work terms & conditions the matter will be settled through arbitration and the Sole Arbitrator would be appointed by Visva-Bharati (A Central University) as per Law of the Land. The Award of the Arbitrator shall be final and binding on both the parties.

(Supriya Gangopadhyay)
Chief Security Officer (Offg)
Visva-Bharati
On behalf of Tender Committee