

**Security Section,**  
**Indian Agricultural Research Institute**  
**New Delhi-110012**

No.14-41/2019/Security

Dated :08/10/2020

**CORRIGENDUM**

**Subject :Watch & Ward Services on contractual basis at ICAR-IARI, New Delhi**

With reference to Tender ID 2020\_DARE\_584705\_1 Dated 18.9.2020 the following changes/amendments are made in the original tender documents after pre bid query received online via e-mail: [securitycell@iari.res.in](mailto:securitycell@iari.res.in) upto 28.9.2020 at 4.00pm.

SL. No.	For	Read
1.	Annexure-1 E-Procurement Tender Notice, Point No. 2 Tender schedule- page 02 of tender document  Last date & time for submission of bid : 12.10.2020 / 11:00 A.M.	Annexure-1 E-Procurement Tender Notice, Point No. 2 Tender schedule - page 02 of tender document  Last date & time for submission of bid : 21.10.2020 / 11.00 am.
2.	Annexure-1 E-Procurement Tender Notice, Point No. 2 Tender schedule-page 02 of tender document  Date & time for opening of technical bid : 13.10.2020 / 3:00 P.M.	Annexure-1 E-Procurement Tender Notice, Point No. 2 Tender schedule-page 02 of tender document  Date & time for opening of technical bid : 22.10.2020 / 3:00 P.M.
3.	Annexure- II INSTRUCTIONS TO BIDDERS Point No. 4. Delivery of tender: 4.1- page 04 of tender document  Tenders should be uploaded by the bidder in same/different covers as per CPP portal format and hard copy only of EMD must be sent by post addressed to Administrative Officer, (Security), IARI, New Delhi to authenticate the genuineness of documents uploaded. If the scheduled date is declared as holiday, the delivery of tender and opening will be on next working day at the same time.	Annexure- II INSTRUCTIONS TO BIDDERS Point No. 4. Delivery of tender: 4.1- page 04 of tender document  Tenders should be uploaded by the bidder in same/different covers as per CPP portal format and hard copy only of EMD must be sent by post addressed to Administrative Officer, (Security), Room No. 45 Directorate, IARI Pusa Campus, New Delhi-110012 to authenticate the genuineness of documents uploaded. If the scheduled date is declared as holiday, the delivery of tender and opening will be on next working day at the same time.
4.	General Terms & Conditions for The Security Services Point No. 8 page 19 of tender document  The agency shall provide Communication Facilities (walky-Talky to all the supervisors), Metal Detector(at all the three main entrance of the campus);Lathi, torch, uniform, whistle (to all the security personnels).	General Terms & Conditions for The Security Services Point No. 8 page 19 of tender document  The agency shall provide Communication Facilities (15 number of walky-Talkies), 05 number of hand held Metal Detectors ;Lathi, torch, uniform, whistle (to all the security personnels).

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	<p>One four wheeler round the clock FOR patrolling(which may be used by IARI staff as well) and One motorbike to each security supervisor on duty must be compulsorily provided for smooth functioning of Security Services. Institute will not bear any additional cost on account of their fuel maintenance and any other associated charges.</p>	<p>One four wheeler round the clock FOR patrolling(which may be used by IARI staff as well) which shall run approx. forty kilometre per day and 03 motorbikes for security supervisors on duty which shall run approx. fifty kilometre per day each, which must be compulsorily provided for smooth functioning of Security Services. Institute will not bear any additional cost on account of their fuel maintenance and any other associated charges.</p>
5.	<p>General Terms &amp; Conditions for The Security Services Point No. 3 page 19 of tender document</p> <p>The watch &amp; ward shall be round the clock and 7 days of the week and can be changed as per requirement of the first party from time to time.</p>	<p>General Terms &amp; Conditions for The Security Services Point No. 3 page 19 of tender document</p> <p>The watch &amp; ward shall be round the clock and 7 days of the week and can be changed as per requirement of the first party from time to time.</p> <p>Also, During a month a number of holidays/second Saturday/Sundays occur, during which the requirement of security guards is limited to the extent of about 60%.The firm shall be paid as per requirement of security guards as raised by the 1<sup>st</sup> party for holidays/second Saturday/Sunday.</p>
6.	<p>Annexure-II, Point No. 7.3 –page 05 of tender document</p> <p>(7.3) The service charges quoted should be more than 5% on gross billing of the quoted minimum wages as per latest gazette notifications exclusive of EPF, ESI &amp; VDA for 365 days. GST shall not be covered in agency commission. If it is not more than 5%, bid shall be rejected. Service Charges shall be quoted in percentage only (more than 5%upto two decimal point ) and not in rupees or paise.</p>	<p>Annexure-II, Point No. 7.3 –page 05 of tender document</p> <p>(7.3) The service charges quoted should be more than 5% on gross billing of the quoted minimum wages as per latest gazette notifications exclusive of EPF, ESI &amp; VDA. GST shall not be covered in agency commission. If it is not more than 5%, bid shall be rejected. Service Charges shall be quoted in percentage only (more than 5%upto two decimal point ) and not in rupees or paise.</p>
7.	<p>Annexure IX (Financial Bid) NotePoint No. (1) – Page 29 of tender document</p> <p>The service charges quoted should be more than <u>5%</u> on gross billing of the quoted minimum wages as per latest gazette notifications exclusive of EPF, ESI &amp; VDA for 365 days. If it is not more than <u>5%</u>, <u>bid shall be rejected</u>.Service Charges should be quoted in percentage only (more than 5%upto two decimal point) and not in rupees or paise.</p>	<p>Annexure IX (Financial Bid) NotePoint No. (1) – Page 29 of tender document</p> <p>The service charges quoted should be more than <u>5%</u> on gross billing of the quoted minimum wages as per latest gazette notifications exclusive of EPF, ESI &amp; VDA. If it is not more than <u>5%</u>, <u>bid shall be rejected</u>.Service Charges should be quoted in percentage only (more than 5%upto two decimal point) and not in rupees or paise</p>

The other terms and condition of tender document remains same as per original tender document.

  
 Asstt. Administrative Officer. (Security)

**REPLY TO THE PRE BID QUERIES**

Tender No. ID 2020\_DARE\_584705\_1 Dated 18.09.2020

**(Watch & Ward Services on contractual basis at ICAR-IARI, New Delhi)**

The last date of the pre bid query received online via e-mail: [securitycell@iari.res.in](mailto:securitycell@iari.res.in) upto 28.9.2020 at 4.00pm. Total eleven queries have been received.

The downloaded queries from online via e-mail: [securitycell@iari.res.in](mailto:securitycell@iari.res.in) reply have been tabulated as below :-

Sl. No.	Ref. Clause page no. of the Tender	Clarification being sought by the bidders	Clarification	Remarks
1.	Annexure -II	Point No.1	a) We are MSME & NSIC holders, EMD is exempted. We want to know whether Cost of Bid will be payable or not ? If not, do we need to submit the hard copy of MSME & NSIC prior to uploading the tender.	No, firm/agency need to submit the document in e/online form only. In addition to this MSME & NSIC certificate with mandatory limit should be valid as on date of opening of the tender.  EMD/Cost of Bid shall be as per guidelines of Ministry of MSME/GFR 2017.
	Annexure -II	Point No.7 7.1	b) Is Bonus Mandatory?	This shall not be considered while evaluating the bid. The Bidder shall follow all statutory liabilities as contained in respective Act.
	-	-	c) Is the Tender documents as published need to be uploaded after Signature and Stamp for acceptance of terms & Conditions?	Yes, Tender documents should be signed.
2.	Annexure -IV	Point No.14	Refer Pre-requisite for Qualification of the Service Contract, Sl. No. 14 which states that Bank Solvency Certificate Should be Rs. 3.00 Crores. It Seems to be Very high, therefore it is kindly requested to reduce this limit to Rs. 1.00 Crore.	No, Qualification at Sl. No. 14, Page No. 12 is as per the nature and requirement of the tender/service.
	Annexure -IV	Point No.14	Solvency is more than even security money as well as one month billing amount.	No, Qualification at Sl. No. 14, Page No. 12 is as per the

				nature and requirement of the tender/service.	
	Annexure -IV	Point No.14	Fee for issuing the One Crore bank solvency from concerned bank is approx. 1 lakh, which is quite high. In order to procure three crore solvency, agency have to pay hefty amount.	No, Qualification at Sl. No. 14, Page No. 12 is as per the nature and requirement of the tender/service.	
3.	Annexure -II	Page No. 3 Point No. 1.1 to 1.8	Would like to inform you about my MSME Certificate as we are holding kindly check and reply my certificate is valid or not against the EMD as Exemption is allowed as per Annexure-II, Para No. 1.8, Page no. 3 in Tender documents. MSME Certificate has been enclosed by me, the same kindly find an attachment.	Please see page No. 3 Points 1.1 to 1.8 of Tender Document.	
	Annexure -II	Page No. 3 Para 1.1	Second query is, It is mentioned on Page no. 4, Annexure-II, its Para No. 4.1 that Hard copy only of EMD must be sent by post addressed to Administrative Officer, (Security), IARI, New Delhi:.....- Now We want to know that can we submit the Hard copy of EMD physically as by hand? Kindly allow by hand too issuing a corrigendum.	Para 1.1 (page 3)  By hand or by post at "Administrative Officer (Security), Room No. 45, Directorate, IARI Pusa Campus New Delhi-110012, In case of exemption qualifying documents for EMD need not to be submitted in hard copy.	
	Annexure -XIV	-	Third query is, Integrity Pact as Annexure-XIV:- We have to submit duly filled by us on Stamp Paper or on Company Letter Head or this is for a successful bidder.	Yes, Integrity Pact as Annexure XIV need to submit on non judicial stamp paper of Rs.10/- (rupees Ten only)	
4.	Annexure -IV	Page No. 13	The marking for technical qualification at para 2 appears to be done to facilitate the company with maximum number of years, thus depriving many companies to compete this tender. This is not only contradictory NIT itself but also against the CVC guidelines. So, in the interest of justice and fair competition the marking system should be justifiable one, where small and medium companies should also get equal	The marking system has been arrived after considering all relevant factors and nature of services. Hence, no change is agreed.	

			<p>opportunities to compete the tender. Similarly, sub-head 4 of page 13 of the criteria, ISO Certification is asked for 5- 10 years and 10 years and above. This criterion of ISO Certification for 5-10 years is very discouraging and depriving small and medium companies who are trying to make some progress and participate in such tenders. It seems that the institute is discouraging the companies who have ISO certificates for less than 5 years or those companies who had established during last five years.</p>		
5.	Annexure IV	page no. 12 column -8	<p>Firstly, your kind attention is invited at page no. 12 of 40 Annexure IV column 8, in this column the marking system is given in such a way that the maximum marks is with the companies, who are providing the services for the fast 15 years. This is absurd and mala-fide and contradictory NIT itself. In the interest of justice and fair competition, the marking system should be reasonable one. Suggested marking for experience recommended is:</p> <ul style="list-style-type: none"> <li>• 3 years &amp; upto 4 years 10</li> <li>• 4 years &amp; upto 5 years 15</li> <li>• &gt; 5 years &amp; upto 7 years 20</li> <li>• &gt; 7 years and above 25</li> </ul> <p>Similarly, under sub-head 4 of page 13 of 40 the criteria, ISO Certificate is asked for 5-10 years and 10 years and above. In this context, it is to state that ISO certification is initially awarded for 3 years only, after which it is required to be renewed every year. The criteria of ISO Certification for 5-10 years are very discouraging and depriving many companies who are trying to come up and participate in such tenders. This is clear indication that the institute is</p>	The marking system has been arrived after considering all relevant factors and nature of services. Hence, no change is agreed.	

			<p>discouraging the entities who have ISO certificates for less than 5 years or those entities who had established during last five years. Both criteria are against the principle of natural justice and depriving many new companies with vast experience in lesser years. Since, the service charges to be given on percentage basis, all companies will be giving the same price in the financial bid. Due to this many companies having less years of experience will not be in position to participate further in the tender process as it will be out of process at the initial stage only.</p> <p>Also, the tender notice is silent on Joint Venture or Consortium, which can facilitate the small and medium companies to participate and compete this tender. The inclusion of clause of Joint Venture or Consortium will certainly help small and medium companies with fair and just competition.</p> <p>This tender clearly de-promote many small and medium companies, as their technical marks shall always be on the lower side and these companies can never get any work.</p>		
6.	Annexure IV	page no. 12 column -8	<p>Firstly, your kind attention is invited over column 8 of Annexure IV, which says, "SCANNED COPIES OF PROOFS OF MINIMUM LAST THREE FINANCIAL YEAR'S i.e. 2017-20 CONTINUOUS EXPERIENCE OF THE FIRM IN THE FIELD OF PROVIDING SUCH SEVICE IN CENTRAL GOVT./ SEMI-GOVT./ ESTABLISHMENTS/ AUTONOMOUS BODIES/ CORPORATIONS/ REPUTED PSU WITH DETAILS IN ENCLOSED TABULAR FORM IN CHRONOLOGICAL ORDER AND SCANNED COPIES OF THE SATISFACTORY</p>	<p>The marking system has been arrived after considering all relevant factors. Hence, no change is agreed.</p> <p>In addition to this, ISO Certification requirement are must as per Tender document and joint venture has not been allowed.</p>	

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			<p>SERVICES WHERE THE TENDER IS PROVIDING THE SERVICES FOR EACH OF THE LAST THREE OR MORE FINANCIAL YEARS". Here, the marking system is done to deprive SMEs with mala-fide intention and in contradiction to NIT. In order to have fair competition, the marking system should be such, so that maximum number of companies can participate in tender process.</p> <p>Secondly, under technical qualification ISO Certificate for 5-10 years and above 10 years is very discouraging and depriving small and medium businesses whereas, having ISO certification should be enough to make the companies eligible for the contract.</p> <p>Moreover, service charges are required to be quoted on percentage basis only and all the companies will quote the same percentage in the financial bid. This condition will facilitate the companies having 15 or more years of experience in getting maximum marks and the companies having lesser years of experience will be out of tender participation. As such in the interest to Principle of Natural Justice, it is suggested that companies may be allowed to participate in the tender with Joint Venture.</p>	
7.	Annexure IV	page no. 13	<p>Column 2 under head Criteria at page no. 13 states: " Experience of the firm in security service business (upon submission of satisfactory performance )</p> <ul style="list-style-type: none"> <li>• &gt; 3 years &amp; up to 5 years : 05 marks</li> <li>• &gt; 5 years &amp; up to 7 years : 10 marks</li> <li>• &gt; 7 years &amp; up to 10 years : 15 marks</li> <li>• &gt;10 years &amp; up to 15 years :</li> </ul>	<p>The marking system of experience of the firm in security service and required years of ISO certificate has been arrived after considering all relevant factors. Hence, no change are agreeable.</p>

		<p>20 marks</p> <ul style="list-style-type: none"> <li>• &gt;15 marks : 25 marks</li> </ul> <p>As per the above criteria the companies who are having existence of above 3 years but less than 5 years have been awarded 05 marks, while the companies whose existence is more than 15 years will get 25 marks. From this huge differentiation, you can see that the companies, whose existence is less than 15 year will not be in the position to compete with the companies having existence for more than 15 years. Since, the tender is on percentage basis, all companies for more than 15 years. Since, the tender is on percentage basis, all companies will be bidding the same price in the financial bid. With these conditions the companies having 15 years or more or more of experience will get maximum marks and the companies having less years of experience will be out from participation. This criterion deprives all such companies having less experience to compete with the old companies irrespective of the fact that these companies are more technology complaint companies and can provide better services with competitive prices. Sir, in the interest of justice and fair competition, the experience criteria should be reasonable one, where maximum number of companies can participate in the tender process.</p> <p>1. Similarly under sub-head 4 at page 13, technical qualification is asked as under :</p> <p>ISO Certificate :</p> <ul style="list-style-type: none"> <li>• 5-10 years 5 marks</li> <li>• 10 years &amp; above 10 marks</li> </ul> <p>Whereas, ISO certification of quality management system of an organization and means that company has well defined &amp;</p>		
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			<p>well implemented SOPs and is symbol of trust for the customers/clients, as such only IOS certification should have been enough for participation in the tender.</p> <p>As the above eligibility criteria of the tender depriving many companies like us to compete in the tender, it is, earnestly requested to kindly re-consider and amend above eligibility criteria up-to a reasonable level, so that companies like us can get equal opportunity to participate and compete in above tender.</p>		
8.	Annexure II	Point No.4 Para 4.1	<p><b>Points:-</b>Hard Copy of EMD must be sent by Post addressed to Administrative Officer, (Security), IARI, New Delhi.</p> <p><b>Query:-</b>we have registered with NSIC and MSME, will need to submit the hard copy of the same against EMD/ or upload the certificate online only. Please clarify.</p>	<p>Yes hardcopy of EMD must be sent by hand or by post also at postal address mentioned at point no. 4.</p> <p>In case of exemption qualifying documents for EMD need not to be submitted in hard copy.</p>	
	Annexure II	Point No.7 Para 7.1	<p><b>Points:-</b>In your NIT Clause No. 7 you have asked to quote the service charges along with minimum wages as notified by GOI/concern state Govt. whichever is on the higher side and revised from time to time with all other statutory obligations payable under labour law. And refer Annexure-IX.</p> <p><b>Query:-</b>we will quote only service charges in percentage into the account of Uniform, walky-Talky, Metal Detector, Lathi, torch and one four wheeler for round the clock patrolling/ or quote total cost per head per month as per Annexure -IX along with weekly off and National Holiday of 3 days.</p>	<p>Payment for national holidays as per rule will be made additionally as per actuals.</p>	
	Annexure II, Annexure IX		<p><b>Points:-</b>In your BOQ have asked to quote only service charges in percentage and mentioned all the other component rate (Minimum Wages, EPF and ESIC) except weekly off and National holiday.</p> <p><b>Query:-</b>Please clarify we have</p>	<p>Payment for national holidays as per rule will be made additionally as per actuals.</p>	

			quote only service charges in percentage as per the BOQ format and Weekly off and National Holiday will pay extra on pro rata basis. Please clarify the points.		
			<p><b>Points:-</b>In your NIT have not mentioned about Bonus component.</p> <p><b>Query:</b> Please clarify bonus is applicable or not. If applicable who will bear the cost or will pay separately on the actual payment on reimbursement basis.</p>	This shall not be considered while evaluating the bid. The Bidder shall follow all statutory liabilities as per relevant Act.	
			<p><b>Points:-</b>You have mentioned in your NIT about Enhancement of Minimum wages time to time as per GOI/ State Govt. Notification.</p> <p><b>Query:-</b>You will be made the enhancement of minimum wages from your end on reimbursement basis. Please clarify the same.</p>	Bidder shall have to comply with all statutory instructions and they would be reimbursed.	
			<p><b>Points:-</b>you have asked to submit last 3 years ITR, 2017-18, 2018-19 &amp; 2019-20.</p> <p><b>Query:-</b> Refer to your mentioned points No 6 we would like to informed that we have ITR 2017-18, 2018-19 &amp; projected 2019-20 state, as we the Private Limited company we have the limit to submit the return of FY 2019-20 up to November, 20 or may be extended till the further order, either we will provide FY 2016-17, 2017-18 &amp; 2018-19 or else we could provide 2017-18, 2018-19 &amp; 2019-20 Statement (Projected). Please clarify the same.</p>	Provisional ITR for 2019-20 may be submitted.	
			<p><b>Points:-</b>You have asked in your NIT to provide the Metal Detector by the contractor/vendor.</p> <p><b>Query:-</b>Please clarify which type of metal detector (Hand held/ Door Frame) you want to run the project.</p>	05 numbers of hand held Metal detector and 15 numbers of walkie talkie required.	

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9.	-	-	Please share the link for Pre Bid Meeting.	Pre Bid queries were sought via email id :- <a href="mailto:securitycell@iari.res.in">securitycell@iari.res.in</a> . Time is over.
10.	Annexure II,	Point No. 7	<p>As per clause 7 of Annexure II (Instructions to bidders) page no.5 of tender documents. It is mentioned that The bidder should quote his rate in the Financial Bid/Price schedule (Annexure IX). These rates quoted should be in congruent with minimum wages as notified by the GOI. Ministry of Labour for the persons engaged in Security services ( watch &amp; ward)/concerned State Govt. Whichever is on the higher side and revised from time to time with all other statutory obligations payable under labour laws like EPF, ESI, VDA( Variable Dearness Allowance), weekly off/ Leave Compensation (s) and three national holidays viz 26th January, 15th August and 2nd October.</p> <p>Whereas No component cost is provided for leave and national holidays in Annexure IX (Financial Bid) -please clarify.</p>	<p>National holidays shall be paid additionally as per actual.</p> <p>During a month a number of holidays/second Saturday/Sunday occur, during which the requirement of security guards is limited to the extent of about 60%.The firm shall be paid as per requirement of security guards as raised by the 1<sup>st</sup> party on holidays/second Saturday/Sunday.</p>
	Annexure V,	Page No.19 Point No. 8	<p>As per clause no.8 of General terms &amp; Conditions for the security services, page no.19 of tender documents. It is mentioned that The agency shall provide communication facilities (Walky-Talky to all the supervisors). Metal Detector at all the three main entrance of the campus),Ladhi, torch, uniform, whistle (to all the security personnel).One four wheeler round the clock FOR patrolling (which may be used by IARI staff as well as) and one bike to each Security supervisor on duty must be compulsory provided for smooth functioning of Security services. Institute will not bear any additional cost on account of heir fuel maintenance and any other associated charges.</p>	<p>It is clarified here that each motor bike shall run approx. 50 km per day and 4 wheeler shall run approx.. 40 km. per day.</p>

11.	-	-	Please share the link for Pre Bid Meeting.	Pre Bid queries were sought via email id: <a href="mailto:securitycell@iari.res.in">securitycell@iari.res.in</a> . Time is over.	
12.	-	-	Please share us the link to attend pre bid meetings with your esteemed organization.	Pre Bid queries were sought via email id :- <a href="mailto:securitycell@iari.res.in">securitycell@iari.res.in</a> . Time is over.	

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