

भारतसरकार  
सुक्ष्मलघुऔरमध्यमउद्यममंत्रालय  
एमएसएमइ - विकाससंस्थान  
कांजाणीरोड, अय्यंतोलडाकघर  
थ्रिश्यूर- 680003, केरल



सत्यमेव जयते

By Speed for  
Government of India  
Ministry of Micro, Small & Medium Enterprises  
MSME-Development Institute  
Kanjani Road, Ayyanthole P.O  
Thrissur - 680 003 - Kerala

EPABX: 0487-2360536, 2360686, 2973636 -Ph. & Fax: Director: 0487-2360216  
E-Mail: dcdi-thrissur@dcmsme.gov.in www.msmedithrissur.gov.in  
NATIONAL TOLL FREE MSME HELPLINE: 1800-180-6763

No. A.25011/4/2018-E

Dated : 11.10.2018

**Sub: Quotation invited for providing Security Services – invited.**

Sirs,

This office propose to outsource the services of providing round the clock(24 Hours daily) securities to our land, building, assets, machineries & equipments for one year as per details given below:-

Sl.No	PARTICULARS	AREA/VALUE
1	Total Campus Area	5.06 acres
2	Covered area in Sq. mts	4072 sq. mts
3	Area used for Staff Quarters, Cycle/ Scooter Shed, Car Shed, Pump House etc.	11845 sq. mts
4	Value of Building, Assets, Machinery & Equipments, Vehicles, usufructs etc.	Rs: 3 Crores

You are requested to furnish your lowest **Quotation for providing round the clock (24 Hours daily) Security to our land, buildings, assets, machineries etc for one year** showing your all inclusive rate to this office on or before 25.10.2018 at 3.00 pm and quotation will be opened in the presence of participants at 4.00 pm on the same day.

**The terms & Conditions for the contract are given below:**

1. Providing Security for the entire assets of MSME-DI as mentioned in the above statement, located at Out Post, Ayyanthole PO, Thrissur round the clock (24 Hours daily) for one year commencing from 01.11.2018 to 31.10.2019.
2. Monitoring of Incoming and Outgoing visitors.
3. Checking the movements of stores/vehicles/equipments etc and to maintain a Register in this regard.
4. The Contractor shall be responsible for any loss, theft or damages occurred due to the lapse/negligence in the security.

O/o The DC MSME, New Delhi web site: [www.dcmsme.gov.in](http://www.dcmsme.gov.in);  
[www.msmedithrissur.gov.in](http://www.msmedithrissur.gov.in)

5. The payment of contract amount will be paid to the contractor every month proportionately and the contractor has to remit 15% of the contract amount as "Bank Guarantee" to this office towards performance guarantee, which will be returned after contract period.
6. The Director, MSME-DI, Thrissur reserves the right to terminate the contract at any time, if the services of the contractor found unsatisfactory or due to any other reasons.
7. **The Director, MSME-DI, Thrissur will not be responsible for any damage or compensation or reimbursement of any expenses which has occurred to any personnel employed by the contractor for this service & Payment of EPF, ESI and similar other statutory charges in respect of security persons deployed by the contractor.**
8. Whether the Agency has obtained valid licence from the Home/Defence/ Police Department of Government of Centre/State if so, a copy of the licence may be enclosed along with the quotation.
9. The persons deployed for security purpose in this Institute shall be the employee of the contractor and should be Ex Service personnel in age below Sixty, and there will be no employee-employer relationship between the security guards and this department.
10. All taxes (ie Service Tax, Educational Cess, GST, Income Tax etc.) for the Contract amount payable to Central/State Govt. shall be borne by the contractor.
11. The contractor shall abide all instructions of the Office of the Director, MSME-DI, Thrissur from time to time in respect of security measures.
12. Details of present clients of the Agency and their telephone numbers may be furnished along with the quotation.
13. The Director, MSME-DI, Thrissur reserves the right to accept/reject any or all quotations without assigning any reason thereof.

Yours faithfully,

(G.Sasikumar)

Assistant Director(Admn/DDO)

For Director

Copy to:

1. Notice Board
2. Senet for uploading in the Website.

For Director