

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	06-10-2025 20:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	06-10-2025 20:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Textiles
विभाग का नाम/Department Name	Na
संगठन का नाम/Organisation Name	National Institute Of Fashion Technology (nift) Head Office New Delhi
कार्यालय का नाम/Office Name	Nift Campus Near Gulmohar Park Hauzkhas, New Delhi 110016
वस्तु श्रेणी /Item Category	Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard , Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Security Supervisor
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	500 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
वर्षों के अनुभव के लिए एमएसई को छूट प्राप्त है / MSE Exemption for Years Of Experience	Yes Partial Experience - 2 year (s)
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	10
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	5
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	16852521
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	AXIS BANK LTD
ईएमडी राशि/EMD Amount	350000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	AXIS BANK LTD
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	14

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

DIRECTOR

National Institute of Fashion Technology, Site No. 21, 16th Cross, 27th Main Road, Sector - I, H.S.R. Layout, Bengaluru - 560 102,
(Yathindra L)

विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM_No.1_4_2021_PPD_dated_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-

line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

The Bidder should have executed at least X No. projects with contract value not less than (Rs) yy for eachcontract of providing manpower services to Central/ State Government Departments/ Public SectorUndertakings/ Autonomous Bodies in last N financial years:The Bidder should have executed at least 3 projects with contract value more than ₹1/- cr. for each contract of security services to Central/ State Govt. Depts/ PSU/ Autonomous Body in last 3 FY

The Bidder should have executed at least X No. projects with supply of xx..no. of manpower in eachcontract of providing manpower services to Central/ State Government Departments/ Public SectorUndertakings/ Autonomous Bodies in last N financial years:3 project 15 members

Scope Of Work For the Service:[1758542890.pdf](#)

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard (14)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Unarmed Security Guard
Category of Skills	Skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to60 years
Years of Experience	3 – 6 years
Additional Requirements for the Security Personnel	Preferebly Ex servicemen train and experienced
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes

विवरण/ Specification	मूल्य/ Values
Name of states/ UT for geographical presence is required	Karnataka
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Nagaraj .T.R.	560102,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, C.A. Site 21, 16th Cross, 27th Main, HSR Layout, Sector-1, BENGALURU	14	• Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 12 • Basic Pay (Minimum daily wage) : 981 • Provident Fund (INR per day) : 117.72 • EDLI (INR per day) : 4.905 • ESI (INR per day) : 0 • EPF Admin charge (INR per day) : 4.905 • Bonus (INR per day) : 0 • Optional Allowance 1 (in Rupees) : 0 • Optional Allowance 2 (in Rupees) : 0 • Optional Allowance 3 (in Rupees) : 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard (12)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential

विवरण/ Specification	मूल्य/ Values
Category of Profile	Unarmed Security Guard
Category of Skills	Skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to 60 years
Years of Experience	0 - 3 years
Additional Requirements for the Security Personnel	Preferebly Ex servicemen train and experienced
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Karnataka
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषित/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Nagaraj .T.R.	560102,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, C.A. Site 21, 16th Cross, 27th Main, HSR Layout, Sector-1, BENGALURU	12	• Number of working days in a month : 26 • Tenure/ Duration of Employment (in months) : 12 • Basic Pay (Minimum daily wage) : 981 • Provident Fund (INR per day) : 117.72 • EDLI (INR per day) : 4.905 • ESI (INR per day) : 0 • EPF Admin charge (INR per day) : 4.905 • Bonus (INR per day) : 0 • Optional Allowance 1 (in Rupees) : 0 • Optional Allowance 2 (in Rupees) : 0 • Optional Allowance 3 (in Rupees) : 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Unarmed Security Guard (7)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Unarmed Security Guard
Category of Skills	Skilled
Gender	Female
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to 60 years
Years of Experience	3 - 6 years
Additional Requirements for the Security Personnel	Well trained and experienced

विवरण/ Specification	मूल्य/ Values
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Karnataka
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Nagaraj .T.R.	560102,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, C.A. Site 21, 16th Cross, 27th Main, HSR Layout, Sector-1, BENGALURU	7	- Number of working days in a month : 30 - Tenure/ Duration of Employment (in months) : 12 - Basic Pay (Minimum daily wage) : 981 - Provident Fund (INR per day) : 117.72 - EDLI (INR per day) : 4.905 - ESI (INR per day) : 0 - EPF Admin charge (INR per day) : 4.905 - Bonus (INR per day) : 0 - Optional Allowance 1 (in Rupees) : 0 - Optional Allowance 2 (in Rupees) : 0 - Optional Allowance 3 (in Rupees) : 0

Security Manpower Service (Version 2.0) - Office/Commercial/Institutions/ Residential; Security Supervisor (3)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	

विवरण/ Specification	मूल्य/ Values
Type of Establishment / Area	Office/Commercial/Institutions/ Residential
Category of Profile	Security Supervisor
Category of Skills	Highly Skilled
Gender	Male
Duty Hours in a day	8
Qualification	High School
Ex Servicemen	Optional
Age Limit	Up to 60 years
Years of Experience	6 - 10 years
Additional Requirements for the Security Personnel	Preferably ex service men trained and experienced
Is Geographical presence of the Service Provider registered office is required in the consignee's State	Yes
Name of states/ UT for geographical presence is required	Karnataka
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
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क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of resources to be hired	अतिरिक्त आवश्यकता /Additional Requirement
1	Nagaraj .T.R.	560102,NATIONAL INSTITUTE OF FASHION TECHNOLOGY, C.A. Site 21, 16th Cross, 27th Main, HSR Layout, Sector-1, BENGALURU	3	• Number of working days in a month : 30 • Tenure/ Duration of Employment (in months) : 12 • Basic Pay (Minimum daily wage) : 1065 • Provident Fund (INR per day) : 127.8 • EDLI (INR per day) : 5.325 • ESI (INR per day) : 0 • EPF Admin charge (INR per day) : 5.325 • Bonus (INR per day) : 0 • Optional Allowance 1 (in Rupees) : 0 • Optional Allowance 2 (in Rupees) : 0 • Optional Allowance 3 (in Rupees) : 0

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. Generic

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the file](#)

4. Generic

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior

written consent of buyer.

3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

5. **Purchase Preference (Centre)**

Bid reserved for Make In India products: Procurement under this bid is reserved for purchase from Class 1 local suppliers as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a class 1 local supplier is denoted in the bid document 50%. All bidders must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which the bid is liable to be rejected. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020 . In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

6. **Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

7. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

8. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

9. **Service & Support**

The Service Provider is required to have at least 40 % of the required manpower on service provider's payroll for at least one year. Necessary documents relating to such manpower will be uploaded by the bidder for verification of the buyer. Such manpower will be part of total manpower to be provided by the Service Provider in case he gets the contract against this bid.

10. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

11. **Payment**

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

12. **Past Project Experience**

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with

self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

13. **Forms of EMD and PBG**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

The Director, NIFT Bengaluru
Account No.
546202050000013
IFSC Code
UBIN0568864
Bank Name
Union Bank of India
Branch address
NIFT Campus, HSR Layout, Bengaluru - 560102

. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

14. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

NIFT Bengaluru
payable at
Bengaluru

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

15. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

The Director, NIFT, Bengaluru
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

16. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

National Institute of Fashion Technology
Account No.
546202050000013
IFSC Code
UBIN0568864
Bank Name
Union Bank of India
Branch address
NIFT Campus, HSR Layout, Bengaluru - 560102

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

17. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

The bidder is advised to visit and examine the service providing site and its surroundings and obtain for its elf on its own responsibility all information that may be necessary for preparation of bid. The cost of the vi siting the service providing site (NIFT Bengaluru, HSR Layout) shall be borne by the bidder.

The % (percentage) of service charge should comprises of all estimated expenditure payable GeM authorit y (registration charges, Annual milestone charges etc.), GST, TDS, any other statutory deduction and agen cy expenditure.

A dedicated contact person will be provided to NIFT.

The agency must have own office in Bengaluru for immediate response. No exception will be made in this clause.

Any Company/Agency/Firms/ that have provided any contract services to NIFT Bengaluru for continuously 3 years (prior to this contract) in the past 7 years are not eligible to participate in this tender process and i t will not be considered for any subsequent contract.

No agencies will be awarded more than one contract (Security Service, House Keeping Service or Manpow er Service) at a time. "In order that no vested interests are developed in the campus, it is felt imperative t hat companies/firms/any other service providers who have rendered services previously for any three cont inuous years or more in the past 7 years shall be barred from participation".

In no case, wage of personnel supplied should be less than the minimum mandatory rates/ wages per mon th per person as prescribed by Central government.

The Security service contract shall be valid initially for a period of one year only from the date of award of the contract. The contract could be renewed maximum two years only in writing on yearly basis on the sa me rate

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18. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

19. Buyer Added Bid Specific SLA

Text Clause(s)

The Service provider should have registered office Bengaluru, copy of the proof for having have registered office at Consignee place (Bengaluru, Karnataka), (Rental agreement cannot be considered as registered f or office at Consignee Place. The agency must have its own office in Bengaluru for immediate response. N o exception will be made in this clause (Registered office means it should be local (Consignee) place opera ting office).

The Contract shall be valid initially for a period of one year from the date of award of the contract. The con tract could be renewed maximum of two years only in writing on yearly basis at the mutually agreed terms & conditions. Either party can terminate the contract once awarded, after giving two months' notice to the other party. Nevertheless, NIFT may terminate the contract of the contractor without any notice in case of breach of the contract. NIFT's decision that a breach has occurred will be final and shall be accepted witho ut demur by the contractor

No agencies will be awarded more than one contract (Security Service, Housekeeping, or Manpower) at a t ime.

The Service Charges are admitted on wages (as per Central Govt. Rules) paid and claimed as reimburseme nt.

Integrity Pact: In order to ensure transparency and probity in public procurement activities, the National In stitute of Fashion Technology has adopted and implemented the Integrity Pact (IP) as per the guidelines iss ued by the Central Vigilance Commission in respect of manpower outsourcing contracts valued at Rs. 1 Cr ore and above.

a) The Pact shall be an agreement between the prospective vendor /bidder and the buyer committing both the parties not to exercise any corrupt influence on any aspect of the contract.

b) Only those vendors/ bidders who have entered into such an Integrity Pact with the NIFT would be competent to participate in the bidding with the NIFT whenever the value of such contract is equal to or exceeds Rs. 1 crore.

PRE-CONTRACT INTEGRITY PACT: To be executed on plain paper at the time of submission of bid and on Non-Judicial Stamp Paper of appropriate value by successful Bidder (Contractor) prior to signing of Contract Agreement

Only those Vendors/ Bidders who have entered into Integrity Pact with the NIFT shall be eligible to participate in the bidding process. Entering into Integrity Pact as per Performa (Enclosure - IV) provided in the tender is a basic qualifying requirement.

The successful bidder shall execute an agreement in Karnataka non-judicial stamp paper of value of Rs.500/- (Rupees Five Hundred only) agreeing to abide by all the terms and conditions mentioned therein and for the due fulfillment of the contract, within seven days from the date of issue of purchase order apart from the execution of Integrity pact (totally 500x 2). The expenses incidental to the execution of agreement shall be borne by the successful bidder. The conditions stipulated in the agreement should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the right of NIFT Bengaluru to recover any consequential loss from the successful tenderer.

All persons engaged on contract through placement agency shall be allowed to join only after thorough scrutiny, antecedents and police verification.

ARBITRATION: All disputes arising between the parties shall be referred to and settled through Arbitration conducted in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the rules framed thereon. Such Disputes shall be adjudicated by an arbitral tribunal comprising of three arbitrators, one to be appointed by each party and the two appointed arbitrators shall jointly appoint the third arbitrator for the purposes of constituting the arbitration tribunal. The arbitrators shall have powers to award only such remedy as is contemplated by this Agreement, including as appropriate, injunctive relief. The place of arbitration shall be Bengaluru. The language of the arbitration shall be English.

JURISDICTION: Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of the suit, any and all actions and proceedings arising out of or relating to the contract including any arbitration in terms

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without

specifying equivalent Indian Certification / standards.

10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, बेंगलूर

(निफ्ट अधिनियम 2006 द्वारा शासित और स्थापित एक वैधानिक निकाय, वस्त्र मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

NIT No: 5/25-26 NIFT-B/Pur/Security Services

राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, बेंगलूर

(निफ्ट अधिनियम 2006 द्वारा शासित और स्थापित एक वैधानिक निकाय, वस्त्र मंत्रालय, भारत सरकार)

निफ्ट, सीए साइट, नंबर 21, 16वां क्रॉस, 27वां मेन रोड, सेक्टर - 1, एचएसआर लेआउट, बेंगलूरु -560 102

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

NIFT, CA Site, No.21, 16th Cross, 27th Main Road, Sector – 1, HSR Layout, Bengaluru –560 102.

सेवा का नाम: सुरक्षा सेवा प्रदान करने के लिए निविदा दस्तावेज

Name of the Service: TENDER DOCUMENT FOR PROVIDING SECURITY SERVICES

निविदा आमंत्रण सूचना (एनआईटी) क्रमांक / Notice Inviting Tender

(NIT) No:5/25-26 NIFT-B/Pur/Security Services दिनांक / Dated 19.09.2025

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नोट: इस निविदा दस्तावेज़ में 26 पृष्ठ हैं (अनुलग्नकों सहित कुल पृष्ठों की संख्या) और निविदाकारों से अनुरोध है कि वे सभी पृष्ठों पर हस्ताक्षर करें।

Note: This tender document contains 28 pages (total No. of pages including Annexures) and tenderers are requested to sign on all the pages.

Email – purchase.bengaluru@nift.ac.in admin.bengaluru@nift.ac.in

Web: <http://www.nift.ac.in/bengaluru/tenders>, Ph. 080 2255 2550 – 55.

निफ्ट, सीए साइट, नंबर 21, 16वां क्रॉस, 27वां मेन रोड, सेक्टर - 1, एचएसआर लेआउट, बेंगलूरु -560 102

NIFT, CA Site, No.21, 16th Cross, 27th Main Road, Sector – 1, HSR Layout, Bengaluru –560 102

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1. परिचय:

- 1.1 राष्ट्रीय फैशन प्रौद्योगिकी संस्थान (NIFT) की स्थापना वस्त्र मंत्रालय, भारत सरकार द्वारा 1986 में की गई थी, जिसे 2006 में संसद के अधिनियम (NIFT अधिनियम 2006) के तहत वैधानिक दर्जा प्राप्त हुआ है, जिसका उद्देश्य फैशन प्रौद्योगिकी के क्षेत्र में शिक्षा और शोध को बढ़ावा और विकास करना है। NIFT देशभर में अपने 19 केंद्रों के नेटवर्क के माध्यम से फैशन बिजनेस शिक्षा प्रदान करता है। यह डिजाइन और प्रौद्योगिकी में चार वर्ष का अंडर ग्रेजुएट (UG) प्रोग्राम, डिजाइन, फैशन प्रबंधन और फैशन प्रौद्योगिकी में दो वर्ष का पोस्ट ग्रेजुएट (PG) प्रोग्राम और फैशन के क्षेत्र में प्रोफेशनल और छात्रों की विशेष आवश्यकताओं को पूरा करने के लिए अल्पकालिक शिक्षा कार्यक्रम प्रदान करता है। NIFT का मुख्य कार्यालय नई दिल्ली में है और इसके कैम्पस बंगलुरु, भोपाल, भुवनेश्वर, चेन्नई, दमण, दिल्ली, गांधीनगर, हैदराबाद, जोधपुर, कांगड़ा, कन्नूर, कोलकाता, मुंबई, पंचकुला, पटना, रायबरेली, शिलांग, श्रीनगर और वाराणसी में स्थित हैं।
- 1.2 निफ्ट, बेंगलुरु परिसर की स्थापना वर्ष 1997 में स्नातक और स्नातकोत्तर कार्यक्रमों के साथ की गई थी। निफ्ट, बेंगलुरु, सभी आवश्यक वैधानिक पंजीकरणों के साथ इच्छुक एजेंसियों से GeM पोर्टल के माध्यम से खुली निविदा आमंत्रित करता है, जिनके पास "निफ्ट बेंगलुरु में सुरक्षा सेवाएँ" प्रदान करने का अनुभव हो और इसी क्षेत्र में कम से कम 3 वर्षों का अनुभव हो।

1. INTRODUCTION:

- 1.1 National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 19 centers. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Delhi, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, Panchkula, Patna, Raebareli, Shillong, Srinagar and Varanasi.
- 1.2 NIFT, Bengaluru campus was established in the year 1997 with undergraduate and postgraduate programs. NIFT, Bengaluru invites open tender through GeM portal from interested agencies with all necessary statutory registrations, having experience in providing "SECURITY SERVICES AT NIFT BENGALURU", having experience at least 3 years in the same field.



2. निविदा आमंत्रण सूचना:

2.1 निफ्ट बेंगलूरु केंद्र, एचएसआर लेआउट, बेंगलूरु - 560102 स्थित निफ्ट परिसर में सुरक्षा सेवाएं प्रदान करने के लिए एक विशेषज्ञ एजेंसी के चयन हेतु "दो बोली प्रणाली" के अंतर्गत ई-पोर्टल के माध्यम से सीलबंद निविदाएं आमंत्रित करता है, ताकि निफ्ट परिसर और उसके छात्रावासों में उचित सुरक्षा और छात्रों की समग्र देखभाल सुनिश्चित की जा सके। निविदाकर्ता को आवश्यकता के अनुसार निविदा प्रस्तुत करने का ध्यान रखना चाहिए। निफ्ट बोलियां खोलने के बाद किसी भी संशोधन पर विचार नहीं करेगा और निविदा शर्तों के अनुरूप न होने वाली बोलियां अस्वीकार कर दी जाएंगी। इसलिए, बोलीदाताओं को सलाह दी जाती है कि वे निविदा दस्तावेज की आवश्यकता के अनुसार अपनी बोलियां पूरी तरह से प्रस्तुत करें, जिसमें बोली मूल्यांकन मानदंड, GeM नियम व शर्तें, अतिरिक्त नियम व शर्तें, विशेष नियम व शर्तें, सामान्य नियम व शर्तें और कार्य की आवश्यकता के दायरे का अनुपालन आदि के सभी खंडों को उनकी स्वीकृति निर्दिष्ट की गई हो।

2.2 ऑनलाइन बोलियाँ जमा करने की अंतिम तिथि और समय: जैसा कि GeM पोर्टल में अधिसूचित है।

2.3 ऑनलाइन तकनीकी बोली खोलने की तिथि और समय: जैसा कि GeM पोर्टल में अधिसूचित है।

- मूल्य बोली: तकनीकी बोली के मूल्यांकन के बाद
- बोली की वैधता: मूल्य बोली खोलने की तिथि से 120 दिनों तक
- पत्राचार का पता: निदेशक, राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, निफ्ट परिसर, संख्या 21, 16वां क्रॉस, 27वां मुख्य मार्ग, सेक्टर - 1, एचएसआर लेआउट, बेंगलूरु - 560 102

2. NOTICE INVITING TENDER:

2.1 NIFT BENGALURU Centre invites sealed tenders through e-portal under "TWO BIDS SYSTEM" for selection of an expert agency for the purpose of hiring Security Service at the NIFT Campus, situated at HSR Lay out, Bengaluru – 560102, in order to maintain the proper security and student overall care at NIFT campus and at its hostels. Tenderer should take care to submit the tender in accordance with requirement. NIFT will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, GeM terms and condition, Additional terms and Condition, Special terms and condition, General terms and conditions and compliance to the Scope of Work requirement etc.,

2.2 Closing date & time for submission of online bids: As notified in GeM portal.

2.3 Date & time of opening of Technical Bid online: As notified in GeM portal

- Price Bid: After evaluation of Technical Bid
- Bid validity up to: **120 days** from the date of opening of Price Bid
- Correspondence Address: The Director, National Institute of Fashion Technology, NIFT Campus, No.21, 16th Cross, 27th Main Road, Sector – 1, HSR Layout,



Bengaluru – 560 102.

3. SUBMISSION OF BIDS through GeM -portal:

- 3.1 The tender document is not transferable to any other person.
- 3.2 Applications to this tender will be accepted only through the Gem portal only. No other mode of application will be considered & application will not be accepted.
- 3.3 Tender documents details are also available for viewing on the NIFT website <https://www.nift.ac.in/bengaluru/tenders>.
- 3.4 The Service provider should ensure that it complies with the requirements as per works before applying for tender.
- 3.5 The TECHNICAL BID must contain the technical bid in prescribed Performa along with:
 - I. Earnest Money Deposit (As indicate in GeM Bid)
 - II. The service provider should submit the copy of the document as reference in Annexure- I
 - III. Any other detail/ confirmation asked in specifications.
 - IV. In case of any clarification required relating to this tender, the same can be sought from the following officers of NIFT:

a. Mr. Nagaraj T.R Asst. Director, 09980330771, ad.bengaluru@nift.ac.in

b. Mr. Padmanabha M.R, Sr. Asst. 09448886307, admin.bengaluru@nift.ac.in

3.6 TECHNICAL BID – The technical bid must contain all the technical information (the documents should also be scanned and uploaded in GeM portal)

- Technical Bid shall contain: - Original Tender Document (except Financial Bid) duly signed & Stamped on all pages of tender documents as acceptance of tender conditions should be uploaded, **Earnest Money Deposit: ₹3,50,000/-** drawn in favor of **National Institute of Fashion Technology, Bengaluru** and payable at Bengaluru, should reach this office within two days after **last date for submission of online bids** along with all relevant self-attested documents in support of eligibility and experience criteria (as details in Check list for providing security service - Annexure -I) . If bidder is exempted from EMD, they should submit supporting documents (NSIC / MSME certificate) along with the Bid Security Declaration (Enclosure-I).
- Service Provider can also pay EMD through RTGS / NEFT, to **National Institute of Fashion Technology, Bengaluru**, bearing **Account No: 546202050000013**, with **IFSC Code – UBIN0568864, Union Bank of India, Branch NIFT Campus, HSR Layout, Bengaluru - 560002** (details of fund transferred should be enclosed along with in the bid).
- Cheque will not be accepted towards Earnest Money Deposit.
- Tender document without EMD shall be rejected.
- For exemption of EMD, supporting documents should be attached (copy of MSME/ NSIC registration certificate along with Enclosure -I).



- i. Original Tender Document (except Price Bid) Duly signed & Stamped on all pages of tender documents as acceptance of tender conditions along with Technical Bid form with all relevant documents with self-attestation to be enclosed.
- ii. Technical Bid document should be presented in the order as per the Checklist for providing Security service Annexure – I
 - EMD as recorded in GeM document **OR** EMD exception details submitted along with Enclosure - I.
 - Undertaking & acceptance letter by the service provider (on original stationery) Enclosure – II.
 - Copy of Shop and Establishment certificate.
 - Copy of Company Registration Certificate.
 - (Copy of valid registration certificate / license with Labour Department under Contract Labour (Regulation & Abolition) Act, 1970).
 - Copy of Service Tax registration / GST Certificate.
 - Copy of License under Contract Labour Act.
 - Copy of EPF Registration with Regional PF Commissioner.
 - Copy of PAN Card (PAN Number in Agency's letter head and Copy of income tax return filed by agency during last 3 financial years indicating PAN number).
 - Copy of IT returns for last three years.
 - Copy of Audited Annual financial statements for last three years (Audited Balance Sheets and Profit & Loss Statements for last three years (2022-23, 2023-24 & 2024-25)).
 - List of Clients - to where service provided in last 3 years (copy of Evidence of successful completion of at least 3 (three) orders).
 - ❖ Letters of reference from the previous organizations with regard to work done with complete contact details of concerned officials in those projects with telephone numbers, address, email, etc. along with scope of work.
 - company or firm must be registered under Private Security Act 2005.
 - Copy of partnership deed for partnership firm or Memorandum of understanding (MOU) and Article or Association (AOA) including Certificate of Incorporation for change in name, if any, for limited/ private limited company.
 - Any other detail/ confirmation asked in specifications.
- iii. The tender shall be awarded to the lowest financial bidder. The EMD of unsuccessful bidders will be refunded in due course of time. Tenderers who satisfy the technical conditions stipulated in the tender document and who have enclosed all the documents (as listed Annexure - I) required will alone be considered as qualified Tenderers and alone will be considered for **“Opening the Financial Bid”**. For the items mentioned in Financial Bid the lowest price quoted is the criterion for selection.
- iv. **If there is one or more L1 offers found in Financial Bid, the decision of NIFT authority is final (Preference will be given to Local service providers or to choose by Running GeM options)**
In case of any clarification required relating to this tender, the same can be sought from the following officials of NIFT:

4. TECHNICAL QUALIFICATION AND BID EVALUATION CRITERIA

- a) The bidder should have at least three-year experience (as on 31.03.2025) in providing workforce to Central/ State Government Organizations/ banks/ autonomous organizations or reputed educational institutions.
- b) The bidder must have at least 15 personnel continuously on roll for the last six months.
- c) The annual turnover of the Agency by way of providing similar services, in the last three years (2022-23, 2023-24, 2024-25). The minimum annual turnover for past three years should not be less than **₹5,00,00,000/- (Rupees Five Crore only)**, which should be substantiated by financial accounts and IT returns, copy of audited Statement of Profit & Loss and Income tax returns with matching PAN No. must be enclosed. **OR** The bidder must have executed at least one single order of 80% values of the bid or 2 order each of 50% value of the bid or 3 orders each of 40% value of the Bid similar service(s) in last three years to Govt/ PSU/ Limited Company. Copy of agreement/ Work order must be attached along with 'good performance certificate' issued by the concerned organizations clearly mentioning number of manpower deployed. Similar work means providing workforces in all categories such as skilled/ semiskilled/ highly skilled etc.
- d) The bidder should have a valid registration/ license with the appropriate registering/ licensing authority for supplying work force.
- e) The bidder should have a valid registration under EPF Rules.
- f) The bidder should have valid PAN & GST Registration
- g) The Service provider/ Agency should submit undertaking & Acceptance in letter head in original stationery along with the Tender document in the prescribed format Enclosure-II.
- h) All the details in Annexure-I should be submitted by the bidder
- i) Financial bid of those bidders who are evaluated as technically qualified only will be considered for opening.

5. GENERAL TERMS AND CONDITIONS

The Service Provider are requested to go through the following terms and conditions before submitting their tender documents

- 5.1 NIFT will be paying as per Central Govt. Minimum Wages for Security Supervisor, Security Guards.
- 5.2 The reputed Companies/ Agencies/ Firms are eligible to participate in the tender process for providing Security Services to NIFT.
- 5.3 The schedule issued with the form of tender; listing the services to be rendered, must not be altered by the tenderer. Any modification/alterations of the schedule considered necessary by the tenderer should be in the separate letter accompanying the tender. No paper shall be detached from the tender.
- 5.4 The tender is liable to be ignored if complete information is not given there-in, or if the particulars and data (if any) asked for in the schedule to the tender are not filled in.
- 5.5 Any conditional offers made by the Agency or any alterations/corrections made in the tender form shall not be considered. Similarly, incomplete and unsigned quotations are liable to be rejected.

- 5.6 NIFT reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons whatsoever and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid.
- 5.7 **The Earnest Money Deposit/Security Deposit will be forfeited if:**
- Tenderer withdraws his tender or backs out after acceptance.
 - Tenderer fails to remit the Security Deposit.
 - Tenderer violates any of the conditions prescribed in the Tender Document.
 - Tenderer revises any of the terms quoted, during validity period.
- 5.8 In case of successful tender, the EMD shall be liable to be forfeited if he does not fulfill any of the following conditions.
- An agreement signed by him in the prescribed form within 07 days of the receipt of the letter awarding the contract.
 - The Security service will commence the service as per date indicated in the work order.
- 5.9 In case of the successful tenderer, service charges, rates quoted shall be valid for the entire period of contract.
- 5.10 ESI crossed the limit hence not considered but the service provider has to provide group insurance in the absence of ESI.
- 5.11 The Agency submitting tender must attach photo copies of (a) Registration of the Agency under the shops & Establishment Act, (b) License under the Contract Labour Act, (c) Allotment of EPF code by the Regional PF Commissioner, (d) Service/GST Tax Registration certificate. (e) Company Registration Certificate (Private or Limited) (g) List of clients with contact person's name and phone numbers.
- 5.12 The Contractor shall be responsible for engaging adequately trained male and female security guards required for providing good security services to NIFT.
- 5.13 The staff of the contractor should possess sound health and be free from any diseases especially contagious and frequently recurring diseases and they should be in uniform while on duty.
- 5.14 The agency must have own office in Bengaluru for immediate response. No exception will be made in this clause.
- 5.15 Any Company/Agency/Firms/ that have provided any contract services to NIFT Bengaluru for continuously 3 years (prior to this contract) are not eligible to participate in this tender process and it will not be considered for any subsequent contract.
- 5.16 No agencies will be awarded more than one contract (Security Service, House Keeping Service or Manpower Service) at a time. "In order that no vested interests are developed in the campus, it is felt imperative that companies/firms/any other service providers who have rendered services previously for any three continuous years or more and more shall be barred from participation".
- 5.17 Services to be provided by Service provider is indicated in the Scope of Work.
- 5.18 All the terms and conditions are as per GeM – GTC/ ATC/ STC will be consider for bidding evaluation and contract execution and GFR provision and all condition of fulfillment of all statutory requirements and conditions of GFR and GeM.
- 5.19 The Service charge should comprise of all estimated expenditure payable GeM authority (registration charges quoted, Annual milestone charges etc.), GST, TDS, any other statutory deduction and agency expenditure.

5.20 Eligibility to participate and preference:

- j) Service provider should have registered office at Consignee place with in the vicinity of Consignee location (Bengaluru, Karnataka) and should provide details in Enclosure -III.
- k) company or firm must be registered under private security Act 2005.
- l) Proof of Rental agreement cannot be considered for office at Consignee state.
- m) If there is one or more L1 offers found in Financial Bid, the decision of NIFT authority is final (to give Preference Local service providers or to choose by Running GeM options).
- n)** Preference will be given to service provider with experience in any service NIFT Centers, and/or with reputed institutes (like /IIT/ NIT/ NID or any other National Importance educational institution and/or service provider), and/ or with State /Central Government/ PSU/ statutory bodies/Autonomous bodies etc.,

5.21 The policy of the Govt. of India to encourage “Make in India” and promote manufacturing and production of goods and services in India as per the revised “Public Procurement (Preference to Make in India), Order 2017”, circulated by the Department of Promotion of Industry and Internal trade, Ministry of Commerce & Industry, Govt. Of India vide Order No. P-45021/2/2017-PP (BEI) dated 04.06.2020 will be applicable for this tender.

5.22 The Public Procurement (Preference to Make in India), Order 2017 issued by Govt. of India indicates that if there are any general or specific restrictive clauses to restrict participation of Indian companies in those countries’ procurement tenders, reciprocity clause need to be invoked as per the order. Hence Govt. of India come across that Indian suppliers of an item are not allowed to participate and / or compete in procurement by your government, the bid submitted by you will be not be considered and excluded from eligibility for procurement. This aspect may please be noted.

5.23 Any compliant from the personal deputed from the service provide regarding recovery of wages, demanding to favour is not acceptable, if any such case evidenced this will be treated as breach of contract and NIFT authority decision is final in this regard.

5.24 Abolishing contract in proof of any corrupt practices by the service provider/ vendor.

5.25 **Integrity Pact:** In order to ensure transparency and probity in public procurement activities, the National Institute of Fashion Technology has adopted and implemented the Integrity Pact (IP) as per the guidelines issued by the Central Vigilance Commission in respect of the procurement of goods costing Rs. 1 Crore and above.

- a) The Pact shall be an agreement between the prospective vendor /bidder and the buyer committing both the parties not to exercise any corrupt influence on any aspect of the contract.
- b) Only those vendors/bidders who have entered into such an Integrity Pact with the NIFT would be competent to participate in the bidding with the NIFT whenever the value of such contract is equal to or exceeds Rs. 1 crore.
- c) The IP envisages the appointment of two Independent External Monitors (IEMs) who are eminent and experienced persons of high integrity and reputation to oversee the implementation of IP and the details are
 - (i) Shri Sunil Sreekirshna Dadhe, Former IA&AS, Email: sunildadhe@gmail.com and
 - (ii) Dr. Rabindra Kumar, Former IFoS, Email: Rabindra_us@yahoo.com.
- d) The vendors/bidders signing IP shall not approach the Courts while representing the matters to IEMs and he /she will await their decision in the matter.

- e) Any violation of the Integrity Pact would entail disqualification of the bidders and exclusion from future business dealings, as per the existing provisions of GFR 2017, PC Act, 1988 and other Financial Rules /Guidelines etc., as may be applicable to the organization concerned.
 - f) Pre-contract Integrity Pact is to be executed on plain paper with NIFT at the time of submission of Bids. The successful Vendor /Bidder shall submit duly executed Integrity Pact on Non-Judicial Stamp paper of an appropriate value for issue of Purchase Order.
 - g) Only those Vendors /Bidders who have entered into Integrity Pact with the NIFT shall be eligible to participate in the bidding process. Entering into Integrity Pact as per Performa (Enclosure - IV) provided in the tender is a basic qualifying requirement.
- 5.26 The successful bidder shall execute an agreement in Karnataka non-judicial stamp paper of value of Rs.500/- (Rupees Five Hundred only) agreeing to abide by all the terms and conditions mentioned therein and for the due fulfillment of the contract, within seven days from the date of issue of purchase order. The expenses incidental to the execution of agreement shall be borne by the successful bidder. The conditions stipulated in the agreement should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the right of NIFT Kannur to recover any consequential loss from the successful tenderer.
- 5.27 Interpretation of Clauses: In case of ambiguity in the interpretation of any of the clauses in the tender/ contract document, the Tendering authority's interpretation of the clause shall be final and binding on the Agency.

6. LEGAL TERMS AND CONDITIONS

- 6.1 The Contractor and his staff must abide by various rules and regulations of NIFT as prevalent from time to time.
- 6.2 The Contractor shall comply with all existing Central Govt. labour legislation and Acts, such as Contract Labour Regulation Act, Workmen's Compensation Act, Minimum Wages Act, Payment of Wages Act, Provident Fund Act etc., For any lapse or breach on the part of the contractor in respect of non-compliance of any Labour legislation in force during the validity of the contract, the Contractor would be fully responsible and would indemnify the Institute, in case the Institute is held liable for the lapse on the part of the Contractor, in this regard.
- 6.3 Non-compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract.
- 6.4 NIFT would have the right to terminate the contract without notice before the expiry of the term, in case the work performance is not up to the standard, or in case there is any violation of NIFT rules & regulations, or if there is any lapse in compliance of any labour legislation, or if there is any incident of indiscipline on the part of the Contractor or his staff. The decision of NIFT's management in this regard would be final and binding on the Contractor. In such an event NIFT shall have the right to engage any other contractor to carry out the task.
- 6.5 The Contractor and his staff shall comply with all instructions and directions of the NIFT authorities given from time to time. In the event of any emergency situation, the staff of the Contractor shall comply with instructions given by the NIFT authorities, without waiting for confirmation by the Contractor.



- 6.6 The Contractor shall maintain Attendance and Wages registers for all guards engaged under the contract at NIFT and will also take out Workmen's Compensation insurance policy. The Contractor must make the payment of wages on or before 7th of every month to respective guard's bank account. The wages of labour engaged for providing security services shall be as per minimum wages notified by the Govt. of India, Ministry of Labour & Employment, Chief Labour Commissioner Office Notification, from time to time or Government of India.
- 6.7 The Contractor shall submit to NIFT a list of all guards along with photo, address proof engaged to carry out the contract work, indicating name, date of birth, age, home address, qualifications, experience, mobile No. etc., and would also intimate as and when any change takes place. The Contractor shall not engage any minor to carry out the work under the contract at any time.
- 6.8 The Contractor shall undertake that any act of omission or commission including theft, by his staff shall be his sole responsibility and further that he would compensate the Institute immediately, any loss or damage or theft occurring on account of his staff individually or collectively.
- 6.9 The Security service contract shall be valid initially for a period of one year only from the date of award of the contract. The contract could be renewed maximum two years only in writing on yearly basis on the same rate. Either party can terminate the contract once awarded, after giving two months' notice to the other party. Nevertheless, NIFT may terminate the contract of the contractor without any notice in case of breach of the contract. NIFT's decision that a breach has occurred will be final and shall be accepted without demur by the contractor.
- 6.10 All the security guards engaged by the Contractor for carrying out tasks under this contract, shall be deemed to be the employees of the Contractor's Agency. The Agency shall be solely responsible for their wages, fringe benefits, conduct, duty roster, leave-records, relievers etc., The Agency shall also provide its guards photo-identity cards which shall be checked by the Security in-charge staff as and when necessary. As required under the labour laws, the security personnel shall be given one weekly-off, and the contractor shall arrange for substitute reliever in their place.
- 6.11 The contractor shall ensure that the security guards engaged by him shall not smoke beedis, cigarettes or take alcoholic drinks and nor they are allowed to chew pan, tobacco items etc.,
- 6.12 On termination of the agreement, the contractor will hand over all the equipment/articles as supplied by the NIFT in good working condition.
- 6.13 The contractor shall be responsible to maintain the equipment's and other articles if any supplied by the NIFT in good condition. In case of any damage he shall be responsible to carry out the repairs without any delay to avoid any interruption in service. Cost of repairs shall be borne by the contractor himself. In case of theft or damage contractor shall replace items lost, broken or damaged with items of the same quality at his own cost and expense.
- 6.14 The contractor will work in close co-operation and co-ordination with other agencies working in NIFT campus.
- 6.15 NIFT is not bound to provide any mode of transport in respect of men or material required for the contract.
- 6.16 The contractor has to deploy the security supervisor/ guards during Function/ Events holidays and Sundays also, at no extra cost.



- 6.17 All statutory obligations under various laws from time to time will have to be met by contractor for which no extra payment (except minimum wages) shall be made to him at any time during the contract period.
- 6.18 The contractor shall ensure that either he himself or his representative is available for proper administration and supervision at the work place.
- 6.19 The contractor will be solely and exclusively responsible to adhere to meet out all statutory obligations under Indian law in respect of compliance of all the rules, regulations and directions given by any statutory authority with regard to safety, labour laws or any other prevalent laws and submit an undertaking and proof of payment to its employees as per minimum wages rates to NIFT each month along with claim for payment.
- 6.20 The contractor shall be responsible for the payment of wages and allowances as per Govt. of India Minimum Wages Act (Watch and Ward Staff on contract) and all statutory dues to the persons employed by him for providing the maintenance services. The contractor shall be further responsible for proper discipline of the employees engaged by him and their work, besides observing other obligations.
- 6.21 Sub-contracting of the contract is strictly prohibited.
- 6.22 Dispute, if any, arising out of the security services contract shall be settled by mutual discussion. The decision of NIFT is final in the matter.
- 6.23 NIFT reserves its right to act on this tender or to use its sole discretion in any manner, in proceeding or cancelling any or all matters connected to award of the contract for security services.
- 6.24 The contractors who are involved in court cases/ labour office cases or not eligible for participation in the tender process. If anyone found involved in such cases at any stage of tender process, their tender will be summarily rejected. No further corresponds in this regard will be entertained.

7. FINANCIAL TERMS AND CONDITIONS

- 7.1 The payment shall be released on monthly basis after satisfactory completion of the job and for the shifts actually done by the guards (excluding absent shifts) on submission of bills in duplicate by the contractor. The bills should be accompanied by same certificate as NIFT may prescribe from time to time. Income Tax (TDS) as applicable at current prevailing rate will be deducted at source. Payment has to be made within 20 days of the submission of any bill. However, in the event that there is any query, objection or dispute with regard to any bill or a part thereof, the contractor shall not be entitled to any interest to be paid for late payment till such time that the query, objection or dispute is resolved. The contractor will be entitled for payment of amount as agreed by NIFT per day after deducting TDS as per the existing rates. The payment shall be made by NIFT every month of the related amount on presentation of bill for such payment by the contractor in the first week of each succeeding month.
- 7.2 In the event of failure in discharge of the duties of security services on any day up to the desired standard in part or full, the contractor is liable to be penalized @ Rs.2,000/- (Rupees Two Thousand only) per day per person which shall be recovered from the bills or otherwise from security deposit. For purpose or imposing penalty, the decision of Director/Joint Director will be final and binding on the contractor and shall not be subject to dispute or arbitration.

- 7.3 The Contractor shall at all times indemnify and keep indemnified the owner and its officers, servants and agents from and against all third party claims whatsoever including but not limited to property loss and damage, personal accident, injury or death of/or property or person of any sub-contract and or the servants or agents of the contractor any sub-contractor(s) and or the owner and the contractor shall at his own cost and initiative at all times, maintain all liabilities under Workmen's Compensation Act/Fatal Accident Act, Personal Injuries, Insurance Act and/or their Industrial Legislation from time to time in force.
- 7.4 The Contractor shall submit the monthly bill to NIFT before 10th of every month, along with the copies of attendance register duly certified by the NIFT officials. Copies of previous month's wage register as well as EPF deposits challans, EPF Electronic Challan cum Return (ECR), GST remittance Challan, the guard's salary transferred statement to their account (with bank attestation) and salary paid details (salary slip of each guard) should also be submitted with every bill. Photo copies of annual insurance policy under the Workmen's Compensation Act should be submitted in the first month of award of contract.
- 7.5 NIFT will not be responsible for the release of benefits to any individual such as Provident Fund, Pensioner benefits or allowances. Any changes in the Minimum Wages Act or in any other labour legislation or other statutory obligations during the validity period of the contract shall be the responsibility of the Contractor.
- 7.6 Income tax, as per prevalent laws, shall be deducted at source while making payment of Contractor's bills.
- 7.7 The contractor will not charge the additional payment to provide the security services on holidays, Sunday and odd hours during NIFT events / functions.
- 7.8 Performance Security Deposit. 5% of the contract value as specified in GeM needs to be deposited in form of Demand Draft would be deposited with NIFT by the contractor, which is non-interest performance security deposit. This amount shall be refunded on completion of the contract after adjusting dues if any, to the contractor.
- 7.9 Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of THE DIRECTOR, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR/ insurance bond will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 10 days of award of contract.
- This Security Deposit should be furnished within 10 days of the issue of the contract order. This Security Deposit will not bear any interest. The Security Deposit will be refunded 60 days after satisfactory completion of the contract.



- The whole amount of the security deposit shall be liable to be forfeited in case of breach of any of the terms agreed upon by the contractor. The security deposit shall also be liable to appropriation against any dues payable to the NIFT, under the agreement or any expenses that may be incurred by NIFT, as a result of negligence or such acts and omissions on the part of the contractor or the persons deployed by him at NIFT. In the event of appropriation of security deposit fully or partly the contractor shall immediately make good the amount so appropriated from the security deposit in the form of demand draft failing which it shall be adjusted from the amount payable to the contractor.
 - The whole amount of the security deposit will be liable to forfeiture in the event of the contractor not being able to continue the contract for the entire duration of the contract at the same rates, terms and conditions.
 - If any theft or loss of property is reported by any department / section due to the negligence or improper action of any trespass of unauthorized persons, the security service provider shall be responsible and the NIFT shall have the right to recover damages from the payment dues & the security deposit of the service provider
- 7.10 As per the NIFT policy, all the payments and receipts would be rounded off to the nearest rupee.
- 7.11 In the event of revision of minimum wages fixed by central government are more than rates quoted by the tenderer, the rates shall be revised accordingly. The "Onus" for producing the copy of notification will be of Service provider.
- 7.12 The payment of wages shall be made directly by the Service provider to his workmen and not through Thekedars. No amount shall be deducted from the wages of the workmen by way of commission of the Thekedars.
- 7.13 The Service provider shall at all times indemnify the owner and its officers, servants and agents for and against all third party claims whatsoever (including time not limited to property loss and damage, personal accident, injury or death of/ or property or person of any sub-contract and or the servants or agents of the Security Agency any sub-Security Agency (s) and or the owner and the Security Agency shall at his own cost and initiative at all times, maintain all liabilities under Workman's Compensation Act/ Fatal Accident Act, Personal Injuries, Insurance Act and/or their Industrial Legislation from time to time in force.
- 7.14 All payments will be on reimbursement basis, the monthly bill(s) should be submitted in duplicate by the contractor along with necessary documents as proof of payment towards wages, EPF remittance, any other payments. All payments to the security personnel shall be through their Bank account only and the proof of remittance shall be invariable attached with the monthly bills. The payment will be made by the Institute after verification of the bill(s) by NEFT/ RTGS within 15days time from the date of receipt of bill(s). Statutory deductions shall be made from all payments as per the provisions in the Income Tax Act. The service provider company or firm will provide monthly challan for payment of GST along with bill. The Institute reserves the right to recover any amount due for whatsoever reason from the bill(s) submitted by the contractor. The payment shall be released on monthly basis after satisfactory completion of the services. The bills should be accompanied by same certificate as NIFT may prescribe from time to time for proof of payment to workers and statutory liabilities.



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, बेंगलूर

(निफ्ट अधिनियम 2006 द्वारा शासित और स्थापित एक वैधानिक निकाय, वस्त्र मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

NIT No: 5/25-26 NIFT-B/Pur/Security Services

8. ARBITRATION:

- 8.1 Dispute, if any, arising out of the Security Service contract shall be settled by mutual discussion between the parties within 30 days from the date of receipt of the notice of negotiation and amicable settlement by either party.
- 8.2 In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, the dispute/ differences shall be referred to arbitration by sole Arbitrator to be appointed by the Director NIFT/ Director General of NIFT as per the provisions of the prevailing Arbitration and Conciliation rules.
- 8.3 Decision of NIFT with regard to interpretation of the terms and conditions shall be final and binding on the Agency.
- 8.4 The Arbitration proceedings shall be held at Bengaluru Jurisdiction only.
- 8.5 The language of the arbitration proceedings shall be in English. The Arbitrator shall give a speaking and reasonable award.

9. **SCOPE OF WORK: SECURITY SERVICE CONTRACT**

- 9.1 Round the clock security arrangements, including Saturdays, Sundays and Holidays to be provided at the NIFT Campus, HSR Layout, Bengaluru – 560 102 as per following duty points and requirement on shift basis.

Sl. #	Duty Point	Shift Timing	Sec. Supervisor	Sec. Guard
1	Main Gate (1) and Campus Patrolling	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m. 10.00 p.m. to 6.00 a.m.	1 1 1	2 2 1
2	Near Gen Set room	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m. 10.00 p.m. to 6.00 a.m.		1 1 1
3	Near guest house / hostel corner	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m. 10.00 p.m. to 6.00 a.m.		1 1 1
4	Side Gate (3) – Near shuttle court / Gym	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m. 10.00 p.m. to 6.00 a.m.		1 1 1
5	C – Block (Classrooms) C- Block 3rd Floor (FC computer Lab)	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m. 9.00 a.m. to 5.00 p.m.		1* 1* 1*
6	D – Block, Ground Floor (Computer lab)	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m.		1* 1*
7	D – Block, I Floor (Computer lab)	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m.		1* 1*
8	D – Block, 2 Floor (Computer lab)	9.00 a.m. to 5.00 p.m.		1*
9	Library	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m.		1* 1*
10	New Block	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m.		1* 1*
11	E- Block (Girls Hostel) – Lady Security Guard	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m. 10.00 p.m. to 6.00 a.m.		1 1 1
12	F- Block (Girls Hostel) – Lady Security Guard	6.00 a.m. to 2.00 p.m. 2.00 p.m. to 10.00 p.m. 10.00 p.m. to 6.00 a.m.		1 1 1
13	E & F Block – Entrance Lady Security Guard	09.00 a.m. to 5.00 p.m.		1

***Please Note: we don't require security service on Sundays (S.No: 5 to 10).**

[Male S. Supervisor – 3 Nos., Male S. Guard – 26 Nos. & Female S. Guard – 7 Nos.]

Note: The Competent Authority at his/ her discretion may increase/ decrease the number of persons to be deployed based on daily/ weekly requirements. The security personnel will have to be deployed in shift basis based on approved deployment plan. The deployment plan shall be prepared and submitted to the NIFT authority on a monthly basis for approval

- 9.2 The Security Agency may preferably engage ex-servicemen well trained in the field of security services **with three years' experience**. They should be literate (Supervisor with at least 10+2 certificate and Guards with at least 10th Certificate), able to read, write and understand Kannada, Hindi and English languages. They should have first-aid training in the area of industrial security and in handling fire-fighting equipment.
- 9.3 The security supervisors and guards must be smartly dressed in proper uniforms, while on duty. If at any time any of the security personnel are found to be guilty of misconduct in any manner, the Security Agency shall be asked to replace that person.
- 9.4 The Security personnel assigned duties at the Institute campus and at the hostels, should deal with staff, students and visitors, politely and courteously, while enforcing discipline. In case any security staff is found to misbehave or indulges in misconduct of any nature, the Security Agency shall be asked to replace that person.
- 9.5 The Contractor should submit the employees' eligible amount to the PF authority and it should match with the TRRN receipt. Any failure in remittance will attract penalty upto an extent of 5%. The decision of the Director, NIFT, Bengaluru in any matter relating to this shall be final. Any deviation in the EPF remittance details will not be considered for reimbursement, till it gets rectified.
- 9.6 No amount should be collected or deducted from the employees' salary apart from statutory deductions payable to specific authorities like PF, PT etc. If this clause is violated, the contract is liable to be terminated.
- 9.7 The security agency shall verify character, attendance of security personnel before deployment in NIFT, Campus. The particulars of staff (name, age, address, qualifications, previous service experience, etc.,) engaged by the Security Agency should be submitted to the Assistant Director, NIFT. NIFT reserves the right to verify the antecedents of the security personnel engaged on duty through the local police officials. For this purpose, the Security Agency should submit requisite detailed information and passport-size photographs and extend co-operation in getting the verification done.
- 9.8 The security supervisor / guards shall not be changed by the security agency until and unless so warranted.
- 9.9 NIFT will not be responsible to provide any residential accommodation to security personnel deployed by security agency.
- 9.10 The security personnel shall not indulge in any loose or unwarranted talk with the employees or students or visitors. During Sundays/holidays or after office hours on working days, the security shall be extra vigilant.
- 9.11 It would be the responsibility of the Security Agency to maintain and ensure full-proof security at the main gate by regular check of incoming/outgoing personnel. As far as visitors are concerned, the security personnel should insist that they write in the register their name, address, telephone number, the purpose of visit and the person they want to meet and thereafter issue a visitor pass. The visitors pass, should be collected back, when the visitor leaves, duly signed by the concerned official.



9.12 The scope of work is to effectively & efficiently cater to the security needs of the Institute and therefore involves jobs which include the following:

- Watch & ward of entire NIFT campus at Bengaluru including office building, computer labs, resource Centre, STP, electrical substations & DG set, all installations, hostel premises etc., adjoining the campus or any other premises notified by the Authority.
- preventing entry of unauthorized persons & vehicles
- regulating entry and exit of vehicles
- regulating entry and exit of materials
- prevention of theft, loss and damage to NIFT property
- vigil, monitoring other service work going at campus
- keeping constant patrolling of the premises
- fire fighting in case of emergency
- driving away stray animals
- safety of movable & immovable property
- Regular checking of all office rooms and switching off lights, fans, power points, air conditioners etc.
- Attending telephone calls when office is closed and keeping record of telephonic message/ communication.
- Record keeping
- liaison with the State Police Department immediately in case of breach of peace/theft and shall assist the Institute in lodging complaints with police for loss, damage, destruction, pilferage of any of the properties of the Institute, their staff members and students.
- shall strictly check the authenticity and identity of the persons visiting the campus and shall keep the records of all persons entering in and leaving the campus as per norms laid down by NIFT authority
- The security guards deployed in shifts will be required to keep continuous patrolling regularly.
- The security personnel at the main gate will also maintain a log-book of vehicles hired from the transport contractor for each tour undertaken, name of the official using the transport facility, etc.,
- All the incoming and outgoing entities and goods should be thoroughly checked by the security guards. The security guards must ensure that NIFT's property, whether equipment or materials, are not allowed to be taken out of the campus, without proper gate-pass duly signed by the authorized officials. To keep proper records of incoming and outgoing material the proper register should be maintained.
- The security guards at main gate has to maintain Lost and Found register and records all the incidents and return as per existing SOP any left out should brought to the notice of Authority on monthly basis.
- The security supervisor shall also check the garbage/ wastage being taken out for disposal to ensure that none of the useful items are taken out for disposal.
- The Security guards will carry out occasional random checks of 2 wheelers and 4 wheelers of staff and students while leaving the campus to ensure that none of the property of NIFT is being taken out un-authorized. Similarly, random frisking of staff and students should be done. Such check of vehicles or frisking of personnel must be done only in the presence of an authorized officer of NIFT. Secondly, female security guards should do the frisking of female students/ staff.
- Any other jobs concerned with the Security issues of the Institution



- 9.13 In the event of any eventuality or mishap happening at the campus, such as robbery, vandalism, fire, communal riot, earthquake, etc., the security persons on duty shall immediately intimate the Joint Director / Assistant Director and / or other officers. List of Residential phones or Mobile phone numbers of NIFT Officers shall be available with the Security at the main gate. The Security Agency shall be held responsible if the message is not conveyed to the NIFT officers immediately.
- 9.14 After office hours on working days and Sundays/Holidays, Security Supervisor on duty at the main gate shall also receive phone calls/messages from other institutions/organizations and depending upon the urgency of the matter, relay such messages to the concerned officials of NIFT.
- 9.15 Similarly, the Security Agency shall be responsible for theft, fire or any other damage in the Institute occurring on account of carelessness of the security personnel. The amount of damage as determined by the Joint Director of the Institute, in such cases, shall be final and binding on the security agency.
- 9.16 The security personnel on duty, will not leave the duty point on completion of their 8 – hours shift duty, unless and until the next person on duty takes over/or reliever person takes charge. In case any security guard falls sick, the security agency shall be responsible to provide reliever person out of its pool of security guards, at its own cost.
- 9.17 The Security Agency shall maintain record of major/ minor incidents on daily basis and report the same to the Joint Director/Assistant Director/or any other official authorized in this regard. The Agency will also enquire about any incidents, like theft, indiscipline, disobedience or any unauthorized activities/criminal activities happening in the campus. The security agency shall also be responsible to lodge complaints with police authorities in such instances and take follow-up action for recovery of lost material/equipment.
- 9.18 The security personnel at the main gate will also maintain a log-book for Institute's transport vehicles as well as vehicles hired from the Transport Contractor for each tour undertaken, name of the officer/faculty using the transport facility, meter readings, place visited etc.
- 9.19 The Security Agency shall provide torches with dry cells, batons, raincoats, umbrella or any other materials required to its staff of guards and supervisors, along with uniforms.
- 9.20 The security personnel shall keep watch at various points designated including patrolling the campus, especially after office hours. In the event of power failure at any time, the security personnel should use emergency lights and place them at vantage points, as also intensify patrolling. The security guard shall also keep a check and avoid wastage of electricity and water.
- 9.21 To manage key of doors inside NIFT building/office vehicles etc., and issue to authorize persons only.
- 9.22 To switch off and switch on electrical switches, fans, computer systems, closing of water tapes etc., after the office hours.
- 9.23 The agency may require to co-ordinate/ liaise with local authorities such as Bengaluru Police/ Traffic Police, BESCO, BWSSB etc., in connection with the security service as per requirement of prevailing legislation in such matters as called for.
- 9.24 The security guards should check that no street dogs/cat or any pets enter the campus premises.
- 9.25 The same security personnel should not be given more than 8 hours of duty in a day. If it is found that the same security personnel are around duties for more than 8 hours in a day an amount equivalent to two shifts' will be deducted from the bill for such incidence.



- 9.26 The posts/ couriers received at the main gate should be handed over to the concerned immediately on receipt. However, if the same is not delivered the reason there of should be brought to the notice of the NIFT in-charge officer and no post/courier should be kept at main gate for more than 3 days.
- 9.27 The class room should be kept open only if the classes are held; if no classes are conducted the same should be kept locked. The classrooms may be opened when called for in case of any requirement by the concerned faculty/staff.
- 9.28 The Rooms/Cabins of the officers should be kept locked when the officer is not present. The security will be held responsible for any theft/missing.

10. Penalty:

- NIFT officers may carryout surprise checks at any time of the day or night. During the duty hours if any security guard is found missing or sleeping or in a drunken state such person will have to be replaced immediately. In such instances NIFT reserves the right to cancel the security contract or impose a penalty of Rs.2,000/- per such occurrence.
- In case of any damage or loss to the Institute's property or material caused directly or indirectly by the security personnel, the security agency shall be held fully responsible, and the Institute shall be entitled to deduct appropriate amount + Penalty from contract fees payable to the Agency. The amount of loss or damage as determined by the Joint Director, NIFT shall be final and binding on the Security Agency.



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, बेंगलूर

(निफ्ट अधिनियम 2006 द्वारा शासित और स्थापित एक वैधानिक निकाय, वस्त्र मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)

NIT No: 5/25-26 NIFT-B/Pur/Security Services

ENCLOSURE – I

**FORMAT OF BID SECURITY DECLARATION FROM BIDDERS
IN LIEU OF EMD
(On Bidders Letter head)**

I / We, the authorized signatory of M/s ,
participating in the subject tender No for the item / job of
..... , do hereby declare :

1. That I / we have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.
2. That in the event we withdraw / modify our bid during the period of validity Or I/we fail to execute formal contract agreement within the given timeline OR I/we fail to submit a Performance Security within the given timeline Or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding / award of all future contract(s) of National Institute of Fashion Technology (All Centers) for a period of one to three year from the date of committing such breach.

Signature and Seal of Authorized Signatory of bidder

Name of Authorized Signatory

Company Name (with seal).....



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ENCLOSURE – II

UNDERTAKING BY THE SECURITY CONTRACTOR

I/ We have carefully gone through the various terms and conditions listed in sections 'A', 'B', 'C' 'D' 'E' & 'F' above for provisions of Security Services at NIFT. We agree to all these conditions and offer to provide security services at NIFT Bengaluru. We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. We have inspected the Institute premises and the hostels and have acquainted ourselves with the tasks required to be carried out, before making this offer.

I/ We am/ are responsible to check that in no case, wage of personnel supplied should be less than the minimum mandatory rates/ wages per month per person as prescribed by Central government

Except statutory recoveries such as EPF and ESI no additional amount in whatever name (ex: charities, relief fund etc.) will be recovered from the wages of the personnel supplied.

I/ We having our office at

declare that I/ We have never been blacklisted/ debarred from participating in contracts by any state Government/ Central Government or any State/ Central PSU and not having any vigilance/ CBI/ Court cases are pending against the firm has been registered/ is pending against us.

I/ We hereby declare that all the statement made and submitted are true and complete to the best of my/ our knowledge. In case the submitted information found false. I/ We are fully aware that the tender/ contract will be rejected/ cancelled and EMD/ Security Deposit shall be forfeited and the contract may be terminated.

We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place : _____

Dated : _____

Name & Signature of authorized person of the firm
(service provider)

E mail: _____

Address: _____

Mobile No: _____



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, बेंगलूर

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ENCLOSURE – III

UNDERTAKING ON REGISTERED OFFICE WITHIN THE VICINITY OF NIFT CAMPUS

This is to certify that the following is the address of our register/ sub register office located in the vicinity of the Consignee location (NIFT Campus, HSR layout, Bengaluru, Karnataka)

(Please note that Rental agreement cannot be considered as registered for office, contact person at the above location if the office is sub registered officer)

.....
.....
.....

The Registered address proof has been submitted along with Annexure – I having recorded in MSME/ GST/ EPF/ (any other specify)

(Consignee location details)

Contact Person:

Designation:

Contact Number:

E mail:

Mobile No:

Place : _____

Dated : _____

Name & Signature of authorized person of the firm
(service provider)



ENCLOSURE – IV

(Format of Integrity Pact)

(To be executed on plain paper at the time of submission of bid and on Non-Judicial Stamp Paper of appropriate value by successful Bidder (Contractor) prior to signing of Contract Agreement)

PRE-CONTRACT INTEGRITY PACT

Between

1. General:

This pre-contract Agreement (hereinafter called the Integrity Pact) is made at NIFT Campus Bengaluru ____ day of the month of ____ between **The National Institute of Fashion Technology (NIFT), at No. 21,16th Cross, 27th Main Road, Sector – 1, HSR Layout, Bengaluru – 560102** (hereinafter called the “NIFT”, which expression shall mean and include, unless the context otherwise requires, its successors and assigns) of the **First Part**

and

____ (Name of Company) represented by _____, (Name of authorized person) _____ (Designation) (hereinafter called the “BIDDER” which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the **Second Part**.

WHEREAS the NIFT proposes to procure under laid down organizational procedures, contract/s for Supply, installation & Commissioning of 45 No's of Workstations the Bidder/Contractor is willing to offer against GeM Bid No. _____.

WHEREAS the BIDDER is a private company/ public company /LLP/ partnership, constituted in accordance with the relevant law in the matter and the NIFT is the pioneering Institute of Fashion Education in the country under the Ministry of Textiles. Govt of India. It was made a statutory institute in 2006 by an Act of Indian parliament and has 20 full-fledged campuses all across the country.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence /prejudiced dealing prior to, during and subsequent to the currency of the contract to be entered into with a view to:

Enabling the NIFT to obtain the desired said services at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement and

Enabling BIDDER to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the NIFT will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this integrity Pact and agree as follows:



2. Commitments of NIFT

- 2.1 The NIFT undertakes that no official of the NIFT, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favor or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 2.2 The NIFT will during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.
- 2.3 All the officials of the NIFT will report to the appropriate Government office any attempted or contemplated breaches of the above commitments as well as any substantial suspicion of such a breach.
- 2.4 In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the NIFT with full and verifiable facts and the same is prima facie found to be correct by the NIFT, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the NIFT and during such period such officer shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the NIFT the proceedings under the contract would not be stalled.

3. Commitments of BIDDERS

The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:

- 3.1 The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any officials of the NIFT, connected directly or indirectly with bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
- 3.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the NIFT or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favor or disfavor to any person in relation to the contract or any other contract with the Government.
- 3.3 BIDDERS shall disclose the name and address of agents and representatives and Indian BROKERS shall disclose their foreign principals or associates.
- 3.4 BIDDERS shall disclose the payments to be made by them to agents/ brokers or any other intermediary, in connection with this bid/ contract.



- 3.5 The BIDDERS, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments they have made, committed to or intends to make to officials of the NIFT or their family members, agents, brokers or any other intermediaries in connection with contract and the details of services agree upon for such payments.
- 3.6 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.
- 3.7 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 3.8 The BIDDER shall not use improperly, for purposes of competition or personal gain or pass on the others, any information provided by the NIFT as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.
- 3.9 BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.
- 3.10 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.
- 3.11 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative to any of the officers of the NIFT or alternatively, if any relative of the officer of the NIFT has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filling of application. The term 'relative' for this purpose would be as defined in Section 2 (77) of the Companies Act, 2013.
- 3.12 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the NIFT.

4. Previous Transgressions

- 4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the empanelment process.
- 4.2 The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the empanelment process or the contract, if already awarded, can be terminated for such reason.

5. Sanctions for Violations

- 5.1 Any breach of the aforesaid provision by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the NIFT to take all or any one of the following actions, wherever required:
- To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with other BIDDER (s) would continue.
 - Performance bond shall stand forfeited either fully or partially, as decided by the NIFT and the NIFT shall not be required to assign any reason thereof



- III. To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER
- IV. To debar the BIDDER from participating in future bidding processes of the NIFT or its associates or subsidiaries for minimum period of five years, which may be further extended at the discretion of the NIFT.
- V. Forfeiture of performance bond in case of decision by the NIFT to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

5.2 The NIFT will be entitled to take all or any of the actions mentioned at para 5.1(I) to (V) of this Pact also on the commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BROKER), of an offence as defined under Chapter XIV of the Bharatiya Nyaya Samhita, 2023 or Prevention of Corruption Act, 1988 or any law enacted for prevention of corruption.

5.3 The decision of the NIFT to the effect that a breach of the provision of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent External Monitor(s) appointed for the purposes of this Pact.

6. Independent External Monitors

6.1 NIFT has appointed 2 IEMs (Independent External Monitors hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission.

6.2 The Integrity Pact envisages a panel of Independent External Monitors (IEMs) to review independently and objectively, whether and to what extent parties have complied with their obligation under the pact. The IEM has the right to access to all the project document.

6.3 The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

6.4 The Monitors shall not be subject to instruction by the representatives of the parties and perform their functions neutrally and independently.

6.5 Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.

6.6 As soon as the Monitor notices or has reason to believe, a violation of the Pact, he will so inform the Authority designated by the NIFT.

6.7 The NIFT shall provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

6.8 The BIDDER (s) accepts that the Monitor has the right to access without restriction to all Project documentation of the NIFT including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his transaction documents. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER with confidentiality.

6.9 The Monitor will submit a written report to the designed Authority of the NIFT within 8 to 10 weeks from the date of reference or intimation to him by the NIFT / BIDDER and should the occasion arise, submit proposals for correcting problematic situations



7. Facilitation of Investigation

In case of any allegation of violation of any provision of this Pact, the NIFT or its agencies shall be entitled to examine all the documents including the Books of Accounts of the Bidder and the Bidder shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

8. Law and Place of Jurisdiction

This Pact is subject to Indian Law. The place of performance and jurisdiction is at Bengaluru, Karnataka.

9. Other Legal Actions

The action stipulated in this integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

10. Validity

10.1 The validity of this Integrity Pact shall be from date of its signing and extend up to **3 years** or the complete execution of the contract to the satisfaction of both the NIFT and BIDDER, including warranty period, whichever is later in case BIDDER is unsuccessful, the integrity pact shall expire after six months from the date of signing of the contract.

10.2 Should one or several provisions of the Pact turn out to be invalid, the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

11. The parties hereby sign this Integrity Pact, at Bengaluru on _____.

For & On behalf of the NIFT (Official Seal) Place: Date:	For & On behalf of the Bidder (Official Seal) Place: Date:
Witness 1. _____ 2. _____	Witness 1. _____ 2. _____



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, बेंगलूर
(निफ्ट अधिनियम 2006 द्वारा शासित और स्थापित एक वैधानिक निकाय, वस्त्र मंत्रालय, भारत सरकार)
NATIONAL INSTITUTE OF FASHION TECHNOLOGY, BENGALURU
(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)
NIT No: 5/25-26 NIFT-B/Pur/Security Services

ANNEXURE- I

Technical Bid – Check list for providing Security Service

1. Name of the Company
2. Address of the Company.....
.....
3. Phone No. Mobil.....
4. Email address
5. Authorized officials Name, Designation and Contact No

Require Documents	Attached / Not attached	Page No.
EMD as recorded in GeM document OR EMD exception details submitted along with Enclosure - I		
Undertaking & acceptance letter by the service provider (on original stationery) Enclosure - II		
Signed all the pages of tender documents and enclosed		
Copy of Shop and Establishment certificate		
Copy of Company Registration Certificate		
Copy of Service Tax registration / GST Certificate		
Copy of License under Contract Labour Act		
Copy of EPF Registration with Regional PF Commissioner		
Copy of ESI Registration		
Copy of PAN Card		
Copy of IT returns for last three years		
Copy of Audited Annual financial statements for last three years		
company or firm must be registered under private security Act 2005		
Labour License & license for running similar Service		
List of Clients - to where service provided in last 5 years (NIFT committee may visit and check the performance)		
If any other (Any other detail Specify)		

Date: -

Place: -

Signature of authorized person with stamp