



**REGIONAL OFFICE (KARNATAKA)**  
**EMPLOYEES STATE INSURANCE CORPORATION**  
**NO.10, BINNYFIELDS, BINNYPET,**  
**BANGALORE - 560 023.**



**“ISO 9001:2000 certified QMS OFFICE”**

**Tel No: 080-26742485 / 26743820**

**E Mail: [esicbng@kar.nic.in](mailto:esicbng@kar.nic.in), Fax: 26741307**

**TENDER NOTICE**

1. Sealed Tenders are invited from experienced and genuine contractors/suppliers/agents registered under the Karnataka Private Security Guards (Regulation of Employment & Welfare) Act, 1981 / the Private Security Central Model Rules, 2006, for deployment of ex-servicemen Security Guards/ Supervisors round the clock at various properties of E.S.I.Corporation at Bangalore ( Nandini Layout, Kumarapark, Jayanagar, Dollars Colony, Queens Road, Mysore Road, Majestic , Rajajinagar, Seshadripuram, NGEF) Mysore, Nanjangud, Mangalore, Hassan, for a period of 1 (One) year which can be extended on the basis of performance and mutual agreement for further period.
2. The Agency should have experience for providing Security services in reputed organizations of not less than 6000 sq. Mtrs preferably in Govt./Public Sector/ Private Sector for at least three years.
3. The total area of space to be maintained is approximately 38,900 [33206+5694] Sq, Mtrs and open space situated in Karnataka. The eligible agencies may visit/inspect the site on any working day and collect all information that will be necessary for preparing the tender and entering into a contract for the services to be rendered between 10 AM to 12.30 PM and 3 PM to 5 PM (Monday to Friday) by contacting **Shri. R.Raju Dy. Director**.
4. A set of tender documents can be purchased from this office from 10 AM to 12.30 PM and 3 PM to 5 PM (Monday to Friday) from 10.01.2012 to 20.01.2012 on payment of a non-refundable cost of **Rs. 1,000/-** in the form of a Demand Draft/Bankers cheque payable to “ESI Fund Account No-1” at Bangalore. Tender document can also be downloaded from website [www.esic.in](http://www.esic.in) and fee can be enclosed by a separate DD along with EMD of **Rs.3,55,000-00**.

5. Tender documents consists of the following:-
  - i. Tender notice including eligibility criteria.
  - ii. Instruction to Tenderer.
  - iii. General condition of contract.
  - iv. Scope of Work (Annexure B)
  - v. Tender Application
  - vi. Technical Tender
  - vii. Financial Tender
  - viii. Declaration
6. Sealed Tender consisting of separate Technical and Financial bids filled in the specified proforma written in bold letters “ **TENDER FOR SECURITY SERVICES**” and addressed to the Regional Director, ESI Corporation , No.10, Binny Fields, Binnypet , Bangalore-560023. Should reach latest by 3 PM on 24.01.2012.
7. The Technical Bids shall be opened at 4.00 PM on 24.01.2012 in the presence of such Tenderer’s or their authorized representatives who may wish to be present.
8. The Tenders whose technical bids are accepted will be eligible to participate in financial bids on 25.02.2012 at 4 p.m.
9. Tenders received after the closing date and time shall not be considered.

Place: Bangalore  
Date: 10.01.2012

**(K.F.JANVEKAR)**  
**Regional Director &**  
**Additional Commissioner**

**ANNEXURE 'A'**

**DECLARATION**

1. I, \_\_\_\_\_ Son/Daughter of  
Shri \_\_\_\_\_  
Proprietor/Partner/Director/Authorized Signatory of  
\_\_\_\_\_ am competent  
to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions  
of the tender and hereby convey my acceptance of the same.
3. The information/document furnished alongwith the above  
application are true and authentic to the best of my knowledge and  
belief. I/We, am/are well aware of the fact that furnishing of any  
false information/fabricated document would lead to rejection of  
my tender at any stage besides liabilities towards prosecution  
under appropriate law.

Date:  
Place:

Signature of authorized person  
Full Name  
Company's seal:

N.B. The above declaration, duly signed and sealed by the authorized signatory of  
the company should be enclosed with Technical tender.

**Annexure 'B'**

**FINANCIAL TENDER FOR PROVIDING SECURITY SERVICES IN ESIC  
REGIONAL OFFICE & OTHER BRANCH OFFICE UNDER REGIONAL OFFICE**

**[KARNATAKA] –**

**(to be put in separate cover)**

Name of the Tenderer: \_\_\_\_\_

Sl. No		Rate per month Rs.	Total No.	Amount
A	MANPOWER CHARGES			
i.	Supervisors			
ii.	Ex-Servicemen Guards			
iii.	Civilian Guards			
	Total of A (Rs.)			

Note: - Separate sheet as per DGR rates to be enclosed giving details of rates.

Signature of Owner/  
Managing Partner/Director.

Place:  
Date:

Name:  
Seal:

Sl. No	Particulars	Percentage	Security guard Ex-service-man	Security Supervisor	Remarks
1.	<b>Basic wages + VDA</b>				
2.	<b>ESI</b>	4.75% of (1)			
3.	<b>EPF</b>	12% of (1)			
4.	<b>EDLI</b>	0.5% of (1)			
5.	<b>Adm. Charges</b>	1.11% of (1)			
6.	<b>HRA</b>	15% of (1)			@
7.	<b>ESI on HRA</b>	4.75% of [15% of (1)]			
8.	<b>Bonus</b>	Min.8.33% of Rs.3500/- [lower limit]			
9.	<b>Uniform outfit allowance</b>	7% of (1)			
10.	<b>Uniform washing allowance</b>	3% of (1)			
11.	<b>Total</b>				
12.	<b>Weekly off/National Holiday/other Holidays</b>	28.98% of Total			@@
13.	<b>Total Cost Per head</b>				
14.	<b>Service charges</b>	Not less than 14% of			
15.	<b>Sum Total</b>				
16.	<b>Service Tax</b>	10.3% of (15)			
	<b>Grand Total</b>				

@ In addition 5% of Basic plus VDA in case of employment of ESM not resident of the respective state.

@@ Addl. No. of ESM to be employed as leave relief (wherever applicable)

**Annexure 'C'**

**TECHNICAL TENDER FOR SECURITY SERVICES IN ESIC REGIONAL OFFICE  
& OTHER BRANCH OFFICE UNDER REGIONAL OFFICE [KARNATAKA]**

(to be put in separate cover)

Sl.No.		
1.	NAME OF TENDERING COMPANY/FIRM/SELECTED TENDERERS	
2.	NAME OF OWNER/PARTNERS/DIRECTORS	
3.	FULL PARTICULARS OF OFFICE	
	(a) ADDRESS	
	(b) TELEPHONE No.	
	(c) FAX No.	
	(d) E-mail address	
4.	FULL PARTICULARS OF THE BANKERS OF COMPANY/FIRM/SELECTED TENDERERS WITH FULL ADDRESS/TEL. No.	
	(A) Address	
	(B) TELEPHONE No.	
	(C) FAX No.	
	(D) E-MAIL ADDRESS	
5	REGISTRATION DETAILS:	
	(A) PAN/GIR No.	
	(B) SERVICE TAX REGISTRATION No.	
	(C) EPF REGISTRATION No.	
	(D) ESI REGISTRATION No.	
6	DETAILS OF EARNEST MONEY DEPOSIT	
	(A) AMOUNT	
	(B) DD/BC No AND DATE	
	(C) DRAWN ON BANK	
	(D) VALID UPTO	

The above format may be used to provide requisite details.

- (7) – i. Audited Balance Sheet for 2008-09, 2009-10, 2010-11  
ii. Audited income/Expenditure Statement for 2008-09, 2009-10, 2010-11  
iii. Audited Profit & Loss Account statement for 2008-09, 2009-10, 2010-11  
iv. Audited Report statement for 2008-09, 2009-10, 2010-11

Date:  
Place:

Signature of authorized person  
Full Name  
Company's seal:

**Details of Staff**

Name, ESI/EPF No.	Qualification	Employee Code	Designation	Experience in Security work	Health Check

The above format may be used to provide employee details.

Signature of Owner/  
Managing Partner/Director.

Place:  
Date:

Name:  
Seal:

**DETAILS OF EXISTING CONTRACTS**

Sl. No	Name & Address of the organization, Name, Designation & contact , telephone/fax no. of the Officer concerned	Details regarding the contract including manpower deployed	Value of Contract (Rs.)	Duration of the Contract	
				From dd/mm/yy	To dd/mm/yy
<b>A</b>					
<b>B</b>					
<b>C</b>					
	Additional information, if any				

The above format may be used to provide employee details.

Signature of Owner/  
Managing Partner/Director.

Place:  
Date:

Name:  
Seal:

Price: - Rs. 1,000/-

FORM Sl.No. \_\_\_\_\_



**REGIONAL OFFICE (KARNATAKA)**  
**EMPLOYEES STATE INSURANCE CORPORATION**  
**NO.10, BINNYFIELDS, BINNYPET,**  
**BANGALORE - 560 023.**  
**“ISO 9001:2000 certified QMS OFFICE”**  
**Tel No: 080-26742485 / 26743820**



No: 53/D/35/16/5/Constn

Date: 10.01.2012.

Sealed tenders are invited from “reputed, registered & Licensed Agencies who full fill the eligible criteria and who can take on the work as mentioned below for a period of **One Year** which can be extended on the basis of performance and mutual agreement for further periods for providing round the clock security services of Supervisor & Security Guards at ESIC properties at Bangalore( Nandini-Layout, Kumara Park, Jayanagar, Dollars Colony, Mysore Road, Magadi Road, Rajajinagar, Seshadripuram, NGEF, Queens Road) Mysore, Nanjangud, Mangalore, Hassan.

**Eligibility Criteria:**

1. The Agency should have experience for providing Security in reputed organization preferably in Govt. & Public Sector for at least 3 Years. (Attach list of clients as above along with satisfactory performance certificate from such clients).
2. The Wages to be paid to Ex-Servicemen as fixed by Director General of Resettlement, Government of India, Ministry of Defense from time to time.
3. The Tenderer must have an average annual turnover of **Rs. 2, 50, 00,000/- (Rupees Two Core and fifty lakhs)** and should be profit making during the last three years. Copies of the following documents should be submitted along with the Technical Bid.
  - a) Registration Certificate under
    - i. Contract Labour (R & A) Act, 1970
    - ii. ESI, EPF, Income Tax, Service Tax.
    - iii. D.G.R [desirable but not essential]
  - b) Income Tax , Service Tax Clearance Certificate for last 3 years
  - c) ESI, EPF payment certificate for last 3 years.
  - d) Minimum Wages payment certificate from Labour Enforcement Office.
  - e) Balance Sheet for last 3 years.
  - f) Annual Turnover for the last 3 years.

4. **Scope of Work:-** Number of Guards required about 110 No's

Sl. no.	<u>Details of Properties</u>	<u>in Sq.Mtrs</u>
1.	Branch Office Mysore Road (Dispensary/Br.Office/Qrts)	708.00
2.	M.R.Office Mysore Road[M.R. Office/Dispensary/ Qrts)	795.00
3.	Branch office Majestic (Dispensary/Br. Office/Qrts.)	721.33
4.	Branch Office Magadi Road (Dispensary/Br.Office/Qrts)	514.73
5.	Branch Office Srirampuram (Dispensary/Branch Office)	776.25
6.	Branch Office Seshadripuram (Dispensary/Branch Office)	602.82
7.	Branch Office Rajajinagar (Dispensary/Branch Office)	471.12
8.	Branch Office NGEF (Dispensary/Branch Office/Quarters)	918.30
9.	<b>Branch Office Basavangudi (Dispensary/BO/Diagnostic centre)</b>	1065.00
10.	Branch Office Queens Road (Dispensary/Br.Office/Qrts)	1425.71
11.	RD's Quarters, Dollar Colony	166.68
12.	Officers Quarters, Kumara Park	1500.00
13.	4 <sup>TH</sup> Block Jayanagar (Dispensary/Officers Quarters)	625.46
14.	Victoria Layout	272.56
15.	Nandini Layout (Staff Quarters)	14991.26
16.	Holiday Home Mysore	11144.43
17.	<b>Branch Office DR Mohalla</b> ,Mysore (Br.Office/Disp.)	690.00
18.	Br.Office Subhashnagar, Mysore (Disp. /Br.Office/Qrts)	1103.13
19.	Branch Office Nanjangud (Dispensary/BO/Quarters)	1211.40
20.	Branch Office Hassan (Dispensary/BO/Quarters)	1061.82
21.	Branch Office Mangalore(Shivbhag)(Disp/BO/Qrts)	9153.98
22.	Baikampady (Dispensary/BO/Quarters)	848.90
23.	Regional Office , Binnypet, Bangalore	5694.00

### **General Instructions:**

1. Cost of Tender Form Rs.1,000-00 [Rs. One thousand only]
2. Tender should be submitted complete in all respect along with documents under eligibility criteria Rs.3,55,000-00[Rs. Three lakhs Fifty five thousand only] EMD alongwith application form Rs.1,000-00 [Rupees One thousand only].
3. The sealed envelope containing both the quotations [Financial & Technical] should be marked in capital letters "**Tender for Security Services**" and same may be dropped in the tender box available at Reception of this office. The envelop should also bear the Tenderer's name and address.
4. **Last date with time:-**
  - a) Sale of Tender Forms: 10.01.2012 to 21.01.2012 (except Saturday /Sunday /Holiday)
  - b) Last date for submission of Tenders: 24.01.2012 up to 3.00.P.M
  - c) Date of opening of Technical Tenders: 24.01.2012 at 4.00.P.M & Financial Tenders: 25.01.2012 at 4.00.P.M.
5. The Agency should not have been blacklisted by any Central/State Govt. Agency in the past three years (Attach self certificate)
6. **Venue:**

The Sealed tenders will be opened in the Conference Hall of **Regional Office (Karnataka) Employees State Insurance Corporation, No. 10, Binnyfields, Binnypet, Bangalore-560 023**. On scheduled date as stated above in the presence of Tenderer's who choose to be present.
7. The Tenders without all/any documents as stated above and in-complete without Application fee/EMD shall be invalid and liable to be rejected.
8. Tenders with false/misleading documents/information will lead to disqualification of tenders.
9. The competent Authority of ESI Corporation reserves the right to accept or to reject all/any tender/offer without assigning any reason thereof.
10. The earnest money of unsuccessful Tenderer's will be refunded, without accrual of any interest, in due course of time, as per office convenience.

**Deputy Director (Genl)  
For Additional Commissioner &  
Regional Director**



**REGIONAL OFFICE (KARNATAKA)  
EMPLOYEES STATE INSURANCE CORPORATION  
NO.10, BINNYFIELDS, BINNYPET,  
BANGALORE - 560 023.**

**“ISO 9001:2000 certified QMS OFFICE”  
Tel No: 080-26742485 / 26743820**



**INSTRUCTION FOR SUBMISSION OF TENDER DOCUMENT**

1. Earnest Money for providing services of EX-Servicemen Security Guards is Rs. 3,55,000-00[Rs. Three lakhs Fifty five thousand only]
2. Category Security Service from Ex-Servicemen Earnest Money must be deposited along with Tender form through ***Demand Draft drawn in favour of “ESI Fund A/c No.1”*** payable at State Bank of India Bangalore. ***Tender without Application fees & earnest money deposit will not be entertained.***
3. Sealed Tender cover must contain 2 Sealed Envelopes [Technical & Financial] bids super-scribing “Security Services, Ex-Servicemen.”  
Tender should reach this office latest by 24.01.2012 up to 3.00p.m and Technical tender will be opened on 24.01.2012 at 4.00 p.m in presence of Tenderer's who choose to be present. ***Only qualifying bidders will be eligible to participate in financial bid.***
4. Tenders should be typed/computer printed. All the documents attached with the tender forms should be serial numbered and total number enclosures must be mentioned on covering letter.
5. The offer of Tender should contain the following documents:-
  - a) Bidders profile giving complete details about the firm, including the period for which on covering letter.
  - b) Name/s of proprietor/partners/ directors of the bidders, firm with their residential addresses and the telephone numbers.
  - c) Audited annual accounts for the last 3 years duly certified.
  - d) Attested copies of deed of partnership, if the firm is a partnership concern or Memorandum and Articles of Association duly certified in case of company.
  - e) Attested copies of Income Tax clearance certificates for last 3 years.
  - f) Copy of registration under Contract Labour Act as well as certificate of registration of firm if so, with register of firms (to be enclosed).

- g) Code numbers showing coverage under ESI and EPF Acts to be quoted invariably. Certificate/s showing registration with District Guard Board etc., appropriate authority to be enclosed.
  - h) Details of establishment where, regarding the quality and duration of service rendered.
  - i) Certificates from the clients regarding the quality and duration of service rendered.
  - j) Declaration on letter head of the contracting firm that it has never been involved in any illegal activity or financial frauds.
  - k) Demand Draft of Earnest Money Deposit (as above) drawn in favour of ESI Fund A/c No.1, payable at State Bank of India, Bangalore. Tenders without the EMD will not be considered.
  - l) The Agency should not have been blacklisted by any Central/State Govt. Agency in the past three years (Attach self certificate)
  - m) Copy of the terms and conditions duly signed by authorized person.
5. Successful bidders will have to deposit Security deposit @ 5% of annual emoluments within 10 days from the date of issue of the offer. The amount of Earnest Money, already paid will be adjusted against Security Deposit, and interest thereon will not be paid while refunding such amounts.
6. Failure to pay the Security Deposit by the successful bidders before the prescribed date would be deemed as non acceptance of the offer made by this R.O and it will be cancelled automatically without any further correspondence on the subject. In such an event the Earnest Money Deposit paid by the bidders will be forfeited.
7. In the event of non-acceptance of the offer by the bidder the EMD will be forfeited and the offer will be given to other bidder who is available on the waiting list.
8. Contractor should quote their rates along with Service Charges as per the latest Notification issued by the Directorate General of re-settlement, Ministry of Defence, New Delhi.

**Details of Properties in Sq.Mtrs**

<b>Slno</b>	<b><u>Details of Properties</u></b>	<b><u>in Sq.Mtrs</u></b>
1.	Branch Office Mysore Road (Dispensary/BO/Quarters)	708.00
2.	M.R.Office Mysore Road(MR)Office/Dispensary/Quarters)	795.00
3.	BranchOfficeMajestic(Dispensary/Br. Office/Quarters)	721.33
4.	Branch Office Magadi Road (Disp./Br. Office/Quarters)	514.73
5.	Branch Office Srirampuram (Dispensary/Branch Office)	776.25
6.	Branch Office Seshadripuram (Dispensary/Branch Office)	602.82
7.	Branch Office Rajajinagar (Dispensary/Branch Office)	471.12
8.	Branch Office NGEF (Dispensary/Branch Office/Quarters)	918.30
9.	<b>Branch Office Basavangudi (Dispensary/BO/Diagnostic centre)</b>	1065.00
10	Branch Office Queens Road (Dispensary/BO/Quarters)	1425.71
11	RD's Quarters, Dollar Colony	166.68
12	Officers Quarters, Kumara Park	1500.00
13	4 <sup>TH</sup> Block Jayanagar (Dispensary/Quarters)	625.46
14	Victoria Layout	272.56
15	Nandini Layout (Staff Quarters)	14991.26
16	Holiday Home Mysore	11144.43
17	<b>Branch Office DR Mohalla</b> Mysore (Br. Office/Disp.)	690.00
18	Branch Office Subhashnagar Mysore (Disp./BO/Qrts)	1103.13
19	Branch Office Nanjangud (Dispensary/BO/Quarters)	1211.40
20	Branch Office Hassan (Dispensary/BO/Quarters)	1061.82
21	Branch Office Mangalore(Shivbhag)(Disp/BO/Qrts)	9153.98
22	Baikampady (Dispensary/BO/Quarters)	848.90
23	Regional Office , Binnypet, Bangalore	5694.00

## GENERAL TERMS AND CONDITIONS

1. The term "Corporation" shall mean the E.S.I. Corporation.
2. The term Additional Commissioner means Additional Commissioner, E.S.I Corporation and any other officer authorized for the time being in administration E.S.I Corporation.
3. The Security personnel provided shall be the employees of the Contractor and all statutory liabilities will be paid by the contractor such as ESI, EPF, Workmen's compensation Act, etc. The list of staff going to be deployed shall be made available and if any change made in the list of staff may immediately be informed.
4. The Contractor shall for the purpose of fulfilling the obligations under the contract provide personnel of good character, physically fit, well behaved and skillful in their duties.
5. The Contractor shall discharge from service, if any employees, who in the opinion of the authority is in any way unfit or unsuitable for the said premises. The decision of the Additional Commissioner, Regional Office, the authority will be final and binding.
6. The Contractor will at all times duly observe the provisions of Employment of children Act XXVI of 1938 and will not employ or permit any person to do any work of the purpose or under the provisions of this agreement in contravention of the provisions of the said Act.
7. The contractor and its staff shall take proper and reasonable precautions to prevent loss, destruction, waste or misuse within the scheduled properties. Any act of negligence on part of the guard on duty the Agency will be liable to compensate the loss caused.
8. The Eight hours shift will normally commence from 0600 hrs. to 1400 hrs; 1400 hrs. to 2200 hrs. **And** 2200 hrs. to 0600 hrs. **&** would be called morning evening and night shift.
9. **Payment Procedure:** Payment will be made in the first week of the succeeding month upon submission of the bill in triplicate on 28th of the preceding month. Payment of the bill will be based on computerized print -outs in standardized proforma approved by ESIC along with computer generated attendance sheet in respect of the persons deployed attested by the Officer-in-charge of the place of work.
10. **Workers engaged through service provider must receive their entitled wages on the last day of the month through cheque only and file a certificate detailing amounts viz wages/ESI/EPF deduction (enclose copy of challans).**

**11. Prohibition of Intoxication while on Duty**

The Contractor or his Supervisor, Guard employed by the contractor shall not be in drunken/intoxicated state while on duty by consuming alcohol, drinks/drugs etc. If any person is found in drunken / intoxicated state, he will be summarily debarred from the service.

**12. Prohibition of Transfer of Contract.**

The Contractor shall not assign any interest of responsibility in whole or any part in favour of any person and same is prohibited and is liable to result in termination of the contract by forfeiting Earnest Money Deposit.

**13. Jurisdiction**

All questions, disputes or differences arising under or out of or in connection with the contract, shall be settled by sole Arbitration of Additional Commissioner, ESI Corporation or a person appointed by him on his behalf.

**14. *The unsuccessful bidder will not be informed the result of the tender, Additional Commissioner reserves the right to reject any tender without assigning any reason thereof. Corporation may decrease or increase the number of personnel required at its sole discretion as described in Column - Scope of work.***

15. The term contract shall mean the invitation to Tender, the instructions to Bidders, acceptance of tender, Schedule and these general as well as other terms and conditions.

16. The Contractor should have sound financial viability / standing and they should produce / credit- worthiness / solvency certificate from Nationalized Scheduled Bank (S).

17. The Contractor should be capable for providing requisites number and type of security guards within three weeks from the date of intimation of their selection as successful Tender. They should produce necessary certificates in support of qualification, age and experience, credentials about their background and performance.

18. The Contractor shall have to pay wages to their personnel's in terms of latest Notification issued by the Directorate General of resettlement, Ministry of Defense, New Delhi.

19. It is to be noted that Tax deduction at source (TDS) as applicable under Income Tax Rules will be deducted from the total bill. This amount will be deposited directly to the Income Tax Authority.

20. It is to be noted that the number of personnel to be deployed by the agency can vary as per requirement & at discretion of Additional Commissioner.
21. The Contractor shall produce all the records eg. Attendance Register/ Sheets. Wages/ Salary Register/Acquaintance rolls of to the E.S.I Corporation, RO, Bangalore for verification as and when demanded/required by general or specific orders of the R.O administration.
22. The Contract will be valid for a period of one year which can be extended on the basis of performance and mutual agreement However; same can be terminated with one month notice on either side.
23. The Contractor shall solely be responsible for all acts of commission / omission of his employees. The contractor shall be responsible in the event of any theft of damage of any equipment or any other properties of the E.S.I. Corporation during the tenure of the contract either due to negligence or connivance of its employees and will reimburse the administration for any loss suffered by it during the period of contract.
24. **Insolvency and breach of contract.**  
The Additional Commissioner may at any time issue notice in writing and summarily terminate the contract without compensation to the contractor, if the contractor, at any time adjudged insolvent or property goes into liquidation proceeding or commits any breach of contract.
25. The unsuccessful contracting firm will not be informed the result of the tender. The EMD shall not carry any interest. The EMD of unsuccessful contracting firm will be refunded/returned in due course only after finalization of tender.
26. **Verification of Antecedents of person employed.**  
The Contractor shall not in any capacity employ persons of bad character or any person whose antecedents have not been investigated by the police authorities and shall issue an appointment certificate which shall contain a photograph of the employee specifying the employee's name and address with his left/right hand rolled thumb impression affixed there on in printed ink.

### **OTHER CONDITIONS**

1. General terms and conditions will be applicable.
2. The Security Agency should be registered with the appropriate authorities for providing security personnel to establishments and should have appropriate Licenses (should be enclosed).
3. The Security Guards deployed shall not be beyond the age of 55 years and should have proper uniform, shoes, socks, whistle, cap, belt security badge with name plate and identity card, to be provided by the contractor at his own cost.
4. The different check points for the security will normally (front & rear) side of the properties, and as per perception of exigencies orders as and when given, will have to be followed strictly.
5. The Security Services Agency shall be liable to provide round the clock security services for keeping proper Vigilance in the ESI properties including the surrounding areas including vital installation and total complex. They will not allow entry to any intruder other than bonafide persons.
6. The Security Services Agency shall make proper arrangement for making effective protection of the properties.
7. The Contractor shall make provision of visitor slip to check the trespassers and entry of unidentified persons in campus in consultation with ESI Authority.

**(R.RAJU)**  
**DEPUTY DIRECTOR (GENL)**



**REGIONAL OFFICE (KARNATAKA)**  
**EMPLOYEES STATE INSURANCE**  
**CORPORATION**

**NO.10, BINNYFIELDS, BINNYPET,**  
**BANGALORE - 560 023.**

**“ISO 9001:2000 certified QMS OFFICE”**

**Tel No: 080-26742485 / 26743820**



**TENDER FOR \_\_\_\_\_**

(To be submitted on the letterhead of the contacting firm)

To,  
The Regional Director &  
Additional Commissioner,  
ESI Corporation,  
No-10, Binnyfields,  
Binnypet, Banglaore-23.

Dear Sir,

- I. I/We undertake to offer my/ our services in conformity with your requirements and the terms and conditions set in the Tender documents.
- II. I/We agree to abide by this tender for a period of 60 days from the date of opening of Tender.
- III. I/We note that you are not bound to accept any or all tenders you may receive.

Dated:

Signature of the Authorized person of the Contracting firm.

Name & Address of the Contracting firm

Seal of the Contracting firm