

Tender Reference No.: CUK /Admin/ Man Power Supply /2016

Tender Form

Tender for: Providing Man Power & Allied Services

Date of Issue of Tender  : 13/04/2016

Last Date of Submission  : 12/05/2016 upto 10:30 am  
Of Tender documents

Tender Opening (Technical bid) : 12/05/2016 at 11:30 am

Financial Bid : 12/05/2016 at 03:00pm

CENTRAL UNIVERSITY OF KARNATAKA

Sd/-  
Registrar  
CUK Gulbarga

# Central University of Karnataka, Gulbarga

(Established by an Act of the Parliament in 2009)

ALAND ROAD, KADAGANCHI, GULBARGA-585-367

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Note: This tender Document, duly filled and signed on all pages  
Should be dropped in tender Box of:

To,  
The Registrar  
Central University of Karnataka  
KADAGANCH, GULBARGA- 585-367  
Karnataka State, India.

CENTRAL UNIVERSITY OF KARNATAKA

## TENDER NOTIFICATION

1. Central University of Karnataka (CUK), Gulbarga invites sealed Tender under two bid system from reputed agencies Contractors having adequate experience in supply of manpower personnel (Viz : Computer operator, MTS, Cook, attendant for kitchen, Hostel, Mess, Guest house, and Security Guards, Maali, Drivers, Peon/ office attendants.) for Central University of Karnataka, Gulbarga
2. Interested Agencies / Contractors may obtain blank Tender form either in person from the Section Officer, (E&P) CUK, Gulbarga by submitting an application or can be downloaded from the University website [www.cuk.ac.in](http://www.cuk.ac.in).
- 3.

a)	Period of work 	Twelve calendar Months from the Date of issue of letter of award
b)	Period of issue of Tender document	13/04/2016
c)	Last date for receipt of completed Tender	12/05/2016 up to 10:30 am

4. Tenders (Technical Bid) will be opened on 12/05/2016 at 11:30 am in the presence of available tenderer or their authorized representatives.
5. The Financial bid of such tenderers who qualifies the technical bid will be opened on 12/05/2016 at 03:00 pm.
6. The successful tenderers shall give an undertaking that he would abide by the provisions of Employees Provident Fund and miscellaneous Provision Act 1952 and any other relevant acts.
7. The CUK reserves the right to verify any information/document furnished by the Tenderer should the circumstances so warrant in overall interest of CUK.

Further details can be had from the undersigned during the working hours.

Section Officer, CUK,

Phone – 08477-226729

Central University of Karnataka,  
Gulbarga

INSTRUCTIONS TO BIDDERS

1. Bids will not be considered after the due date and time.
2. CUK, Gulbarga will not be responsible for any postal delays/loss of tender documents in transit. CUK reserves the right to accept or reject any of the tender in full or part without assigning any reason thereof.
3. The intending bidders should note the eligibility criteria and who fulfill the eligibility criteria only shall submit their tenders.
4. The Bidder shall carefully study all the conditions mentioned hereunder before submitting the bids.
5. Each bid shall be accompanied by Earnest Money Deposit amounting to Rs.2, 50,000/-(Rupees Two Lakh fifty thousand only) in the form of Demand Draft/Pay order. The Earnest Money so submitted shall be valid for a minimum period of 90 (ninety) days from the date of submission of tender document. Tenders without EMD amount will be summarily rejected.
6. The Earnest Money of unsuccessful Tenderers will be returned after the orders are placed on the successful Tenderer. The Earnest Money Deposit will not bear any interest. The successful Tenderer shall furnish a bank guarantee of 10% of the annual contract as security deposit to CUK after adjusting the Earnest Money Deposit of Rs. 2,50,000/-( Rupees Two Lakh fifty thousand Only) before concluding the agreement and the Security Deposit shall be valid till completion of the contract period.
7. Tender fee of Rs. 1500/- shall be payable only in the form of bank draft of any nationalized bank drawn in favor of Central University of Karnataka, payable at Gulbarga. No other mode of payment for tender fee is acceptable.

8. Tenderers/ Firm Name and Tender Number have to be indicated on the reverse side of the Demand Draft.

9. Tenderers can procure the tender documents from Section Officer Central University of Karnataka, Gulbarga only on all working days between 10 am to 5pm. IST on payment of non-refundable tender fee indicated above.

10. The Demand Draft for the Tender fee should not be dated prior to the date of publication of Invitation to Tender.

11. If tender opening date happens to be a Public Holiday, the tender(s) shall be opened on the next working day.

12. Sales Tax and /or other duties/levies where legally leviable and intended to be claimed should be distinctly shown separately in the tender.

13. Your quotation will be valid for 90 days from the date of opening of the tender.

14. The CUK shall be under no obligation to accept the lowest or any tender and reserves the right of acceptance of the whole or any part of the tender or portion of the quantity offered and the tenderers shall supply the same at the rates quoted.

15. All amounts shall be indicated both in words as well as in figures. Where there is difference between amounts quoted in words and figures, the amount quoted in words shall prevail.

16. In order to avail of the benefits extended by Government of India to the Micro and Small Sectors, please submit attested copy of the valid Entrepreneur Memorandum Part II signed by the General Manager, District Industries Centre or NSIC Registration Certificate along with your offer.

17. The contract period shall be 12 months from the date of issue of work order and further extension will be yearly based on satisfactory performance as evaluated by CUK for the maximum period of two years only.

18. The tenders should be submitted in two covers super scribing as (i)'TENDER FOR PROVIDING MAN POWER & ALLIED SERVICES –

Technical Bid “(ii) -TENDER FOR MANPOWER SERVICES -PRICE BID “separately.

19. The cover super scribed as Technical Bid shall contain all the documents and necessary certificates pertaining to eligibility criteria and DD for EMD Rs.2,50,000/- . DD should be in the name of "The Central University of Karnataka,

23. Tenders submitted in any other manner shall be treated as invalid.

24. Tenders submitted without DD. for EMD of Rs. 2, 50,000/- shall be treated as invalid.

25. The successful Tenderer shall execute the agreement in the prescribed form. Failure to execute the agreement/carryout the work will entail forfeiture of the Security Deposit/ EMD.

26. Tender documents complete in all respects shall be deposited in the tender box placed at the CUK OFFICE before the date and time specified. The CUK will not be responsible for any kind of postal or other technical delays.

27. The tenders will be opened on 12/05/2016 at 11:30 am in the presence of available tenderers or their authorized representatives who may choose to be present at the time of opening. After scrutiny of eligibility criteria, price bids of eligible tenderers will be opened and informed to the short-listed tenderers.

28. The decision of the Registrar, Central University of Karnataka shall be final, conclusive and binding on all the tenderers concerned upon relating to all matters/conditions/ instructions/ clauses and their interpretations.

29. All disputes/settlement arising out of this contract, if any shall come under the Jurisdiction of Court located Gulbarga City.

30. The University reserves the right to change, add, remove, relax any of the conditions mentioned above during the tendering process as and when new guidelines are made by Govt. of India and in the interest of University.

31. Any corrigendum, addendum, etc will be notified on University website only. All the tenderers may regularly visit the [www.cuk.ac.in](http://www.cuk.ac.in) website for updates, if any.

# Central University of Karnataka, Gulbarga

1. Scope of Services - The Bidder is required to supply manpower personnel on need basis for the contract period as per monthly payment basis. The service provider shall be liable to comply with all the requirements of laws of land, rules, regulations of CUK and Government of India and Government of Karnataka.

The additional requirement of a short period to meet the Peak Operational Requirement if any, on day to day basis is also to be met with at the same rate quoted for regular work.

## 2. Eligibility Criteria :

The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the Bidding documents in every respect be at the bidder's risk and may result in rejection of their bid.

- i. The Firm should be duly registered as per statutory rules of Government of Karnataka and a copy of the registration certificate to be enclosed.
- ii. The Firm should have experience of at least 5 years in the field of Man Power Supply. Necessary certificate to this effect should be enclosed.
- iii. The firm should be registered with E.S.I. (Employees State Insurance Scheme). Copy of certificate should be enclosed
- iv. The Bidder should have registered with the Employees provident Fund Act, 1952. Copy of certificate should be should be enclosed
- v. The Bidder should have registered with the Service Tax Act. Copy of certificate should be enclosed

- vi. The Bidder should have registered with the labour Department.  
Copy of certificate should be enclosed
- vii. Self attested copy of PAN card should be enclosed.
- viii. Annual Turnover of, in the preceding year should be a minimum of Rs. 1 crore. The bidder should enclose balance sheet and IT returns for last three years.
- ix. The bidder should have minimum 5 Years experience in the area of supply Manpower contracts with Central Govt/State Govt or with reputed Organizations copies of relevant documents in this regard have to be enclosed.
- x. The Bidder should have Registered Office /branch office in Karnataka.
- xi. Firms blacklisted by any Government/Organization should not participate in the tender.
  
- xii. List of clients served highlighting Govt. clients along with contact numbers and work order copies to be furnished with satisfactory performance certificate.
  
- xiii. Copies of Annual turnover & IT returns for the last five years



Terms and Conditions:-

1. The Contract is initially for a period of one year and further extendable on yearly basis for the maximum period of two years only.
2. The Financial Bid of only those bidders will be opened who qualify in the Technical Bid evaluation.
3. The agency shall provide man power as and when it is required as per the criteria of the post.
4. The candidates shall be within prescribed age limit stipulated
5. All the payments will be made to the service provider only. The service provided shall in turn submit proof of having made the payment to the hired employees. The payment to the service provider shall be made at the earliest on the submission of monthly bills. The service provider will comply with local law relating to payment of minimum wages as prescribed by the Govt and copies of Challans for deposit of ESI and EPF is to be enclosed with the following month Bill.
6. The percentage quoted for the providing service shall be fixed for the duration of the contract period and shall not be subjected to change at any cost.
7. The Firm shall quote the service charge, in terms of percentage on the payment of remuneration only (excluding ESI and PF payment). The same shall be quoted in percentage and words also.
8. Zero service charges quoted bidder shall not be considered for providing services.
9. The Central University of Karnataka will pay the service charges to the contractor within 15 working days from the submission of bill.
10. The firm or bidder shall comply with all the conditions prescribed under Tender Documents.
11. The Bidder/Service provider shall submit complete Bio\_Data of the incumbents duly authenticating his/her credential qualification and experience. The firm will be responsible for his

or her credentials past and present solely.

12. In case of any unauthorized absence, a deduction of the Salary of the day shall be made.
13. The successful bidder/The service provider has to send three candidates as per the requirement of Management and Management shall select the one best candidate among them by conducting an interview/written test/skill test, etc. If the candidate is found suitable, he/she will be selected or else the Service contractor will have to provide replacement immediately. If the service contractor, fails to do so for two times in a row, and the contract shall be entrusted to second successful bidder/Service Provider / Firm/L2 in terms of price quotation at the risk and cost of the defaulting Service Provider / Firm.
14. The person engaged should be well behaved, Skilful and perform his duties under the direction of head of office where he will be attached and will have to work during the office hours.
15. The person engaged shall be deputed to Central University of Karnataka.
16. The contract for providing of Manpower Service shall be commercial contract; there shall be no employer employees' relationship between CUK and the Manpower Supplying Agency/ Firm or the manpower supplied by the Manpower Supplying Agency/ Firm.
17. The Central University of Karnataka, reserves the right to deploy the person engaged, to its camp sites situated all over Karnataka as and when it is required in the interest of University.
18. In case of unlawful activity/deed of the incumbent, the Tender/Service provider shall solely be responsible.
19. The Service Provider shall be liable for all violations of laws, rules and regulations.
20. The staff of the Service provider/ the Person engaged through service provider shall not have any claim for continuation in CUK and Service provider shall be liable to

comply with all the requirement of laws. The CUK will not provide any residential accomodation or transport facility.

21. The monthly rate will be calculated on the basis of the number of days of actual deployment.
22. It is expressly understood and agreed by and between Service Provider and CUK that, CUK is entering into this agreement solely on its own behalf and not on behalf of any other person or entity, in particular, it is expressly understood and agreed that the Government of India is not a party to this agreement and has no liabilities, obligation of rights hereunder and Government of India shall not be liable for any acts, omissions, commissions, breaches or other wrongs arising out of the contract. It is expressly understood and agreed that CUK is an independent legal entity with power and authority to enter into contracts solely on its own behalf under the applicable laws of India and general principles of contract law.
23. The manpower of the Service Provider will be entitled for only gazette Holidays declared by CUK and a casual leave of one day for every month, totaling to 12 days per annum. Any other types of leaves applicable to regular/contract employees of CUK will not be applicable to these employees.
24. The Service Provider shall appoint a Supervisor to coordinate between the University and manpower for various statutory and non-statutory activities. The payment of the same will be made by the service provider.

#### LANGUAGE OF BID

The bid prepared by the bidder and all correspondence and documents relating to the bid exchanged should be in English language.

#### DOCUMENTS COMPRISING THE BID

The bid prepared by the bidder shall comprise the following components:

- (a) A bid form and price schedule completed in accordance with terms and conditions.
- (b) The documentary evidence to establish the bidder is eligible to

bid and is qualified to perform the contract if their bid is accepted.

- (c) Documentary evidence to establish the ancillary services to be supplied by the bidder shall confirm to the bidding documents
- (d) Bid security deposit should be furnished in accordance with the terms and conditions.

## BID FORM

Technical details should be submitted along with documentary proof otherwise evaluation will be done ignoring that item as not available. This format should not be changed in any manner. Addition/deletion/alteration of the text will automatically render the tender invalid and therefore, will be summarily rejected.

Bidders shall furnish all the documents as specified in tender document. The bidders should upload the entire bid documents i.e., complete tender document duly signed and stamped including all Annexure, bid form etc., as acceptance of all terms and conditions.

Rates should be quoted in the Financial bid format for service charges for Supply of Manpower (Financial bid) This format should not be changed in any manner Addition/deletion/alteration of the text will automatically render the tender invalid and therefore, will be summarily rejected.

The bidder is requested to examine all instructions, forms, terms and specifications in the Bid Documents, failure to furnish all the information required as per Bid Documents or submission of the bids not substantially responsive to the Bid Document in every respect will be at the bidder's risk and may result in rejection of the Bid.

At any time, prior to the date of submission of bid/ CUK may, for any reason whether at its own initiative or in response to a clarification required by a prospective bidder, modify the bid documents by amendments and the same shall be notified on Cuk website only. The amendments shall be notified and these amendments will be binding on them.

Bid security of unsuccessful bidders shall be returned after the

tender awarded and accepted by the successful bidder.

The Tenders will undergo evaluation at every stage of processing and any tender found at any stage not in conformity with the stipulated tender conditions including specifications/found to have uploaded defective and incomplete documents or found defective will be rejected.

#### BID CURRENCIES

Prices shall be quoted in Indian rupees only.

#### DOCUMENTS ESTABLISHING BIDDER'S ELIGIBILITY AND QUALIFICATIONS:-

The Bidder shall furnish, as part of its bid documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.

The documentary evidence of the bidder's qualifications to perform the contract if its bid is accepted, shall establish to the CUK satisfactions.

- a. That the bidder has the financial, technical and supply capability necessary to perform the contract and meets the criteria outlined in the qualification requirements. To this end, all bids submitted shall include the following information;
  - i. The legal status, place of registration and principal place of business of the company or firm or partnership, etc.,
  - ii. Details of experience and past performance of the bidder on similar nature of services within the past three years and details of current contracts in hand and other commitments.

#### 3. BANK SECURITY DEPOSIT

- i. The successful bidder's security will be discharged upon the bidder's acceptance of the award of CONTRACT SATISFACTORILY and upon signing of the Contract. And the same will be converted into performance security. The Bank security deposit is required to protect the CUK against risk of

bidder's conduct which would warrant the security's forfeiture.

- Any bid not secured in accordance with Terms and conditions above will be rejected by CENTRAL UNIVERSITY OF KARNATAKA., as non-responsive.
- The successful bidder EMD amount may be forfeited if the bidder fails;
  - a) To sign the contract.
  - b) The bid security of unsuccessful bidder will be discharged / returned as early as possible, but not later than 30 days after the expiry of the period of bid validity.
- Process to be confidential  
Information relating to the examination, clarification, evaluation, and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any effort by the Bidder to influence the CUK's processing of Bids or award decisions may result in the rejection of their Bid.

FINANCIAL BID:

The bidder shall quote the rate for the items in the Financial bid as per below criteria.

1. Service Charges: ..... % age.  
(Excluding Service tax)  
(in figures and words)

Evaluation of tender:

The CUK will evaluate and compare the tenders determined to be substantially responsive i.e, confirm to the Terms and Conditions, received within the prescribed time, with all the required documents.

## AWARD OF CONTRACT

### Duration / Period of Contract

The contract will be awarded initially for 1 (one) year (12 months). However, extension for the next year / part thereof will be considered keeping in view the various factors, such as prevailing market price, satisfactory performance of the firm etc., and on mutual agreed terms and conditions.

### Award of Contract

The CENTRAL UNIVERSITY OF KARNATAKA shall consider placement of letter of Acceptance to those bidders (in duplicate) whose offers have been found acceptable. The bidders shall return one copy of the LOI (Letter of Intent) in token of their acceptance along with the performance security and as per format shown in bid document within three days.

CENTRAL UNIVERSITY OF KARNATAKA reserves right to vary quantities at time of award

The CUK reserve the right at the time of award of contract to increase or decrease up to 25% of the required quantity of services specified in the schedule of requirements without any change in charges.

CENTRAL UNIVERSITY OF KARNATAKA , reserves right to accept any bid and to reject any bids

The CUK shall not be bound to accept the lowest or any tender and reserves to itself the right to accept or reject any bid or to accept whole or a portion of tender, as it may deem fit, without assigning any reason thereof and without incurring any liability to the affected bidder(s) for the action of CUK. The CUK, it may reject all the tenders on the ground of changes in the scope of procurement, failure of anticipated financial resources, accidents, calamities or any other ground which would render the procurement impossible.

### Signing of contract

Signing of Agreement shall constitute the award of contract on the bidder.

CENTRAL UNIVERSITY OF KARNATAKA

## Annulment of Award

Failure of the successful bidder to comply with the requirement shall constitute sufficient ground for the annulment of the award and forfeiture of the bid security in which event CUK may make the award to any other bidder at the discretion of CUK or call for new bids.



## Terms of payment

The payment shall be made within 15 working days from the date of receipt of bill.

## Termination of Contract

In case of any default by the service provider and in any of the terms & conditions (whether General, special statutory), CUK may without prejudice to any other right/ remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or in part, by giving one months notice in writing to the service provider.

All instructions, notice and communications etc., under the contract given in writing and if sent to the last known place of business, shall be deemed to be served on the date, even in ordinary course of post these would have been delivered to the service provider.

Notwithstanding anything contained herein CUK also reserves the right to terminate the contract at any time or stage during the period of contract, by giving one month notice in writing without assigning any reason and without incurring any financial liability whatsoever to the service provider.

## INCOME TAX

The Income Tax as applicable shall be recovered on the gross amount (inclusive of Minimum Wages payable, Employer's and Employee's Contribution towards PF, ESI and service charge) as per rules from the monthly bills payable to the Contractor. Present rate of Income Tax is ONE PERCENT (1%) for individuals and TWO PERCENT (2%) for firms.

## Termination for Insolvency

CUK may also give in writing notice and without compensation to the bidder/ service provider terminate the contract if the service provider becomes unwilling, bankrupt or otherwise insolvent without affecting its right of action or remedy as hirer.

## Insurance

The insurance cover protecting the agency against all claims applicable under the workmen's compensation ACT 1948 and other statutory laws shall be taken by the service provider. The service provider shall arrange necessary insurance cover for any person deployed by him even for short duration. In the event of any liability / claim failing on CUK, the same shall be reimbursed / indemnified by the service provider.

## Price revision

No escalation is admissible on any account what-so-ever during the contract period

## Force Majeure

If any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fire, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Hereinafter referred to as events) provided notices of happenings, of any such eventuality is given by either part to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such no performance or delay in performance. Performance under the contract shall be resumed as soon as practicable after which an event may come to an end or cease to exist, and the decision of CUK as to whether the supplies have been so resumed or not shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, either part may, at their option terminate the contract.

## Arbitration

In the event of any question, dispute or difference arising under the agreement or in connection therewith (except as to the matters, the decision to which is specifically provided under this agreement), the same shall be referred to sole arbitration of the Registrar of CUK or any other person appointed by him. In the event of such Arbitrator to

whom the matter is originally referred to vacates their office on resignation or otherwise or refuses to do work or neglecting their work or being unable to act as Arbitrator for any reasons, whatsoever, the Vice Chancellor of CUK shall appoint another person to act as Arbitrator in the place of outgoing Arbitrator and the person so appointed shall be entitled to proceed further with the reference from the stage at which it was left by the predecessor and that the award of the arbitrator shall be final and binding on both the parties. Service Provider will have no objection in any such appointment that arbitrator so appointed is an employee of CUK or a Government Servant or that he has to deal with the matter to which the agreement relates or that in the course of their duties as a CUK employee he has expressed their views on all or any of the matters in dispute. The adjudication of such Arbitrator shall be governed by the provisions of the Arbitrator and conciliation Act 1996, or any statutory modification or re-enactment three of any rules made thereof.

The venue of Arbitration proceedings shall be Office of CUK, Gulbarga or such other place as the arbitrator may decide.

The arbitrator may from time to time with the consent of both the parties enlarge the time frame for making and publishing the award Subject to aforesaid arbitration and conciliation Act 1996, and the rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceedings.

#### ANTECEDENTS OF CONTRACT LABOURERS :

The contractor regarding antecedents of the labourers who is employed by him in the contract shall bear full responsibility on his own part, and in case of any untoward conduct committed by the labourer; the contractor shall be liable to be dealt as per the Law. No contract labours shall be allowed an entry in the premises of CUK unless his/her police verification certificate is rendered by the Contractor to the, Security at CUK. Registrar, CUK as a principal Employer shall not bear any liability. Police verification charges will be reimbursed & service charges will be paid in form percentage only by CUK to the Contractor on production of receipt / challan and it is the responsibility of the contractor to ensure that all labours have police verification

### Set off (Recovery of Sum Due)

Any sum of money due and payable to the Service Provider (including security deposit refundable to him) under this contract may be appropriated by CUK and set off the same against any claim of CUK for payment of a sum of money arising out of this contract or under any other contract made by Service Provider with CUK.

In the event said security deposit/ performance guarantee being insufficient the balance of total amount recoverable, as the case may be shall be deducted from any sum of due to the Service Provider under this or any other contract with CUK should this amount be insufficient to cover the said full amount recoverable, the Service Provider shall pay to CUK on demand the balance amount, if any, due to CUK within 30 days of the demand by CUK.

If any amount due to the company is so set off against the said security deposit, the service provider shall have to make good, the said amount so set off to bring the security deposit to the original value immediately by not later than 10 days.

Minimum Wages as per Ministry of labour & Employment:

The Minimum wages revised and notified by Ministry of labour & Employment office of the chief Labour commissioner(C) New Delhi, during the tenure of the contract shall be reimbursed by CUK along with the, Service charge, Service Tax if any, PF, and ESI as applicable.

#### 1. Other Obligations

- a) CUK, prior to the expiry of the tender validity period shall notify the bidder whose tender is accepted for the award of the contract. The Terms of the accepted offer shall be incorporated in the acceptance letter issued.
- b) Notwithstanding the above Central University of Karnataka, reserves the right to accept or reject any tender and to cancel the bidding process at any time prior to the award of the contract.
- c) The bidder whose tender is accepted, on receipt of the work orders, shall enter into an agreement with CUK for the initial period of one year and can be extended for the further period of two years only on mutual agreement.
- d) This is only an invitation to offer and not an order.

- e) The bidder shall execute an agreement along with the performance security ( valid for the period of two years or till the completion of Contract period)
- f) The undersigned reserves the right to select from the candidates proposed by the successful bidder and also the right to ask for replacement at any time.
- g) The successful bidder shall propose candidates in the ratio of 1:3.
- i) TDS shall be made in the bills of successful bidder as applicable.
- j) The Service Tax shall be paid by the Central University of Karnataka to the successful bidder who shall produce the previous month's challans along with a bill.
- k) Security deposit will not carry any interest and will be refund on cessation of agreement.

SD/-  
Registrar

Central University of Karnataka

Central University of Karnataka, Gulburga

DECLARATION

(On the letterheads of Agency/Firm of the Service Provider)

Declaration to be given by the Tenderer at the time of submission of Tender:

Name of Work : Man Power Supply services for CUK Gulburga

I/We have studied the Tender documents, read the nature of work to be carried out carefully and diligently and I/We have submitted the Tender document having studied understood and accepted the full implications of the tender documents.

The work in the contract will be executed confirming to the requirements contained In the Tender document in a professional manner

Signature and seal of the Bidder

## Central University of Karnataka, Gulbarga

1. Name of Tendering Company:

2. Name of Proprietor/Director:  
of Company/Firm/Agency

3.. Full Address of Regd. Office :

Telephone & Mobile No.

Fax No. :

E-mail Address:

5. Full address of Operating/  
Branch Officer

Telephone & Mobile No. :

FAX No. :

E-mail Address:

6. Name and Mobile no. of the:  
Contract Person representing the  
Service Provider

7.PAN/GIR No.

8. Service Tax Registration No.

9. E.P.F Registration No.

10. E.S.I. Registration No.

11. Give details of the major similar latest contracts handled by the tenders during the last 5 years in the following format:

Sl. No.	Details of client along with Address, Telephone and FAX Number	Amount of Contract (Rs. In lakh)	Duration of Contract	
			From	To



CENTRAL UNIVERSITY OF KARNATAKA

DECLARATION

(On the letterheads of Agency/Firm of the Service Provider)

1. I, \_\_\_\_\_ Son/ daughter of Shri. \_\_\_\_\_ Proprietor/ Director of the Agency/Firm, 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 for providing man power service to CUK and undertake to abide by them.
3. The information/documents furnished along with 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/our tender at any stage besides liabilities towards prosecution under appropriate law.
4. I agree to pay the Wages to the workforce in time as prescribed by CUK and remit EPF, ESI and Monthly Premium towards Medi claim Policy (as the case may be) of both Employees as well as Employers without Fail to the Concerned Government Authorities regularly.
5. I also agree to abide by all the statutory requirements as prevailing from time to time.
6. I will also agree to depute such workforce to CUK whose character and antecedes are verified through record check.

Signature of Tenders with Seal

Place:

Date:



UNDERTAKING

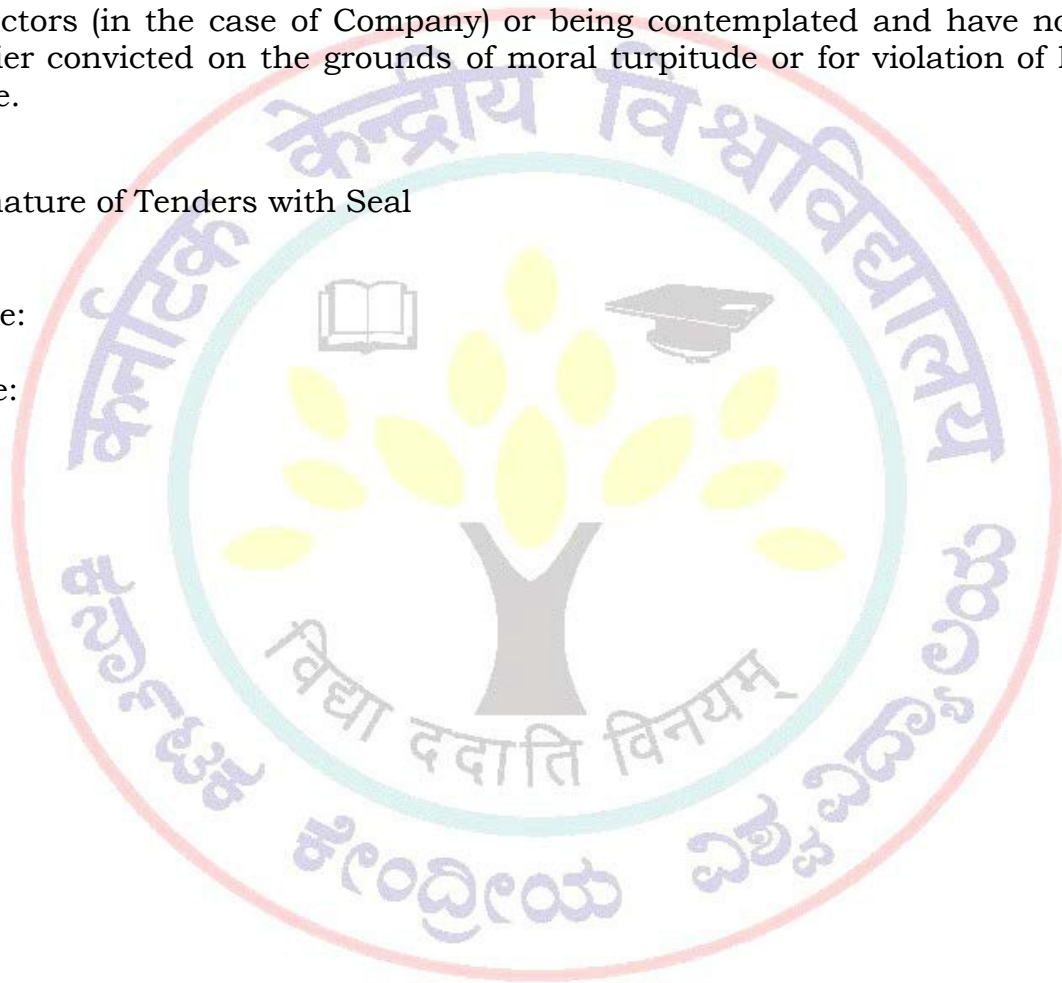
(On the letterheads of Agency/Firm of the Service Provider)

I/We hereby Undertake that our Company/Firm do not have any legal suit/criminal case either pending against me/us/proprietor or any of our Directors (in the case of Company) or being contemplated and have not been earlier convicted on the grounds of moral turpitude or for violation of laws in force.

Signature of Tenders with Seal

Place:

Date:



CENTRAL UNIVERSITY OF KARNATAKA

Following documents to be furnished in Technical bid fails to submit tender will not be considered.

Sl No.	Particulars	Yes / No
1	Please provide a copy of Registration Certificate for providing man power	
2	Registration certificate of Establishment issued by Government of Karnataka-Department of labour & Details of the license from ALC (Central)	
3	Please provide copy PAN	
4	Copy of IT return filed by the agency for 5 years. 2010-2011 to 2014- 2015	
5	Self-Attested copy of Service Tax Registration Certificate.	
6	Self-Attested copy of E.P.F Registration letter / Certificate	
7	Self- Attested copy of E.S.I Registration letter / certificate.	
8	Self- Attested copy of Professional Tax Registration Certificate	
9	Financial Statements like Profit & Loss Account, Balance Sheet etc., in support of financial turnover of the agency. For 5 years	
10	Statement of Bank A/C for the period from January 2015 to December 2015 in the name of the company/agency.	
11	Highest value of similar nature of work executed in any single year during last 3 years a) One Rs 1,20,00,000.00 or b) Two Certificates of costing Rs. 60,00,000.00 or c) Three Certificates of costing Rs. 40,00,000.00 Satisfactory Work Done Certificates should be submitted.	
12	Duly Filled & signed Annexure – A	
13	Signed declaration as per Annexure B	
14	Undertaking by the Contracting Company / Firm /Agency that the contracting Company / Firm /Agency is having no legal suit/criminal case either pending against its proprietor or any of its Directors(in the case of Private Ltd, Company) or being contemplated and having not been earlier convicted on grounds of moral turpitude or for	

	violation of laws in force as per Annexure-C	
15	Solvency certificate for a sum of 3,00,00,000/- issued by the Nationalized Bank less than that will not be considered.	
16	EPF Registration certificate and EPF paid details for year 2012-13, 2013-14 and 2014-15 with copies of challans.	
17	ESI Registration certificate (where-ever applicable shall be produced). ESI paid details for year 2012-13, 2013-14 and 2014-15 with challans.	
18	Service Tax registration, allotted by tax authorities. Service tax paid details for year 2012-13, 2013-14 and 2014-15 with challans.	
19	Provide detail of the major contracts exclusively for similar services in an organization / establishment having a manpower of at least 200 manpower or more handled by the service provider during the last 3years (should be proved in EPF Paid Challan).	
20	Bank Statement of last one year from 01-01-2015 to 31-12-2015	

(On the letter heads of Agency/Firm of the Service Provider) To  
be enclosed in separate cover

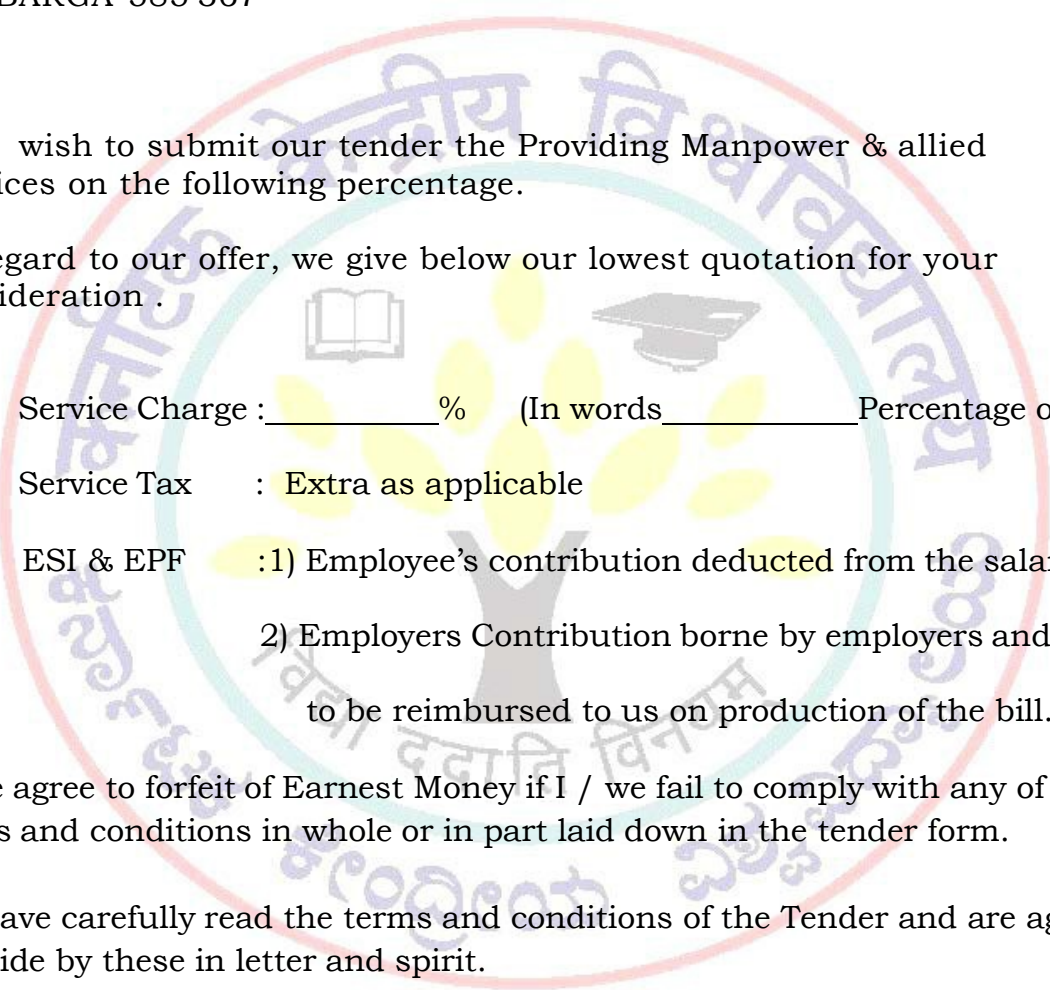
FINANCIAL BID:

To,  
The Registrar  
Central University of Karnataka  
GULBARGA-585 367

Sir,

I/we wish to submit our tender the Providing Manpower & allied  
Services on the following percentage.

As regard to our offer, we give below our lowest quotation for your  
consideration .

- 
- a) Service Charge : \_\_\_\_\_% (In words \_\_\_\_\_ Percentage only).
- b) Service Tax : Extra as applicable
- c) ESI & EPF : 1) Employee's contribution deducted from the salaries.  
2) Employers Contribution borne by employers and has  
to be reimbursed to us on production of the bill.

I /we agree to forfeit of Earnest Money if I / we fail to comply with any of the  
terms and conditions in whole or in part laid down in the tender form.

We have carefully read the terms and conditions of the Tender and are agreed  
to abide by these in letter and spirit.

Signature \_\_\_\_\_  
Name & Address of the firm \_\_\_\_\_

\_\_\_\_\_

Telephone No. \_\_\_\_\_

Mobile No. \_\_\_\_\_