



INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PUNE

PRE-BID CLARIFICATION ON TENDER FOR SECURITY MANPOWER SERVICES

[Advt. No. IISER/S&P/04/22-23 Dated 08/7/2022]

Refer detailed tender published on Institute website www.iiserpune.ac.in and on CPP Portal on 08/07/2022. Press tender notice dated 08/07/2022 was published on 09/07/2022 in Indian Express, Pune and Mumbai editions.

Pre-Bid meeting was held on 14/07/2022 at 03.00 PM through video conferencing and minutes of meeting is as under:

At the outset, the Chairman welcomed all the Members and the representative of the Prospective Bidders and briefed in general the scope of the tender. Later on Assistant Registrar (S&P) read out the clarification sought by the Prospective Bidders and replied thereto as detailed in Annexure -I.

The representatives present were satisfied with the replies given and it was informed that the corrections / additions / clarifications given, as discussed during the Pre-Bid Conference would be hosted on the CPP portal and website of IISER Pune and all the Prospective Bidders are required to take cognizance of the proceedings of the Pre-Bid Conference before submitting their bids as stipulated in the Bidding Documents.

Accordingly, terms and conditions and contents of the tender as published on the Institute website www.iiserpune.ac.in and CPP Portal remains unchanged.

No further correspondence in this regard will be entertained

The meeting ended with vote of thanks to the Chair

14/07/2022

Sd/-
Assistant Registrar (S&P)

TENDER FOR SECURITY MANPOWER SERVICES
[Advt. No. IISER/S&P/04/22-23 Dated 08/7/2022]
TECHNICAL, COMMERCIAL QUERIES AND CLARIFICATION ISSUED

Sr. No.	Query / Clarification Sought	Clarification / Amendment
1	Page 7 Point 1 In the Eligibility Criteria states that " The Bidding Agency should be registered with the appropriate Registration Authorities (Labour Department etc.) at Pune / PCMC. Does it refer to Shops & Establishment (Ghumasta) License???	Yes
2	Page 9 Point 6. (3) Valid License for Pune issued by Maharashtra Government under PSARA. PSARA is for entire Maharashtra. Will it suffice??	Yes
3	Regarding Tender Fee & EMD. Exemption under Udyam is given. Udyam / MSME Both to submit??	Bidder can submit any certificate Udyam /MSME
4	Page 15 Performance Bank Guarantee : PBG equal to One Month Bill of Rs 16,00,000 within 15 Days to be submitted. Will FD be acceptable?? Also there is Government Notification for S D to be Maximum 3% of the Estimated Contract Value owing to the Covid Situation which has been extended till March 31st, 2023	Page 15 Performance Bank Guarantee As IISER Pune release wages in advance. The Performance Bank Guranantee is required equal to One Month Bill of Rs 16,00,000. Performance Bank Guarantee in the form of "F.D. lito Principal Employer" is acceptable to IISER
5	Is this in addition to the ESIC Coverage of the staff?? If yes then for what amount of Insurance has to be done ?	Refer Page No. 16 <i>The Contractor shall ensure that all their personnel</i>

		<p><i>deployed under this contract will obtain additional insurance coverage under the Pradhan Mantri Suraksha Bima Yojna and Pradhan Mantri Jeevan Jyothi Bima Yojna and they shall submit the proof of such insurance coverage to the satisfaction of IISER Pune .These expenses will be reimbursed by the IISER Pune</i></p> <p>Yes, this is in addition to ESIC and premium will be as per the Government scheme mentioned above which will be reimbursed by IISER Pune subject to submission of policy document</p>
6	<p>Page 17 Point 5 :</p> <p>IISER will pay GST @ 18% under Reverse Charge Mechanism to the Government .</p> <p>Please clarify?</p>	<p>Page 17 Point 5 :</p> <p>GST can be charged by corporate entities in their bills. For others entities IISER Pune will pay GST on Reverse charge Mechanism RCM) basis as per GST act .</p>
7	<p>Page 18 Point 16</p> <p>The Agency shall be responsible for all injuries and accidents to persons employed by it. It will also cover through an Insurance Policy its personnel for personal accident while performing the duty .</p> <p>When already covered Under ESIC, why this additional requirement?? If compulsory for What amount of insurance? Can it have recovered from the staff??</p>	<p>Page 18 Point 16</p> <p>The Agency shall be responsible for all injuries and accidents to persons employed by it. It will also cover through an Insurance Policy its personnel for personal accident while performing the duty .</p> <p>Workman Compensation Insurance policy (WCA) will be reimbursed by IISER Pune subject to submission of policy document</p>
8	<p>Page 18 Point 19</p> <p>In the event of any loss. The contractor may have a Public Liability Insurance Policy Cover Why this additional required?</p>	<p>Page 18 Point 19</p> <p>Tender terms and condition prevails .</p>
9	<p>Page 19 point 30</p> <p>What will be the cost of the Training Programme and will IISER suggest any Training Institute.</p>	<p>Page 19 point 30</p> <p>The staff selected for deployment will compulsorily undergo On Site Training for at least 03 days under the</p>

		Contractor's arrangements and expense Training is the responsibility of Contractor .
10	Page 20 Point 33 The contractor should provide a copy of Training Manual for Inspection to IISER authorities This is to be provided at the start of the contract??	Page 20 Point 33 Yes
11	Page 20 Point 39 Wages: 1. Will the Pay Structure be shared to the Agency after the Award of the Contract. 2. What all Parameters are to be considered like Bonus, Leave Wages HRA, National Holidays and so on. 3. Also should the PF and ESIC Contributions be considered on the ceiling Value of 15000 & 21000 or as per Actual Minimum Wages.	Page 20 Point 39 Wages : Wages will be Fixed by IISER 1. Yes, 2. Parameters like Bonus, Leave Wages HRA, National Holidays etc. is part of the costs structure fixed by IISER Pune? 3. The contributions be considered as per ESIC and PF rules.
12	Page 22 Point 44 : Apart from TDS the Contractor shall also pay Government Statutory Charges on the Gross Bill at the rates as applicable. what does it refer to ?	Page 22 Point 44 : All Statutory Charges as applicable to be paid by the Agency/contractor only.
13	Do the Awarded Agency need to retain the Existing Staff or they can be changed??	Please refer page No 19, point no - 28
14	Does the Mentioned Strength of 48 include the Relievers or it would be additional?	Yes, the strength of 48 include the relievers
15	We need to Quote the Service Charges in % which should not	No change in Tender Terms and conditions

	<p>be less than 2.5 % as per your tender document. IISER has considered only the TDS for the Service charges. But in addition to that we have GST TDS 2% also. So suggest you to increase the Minimum Services from 2.5 % to at least 5%</p>	
16	<p>Page No- 7, Serial No-1</p> <p>Eligibility Criteria - Registered with appropriate registration authorities (Labour Department) at Pune</p> <p>We request you to kindly make it for Maharashtra not area specific for only Pune</p>	<p>Page No- 7, Serial No-1 –</p> <p>Eligibility Criteria</p> <p>No change in Tender Terms and conditions</p>
17	<p>Page No - 9, Serial No -7</p> <p>Submit Copy of Audited Balance Sheet</p> <p>Complete set of Balance Sheet needs to be submitted or only P&L Part as the complete set of Balance sheet contains 25-30 pages and will make file too heavy to upload in portal.</p>	<p>Page No - 9, Serial No -7</p> <p>Please submit complete set of Audited Balance Sheet along with P&L statement.</p>
18	<p>Page No-12, Serial No - 3</p> <p>PRICE BID, this format needs to be submitted with price / commercial bid</p> <p>As there is a BOQ for Price Bid and we cannot submit any other file with BOQ as this is not supported by the system.</p>	<p>Page No-12, Serial No - 3</p> <p>PRICE BID, this format needs to be submitted with price / commercial bid</p> <p>There is provision to submit the detail price Bid in .pdf format along with excel BOQ under the financial cover.</p>

19	<p>Page No-15 Security Deposit for Uniform</p> <ol style="list-style-type: none"> 1. Will institute have any specific uniform patterns or they will give the standard uniform of our organization .And if the uniform is provided by the institute if any person leaves the job abscond from job after issue of uniform then institute will provide the uniform to them at no extra cost inclusive relievers. 2. 2.2 LAKH DD for uniform -is it for one year suppose contract is extended for next 6 months then what happens 3. Agency has to supply the Uniforms .S D of 2 Lakhs is too High .Will the Agency have to supply Jersey's & Raincoats ? 	<p>Page No-15 Security Deposit for Uniform</p> <ol style="list-style-type: none"> 1. Uniform will be provided by the successful bidder as per their standard. 2. Security deposit will be utilized for providing uniforms for the entire contract period (Maximum of 3 years when renewed yearly). The balance money if left will be refunded to contractor back on completion of contract. 3. The Jersey and Raincoats are not included in the Uniform
20	<p>Page No. 20 Point 39 The Wage Structure / Price Components is not shared in the Bid Document. You are requested to kindly share the same.</p>	<p>Page No. 20 Point 39 Wages will be fixed by IISER Pune according to Central/State minimum wages, whichever is higher approved by the Director IISER Pune.</p>
21	<p>Page No. 17 Point 6 Suppose 2 or 3 firm have same service charge then what is the criteria for L-1</p>	<p>Refer page No. 17 Point 6</p>
22	<p>Page No.10 Point No 8 Agency / firm / company should have provided at least 40 security personnel in a single contract at single site to Central / State Government Organizations /Government funded Autonomous Bodies/ Government Academic Institutions/Reputed Private Sector companies continuously</p>	<p>Page No.10 Point No 8 is amended to Agency / firm / company should have provided at least 40 security personnel in a single/multiple contract at single/multiple site to Central / State Government Organizations /Government funded Autonomous Bodies/ Government Academic Institutions/Reputed</p>

	<p>for a minimum contract period of one year (including continuous extensions) any time in last three years as on the closing date of the tender.</p> <p>Submit name (s) of the Organization(s) along with a certificate on their letter head certifying that the applicant firm has executed the contract satisfactorily for one year or more and where 40 or more security personnel were deployed.</p>	<p>Private Sector companies continuously for a minimum contract period of one year (including continuous extensions) any time in last three years as on the closing date of the tender.</p> <p>Submit name (s) of the Organization(s) along with a certificate on their letter head certifying that the applicant firm has executed the contract satisfactorily for one year or more.</p>
23	<p>Page No. 7 point 7</p> <p>The Bidder/company/firm/agency those who have not completed the contract tenure with IISER Pune are not eligible to apply for this tender.</p> <p>Request clarify whether no new agency is eligible to apply.</p>	<p>Page No. 7 point 7</p> <p>The Bidder/company/firm/agency those who have not completed the contract tenure with IISER Pune are not eligible to apply for this tender.</p> <p>New agencies are eligible to apply as per the tender terms and conditions</p>
24	<p>Page 9 Point 6 sub para 8.</p> <p>Profession Tax registration number of Maharashtra.</p> <p>As our agency doesn't have any running contract we haven't obtained the Profession Tax number for state of Maharashtra , as soon as we get the contract we will obtain the same , is it acceptable for applying for this tender</p>	<p>Page 9 Point 6 sub para 8.</p> <p>Yes, it is acceptable subject to fulfilling of eligibility criteria.</p>
25	<p>Even though we have our office in Pune we don't have any running security service contract in Pune, so are we eligible to apply for this tender. Presently we have contracts in state of Andhra Pradesh only.</p>	<p>Please refer page no 7 to check the eligibility criteria</p>

26	<p>Page No. 17 Para 6</p> <p>Awarding contract to tenderer with Highest Turnover: This condition would mean “Rich getting richer & others even though more eligible, qualified and performing better being deprived of the opportunity”.</p> <p>We would therefore request you to reconsider this and include criteria of experience / performance / quality of service being provided for awarding of contract and the decision of Director IISER Pune shall be final.</p>	<p>Page No. 17 Para 6</p> <p>No change in tender terms & conditions</p>
27	<p>Page No: 7 Serial No:6- Eligibility criteria</p> <p>The bidder / Company / Firm / Agency should have minimum financial turnover of Rs 55.00 lakhs every year in providing security services only in the last three financial years as specified in Performa for evaluation of technical bid</p>	<p>Page No: 7 Serial No:6 - Eligibility criteria to be read as</p> <p>The bidder / Company / Firm / Agency should have minimum financial turnover of Rs 57.50 lakhs every year in providing security services only in the last three financial years as specified in Performa for evaluation of technical bid</p>
28	<p>1. We are a registered MSME firm so we would like to know if such firms are getting any rebate in the amount of Security Deposit</p> <p>2. Furthermore we would like to confirm the rate quoted for Ex-service Men in tender. The DGR rates are applicable to the Ex Servicemen.</p> <p>3. We would like to know the reason for the retendering of the said tender.</p>	<p>1. No change in amount of Security deposit.</p> <p>2. Please refer page no 20, point no 39.</p> <p>3. Institute has issued a fresh tender.</p>