



DAV V S VIDYALAYA

HAL Township, Sunabeda, Koraput, Odisha

Affiliated to CBSE, New Delhi, Affiliation No.-1530002, School No.-15525

TENDER CALL NOTICE

No.DAV(VSV)/056/2025

Date 31.05.2025

Sealed tenders are invited by the undersigned from experienced **Agencies/Service providers having valid Labour license/Shop & Commercial Establishment Registration Certificate and PF, ESI registration** for deployment of Security Guards & Manpower as per requirement at DAV VS VIDYALAYA, SUNABEDA-02, KORAPUT. Agencies interested to submit their tenders for the purpose may obtain the prescribed Quotation Form from the office of the undersigned on all working days from 01.06.2025 to 15.06.2025 between 11.00 A.M. to 2.00 P.M. The sealed tenders should be submitted in the prescribed Tender Form only by 4.00 P.M. on 21.06.2025 along with a Bank Draft for Rs.10,000/- drawn in favour of "**PRINCIPAL DAV VS VIDYALAYA**" towards the **Earnest Money**. The envelope containing the tender must be sealed and marked as "Tender for deployment of Security Guards & Manpower at DAV VS VIDYALAYA," on the top of the envelop. The Tenders received either after the stipulated date & time or without the prescribed form or incomplete tenders or without Earnest Money shall not be considered. The tenders without TAN/PAN, P.F. Regd. No. & ESI. Regd. No. shall not be considered also. The undersigned reserves the right to cancel either any or all the tenders without assigning any reason there for. The selected agency will sign an agreement with the school for supply of Security Guards & Manpower initially for a period of one year on the terms & conditions as agreed upon by both the parties as per the proforma supplied by the DAV College Managing Committee, New Delhi. The selected agency is required to deposit an amount of Rs.50,000/- towards security money which will be refunded at the time of termination of contract or adjusted against any breach of conduct by any employee of the agency. The agency is also required to provide uniform to all the employees deployed for security and manpower services.

The Bank draft of the unsuccessful agencies/bidders shall be returned within one week of opening of the tenders. The VDA will be increased from time to time as per the notification of the State Govt.



PRINCIPAL

Copy to:

1. Notice Board of DAV VS VIDYALAYA Sunabeda- 2, DAV Public School, Chandrasekharapur, BBSR/Unit-VIII, BBSR/Pokhariput, BBSR/Kalinganagar, BBSR/CDA, Cuttack, Gandarpur, Cuttack/Rajabagicha, Cuttack, DAV BERHAMPUR for information of all concerned.
2. Local Vendors
3. School Website.

MANAGED BY - DAV COLLEGE MANAGING COMMITTEE, CHITRAGUPTA ROAD, NEW DELHI

HAL Township, Sunabeda - 763 002, Koraput, Odisha

Phone : 06853-358418, Email : davvsvidyalaya@gmail.com, Website : davvsvidyalaya.in

TENDER FORM FOR DEPLOYMENT OF SECURITY GUARD & MANPOWER
AT DAV VS VIDYALAYA, SUNABEDA -2

Name of the Agency/Service provider:

Complete Address:

Tel No.

E-mail:

License to run private Security Agency:
(Please enclose copy of license)

Valid Labour License No.:
(Please enclose copy of license)

Certificate under Shop & Commercial Establishment Act:
(Please enclose copy of license)

PAN:

GST Regd. No.

P.F. Regd. No.

ESI Regd. No.

EDLI Code No.

Service Tax No.

Past Experience, if any:

(Please enclose name of organizations where Security Guards & Manpower were deployed during last five years with copy of the contract as evidence)

Annual turnover (Please attach audit IT return of last three years):

Payment particulars	Manpower				Security Guards	
	Unskilled	Semi-skilled	Skilled	Highly Skilled	Guards	Head Guard
Cost to Principal employer	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Wages for 30 Days @ Rs.....per day						
Provident Fund @.....%						
ESI @%						
Gratuity @.....%, if applicable with supporting documents.						
Sub-total A						
Service charges						
Sub-total B						
Direct cost per head						
Details of Taxes, if any						
Grand Total*						

*Payment will be made on per day basis as per biometric attendance.

Signature of the authorized signatory
of agency/service provider with date and seal

N.B.: Payment of bill of a particular month will be released on production of copy of acquittance roll signed by the staff concerned & countersigned by the Accountant of the school, bank statement in support of credit of salary to respective account of the staff members duly acknowledged by the Branch Manager of the concerned Bank, receipt of P.F., E.S.I. & Gratuity deposits of the preceding month along with the bill. In case of less supply of staff on any day, wages will be deducted accordingly.