



**Council of Scientific & Industrial Research
NATIONAL AEROSPACE LABORATORIES
KODIHALLI, BENGALURU-560 017**

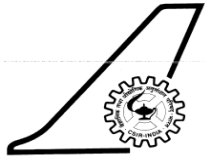
TENDER DOCUMENT
No.CSIR-NAL/Patrolling Dogs/2021-23/S.VI

**CONTRACT FOR PROVIDING TWO TRAINED PATROLLING DOGS WITH TWO TRAINED
HANDLERS FOR CSIR-NAL, NWTG, BELUR, BENGALURU**

1. Cost of Tender Document : ₹1000/-(Non-Refundable)
(Rupees One thousand Only)
2. Contract Number : CSIR-NAL/Patrolling Dogs/2021-23/S.VI
3. Period of Contract : Two years from 01/10/2021 to 30/09/2023
The contract is for a period of two years.
However, initially the contract shall be
for a period of one year with a provision
to extend for subsequent year subject to
satisfactory performance)
4. In lieu of EMD : Bid Security Declaration
5. Period open for downloading of
Tender Documents : 04.09.2021 from 9.00 AM to
14.09.2021 till 4.00 PM
6. Last date for receipt of Sealed Tender : 15.09.2021 till 10.00 AM
7. Date & Place of Opening of Tender : 15.09.2021 at 11.30 AM at
CSIR- NAL Meeting Complex

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**Council of Scientific & Industrial Research
NATIONAL AEROSPACE LABORATORIES
KODIHALLI, BENGALURU-560 017**

NOTICE INVITING TENDER

No.CSIR-NAL/Patrolling Dogs/2021-23/S.VI

September 04, 2021

CONTRACT FOR PROVIDING TWO TRAINED PATROLLING DOGS WITH TWO TRAINED HANDLERS FOR CSIR-NAL, NWTC, BELUR, BENGALURU

Sealed tenders are invited on behalf of Director, CSIR-National Aerospace Laboratories, Bengaluru from Bengaluru based, renowned, experienced, well established and registered agencies/organizations for providing two trained patrolling dogs with two trained handlers for CSIR-NAL, NWTC, BELUR, Bengaluru. The details of the services to be provided are as follows:-

Description of work	Validity of the contract	Cost of the tender	EMD
Providing two trained patrolling dogs with two trained handlers for CSIR-NAL, NWTC, Belur, Bengaluru	The contract is for a period of two years. However, initially the contract shall be for a period of one year with a provision to extend for subsequent year subject to satisfactory performance	₹1000/- (non-refundable)	Bid Security Declaration

Eligibility criteria required for short listing of Agency apart from Service charges:

1. Agency having 3-5 years' experience in providing trained patrolling dogs with trained handlers to Government establishments/public sector undertakings/R&D Institutions/established private sectors/other similar organizations.
2. Based on the Clientele list provided by the agency with the performance certificates.
3. Financial status of the agency.
4. Infrastructure of the agency

The Agencies have to meet the following statutory requirements at the time of submitting their applications.

1. Self-attested Establishment Registration Certificate.
2. Self-attested Licence issued by ALC, if any.
3. Self-attested Registration certificate with ESIC & EPF Authorities.
4. Self-attested Relevant experience certificate for 3-5 years with value of the contract.
5. Self-attested Copies of Income Tax Returns for last three years.
6. Self-attested GST Registration Certificate.
7. Self-attested Copy of PAN card.
8. Self-attested Agency's official address at Bengaluru with full details.
9. The existing clientele list
10. Bid Security Declaration
11. Any other statutory obligations as are required to be complied with from time to time.

How to apply:

The Agency fulfilling the eligibility criteria may download the tender forms from CSIR-NAL website between 04.09.2021 from 9.00 AM to 14.09.2021 till 4.00 PM. The completed tender documents in all respects along with "**Bid Security Declaration**" as per enclosed format and Cost of Tender Document for ₹1,000/- by Demand Draft/Banker's Cheque drawn in favour of "**The Director, NAL**" payable at **Bengaluru** super-scribing the Name of the work and due date on the envelope, if sent by post, should reach the following address:

The Director
CSIR-National Aerospace Laboratories
PB No.1779, Kodihalli
HAL Airport Road
BENGALURU – 560 017

or

to be dropped in the quotation box kept at the Reception Complex/Main Gate, CSIR-NAL, Bengaluru, latest by **10.00 AM on 15.09.2021** and will be opened on the same day at **11.30 AM** at CSIR-NAL Meeting Complex, Bengaluru. If any relative of the Tenderer is an employee of CSIR-NAL, the name, designation and relationship of such employee shall be intimated in writing, while submitting the tender.

The dates to remember are indicated below:

- | | |
|--|---------------------------------|
| 1. Opening date for downloading of Tender Forms | 04.09.2021 at 9.00 AM |
| 2. Last date of downloading of Tender Forms | 14.09.2021 till 4.00 PM |
| 3. Last date of receipt of completed application/quote by post or in person | 15.09.2021 till 10.00 AM |
| 4. Opening of the tender | 15.09.2021 at 11.30 AM |

Tenders received after the specified date and time, submitted without Bid Security Declaration, Cost of Tender Document and incomplete tenders are liable to be rejected. The tenders will be opened in the presence of Agency Representatives who choose to be present.

The Director, CSIR-NAL, reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever and his decision in the matter shall be final and binding.

Sd/-
Sr CONTROLLER OF ADMINISTRATION

SCOPE OF WORK

Sealed quotations are invited on behalf of Director, CSIR-National Aerospace Laboratories, Bengaluru from Bengaluru based, experienced and registered agencies/organizations for providing two trained patrolling dogs with two trained professional dog handlers for CSIR-NAL, NWTC Belur, Bengaluru for a period of two years. However, initially the contract shall be for a period of one year with a provision to extend for subsequent year subject to satisfactory performance for patrolling the NWTC campus during the night time from 9.00 PM to 5.00 AM on the following terms & conditions:

TERMS & CONDITIONS

1. The agency shall provide professionally trained dogs and handlers at the time of commencement of the contract and arrange for refresher training at their cost at least once in six months at location.
2. The handlers are to be physically fit preferably below 50 years of age, be agile, alert, healthy, experienced, duty & security conscious, loyal and trustworthy persons. They will be required to punch or log attendance at various points in the patrolling tracks as directed and arranged by CSIR-NAL Security Officer. The handlers are to wear uniforms and display ID cards to be provided by the agency while on duty at CSIR-NAL.
3. Police clearance certificate for the handlers to be submitted before commencement of contract.
4. The Prospective Tenderers shall acquaint themselves about the requirements before submitting their tender.
5. The Tender, Bid Security Declaration and Cost of Tender Document shall be submitted in sealed envelope marked ***“Contract for providing two trained patrolling dogs with two trained handlers at CSIR-NAL, NWTC, Belur, Bengaluru due on 15.09.2021 at 10.00 a.m.”***. The Tenderers may note that the envelope containing the Tender Document of those Tenderers shall be considered who have enclosed the cost of Tender Document and Bid Security Declaration.
6. The Tenderer shall quote the rates both in figures and in words. On checking, if there are any differences between the rate quoted by the Tenderer in figures and in words, the amount indicated in the words will be considered as correct.
7. The tenderer who after providing ‘Bid Security Declaration’ withdraws/modify subsequently during validity period of tender shall be debarred from participating in any Tender of CSIR-NAL for a period of two years.
8. Tenderer should enclose the following documents along with the quotation ensuring that the check list as in Annexure – III is properly completed:
 - (i) Self-attested Establishment Registration Certificate.
 - (ii) Self-attested Licence issued by ALC, if any.
 - (iii) Self-attested Registration certificate with ESIC & EPF Authorities.
 - (iv) Self-attested Relevant experience certificate for 3-5 years with value of the contract.
 - (v) Self-attested Copies of Income Tax Returns for last three years.
 - (vi) Self-attested GST Registration Certificate.
 - (vii) Self-attested Copy of PAN card.
 - (viii) Self-attested Agency’s official address at Bengaluru with full details.
 - (ix) The existing clientele list
 - (x) Bid Security Declaration
 - (xi) Any other statutory obligations as are required to be complied with from time to time.
9. The agency shall comply with all statutory provisions such as ESI/EPF/GST etc., and any other act as may be applicable for such services.
10. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the printed form of tenders. Tenderers who are desirous to offer rebate, the same should be mentioned separately in the tender at Annexure-II.

11. In case any tenderer gives any rebate or discount after opening of the tender, the same will not be considered. In addition, his/their tender is liable for rejection. Further, such tenderer will be blacklisted and they will not be allowed to take part in any further tendering processes for next five years.
12. The rate quoted shall include cost of food and any other cost for the maintenance of the dogs and the handlers as may be required. Responsibility to prepare and provide food for the dogs and handlers shall be that of the agency. The handlers should take utmost care while cooking food for themselves or for dogs to avoid any untoward incidents in the premises of the Laboratory.
13. There are extended zones of thick undergrowth in the patrolling zones adjacent to the boundary wall. For safety and safeguards against snake bite etc. adequate uniform and implements to handlers including tall boots, powerful torches, helmets, gloves etc. shall be provided by the agency. CSIR-NAL shall not be held responsible in any way, for any injury, ailment or death caused to the dogs or handlers engaged by the agency on contract at CSIR-NAL.
14. The agency shall provide proof of periodic inoculation of dogs and handlers as may be required. Arrangements for taking the dogs for health checkup/inoculation to the veterinary clinic/hospital will be made by the agency.
15. In case of absence/sickness of dogs or handler's immediate replacement should be provided. If no replacement is provided, payment for the service will be reduced proportionately.
16. CSIR-NAL shall have the right to expel sick dogs or handlers at any point of time at the risk and cost of the agency.
17. The dog will be fully under the care, charge and control of the handlers and the handlers will work under liaison and guidance of the Security Officer. Safety of the dogs and handlers will be the responsibility of the agency.
18. Handlers will be covered by the rules and regulations and security checks of CSIR-NAL applicable for entry and exit.
19. The Agency shall be responsible for making payment as per Central Government Minimum Wages Act to the handlers and all consequent remittances related to Contract Labour and Abolition Act to the Appropriate Authority from time to time. CSIR-NAL shall not be held responsible for any violation or any other shortcoming that may arise on account of this contract.
20. The service of the patrolling dogs will be subject to inspection and approval by Security Officer, CSIR-NAL.
21. CSIR-NAL will provide free electricity and accommodation (shed) for dogs and handlers in the premises of NWTC, Belur.
22. The contract is for a period of two years. However, initially the contract shall be for a period of one year with a provision to extend for subsequent year subject to satisfactory performance and on the same terms and conditions.
23. The contract can be terminated by either party by giving 2 months' notice. In case the services of the agency are not satisfactory, Director, CSIR-NAL shall reserve the right to terminate the contract forthwith and entrust the contract to another agency.
24. Security Officer, CSIR-NAL should be kept informed in writing regarding information to be provided to the Police or any other designated authority in the interest of Security of CSIR-NAL premises and facilities.
25. The agency shall indemnify CSIR-NAL from any liability arising out of any risks on account of deployment of dog security cover caused due to the fault of dog handlers and any claim towards any risk will be the liability of agency.

26. The Director, CSIR-NAL reserves the right to accept or reject any or all tenders or the lowest or to accept other than the lowest or to accept the tender in full or in part without assigning any reason(s) whatsoever and his decision in the matter shall be final and binding.
27. All conditional offers will be summarily rejected.
28. During the validity of the contract, the Agency shall not make any claims for additional charges other than expressly mentioned in the agreement.
29. The Agency shall execute an agreement on a non-judicial stamp paper of ₹200/- before taking up the contract agreeing to abide by all the terms and conditions mentioned therein as per the format of the agreement.
30. The work covered in this contract cannot be sub-contracted to any other agency.
31. These terms & conditions also form part of the agreement.

SECURITY DEPOSIT

Security deposit for an amount equivalent to 3% of the annual value of the contract is to be submitted for the satisfactory execution of the contract. The Deposit should be made within 10 days from receipt of award letter by way of Bank Guarantee from any Nationalized Bank drawn in favour of Director, NAL payable at Bengaluru valid for fifteen months from the date of award of contract. The security deposit will be forfeited in the event of failure to render prompt and satisfactory performance. The decision of CSIR-NAL in this regard will be binding. The Bank Guarantee should be renewed in the event of renewal of contract. The security deposit shall be refunded only on satisfactory completion of the contract.

PAYMENT

Payment will be made on raising of the bills once in a month on satisfactory completion of service for the month, duly certified by the Security Officer, CSIR-NAL. Payment will be made within 10 working days on receipt of certified bills.

Recovery of Income Tax under Section 194 (c) of Income Tax Act, 1961 and further amendments thereon applicable will be deducted at source as per rules. Tax deduction certificate to this effect will be issued.

GST or any modified tax structure as applicable from time to time shall be paid to tax authorities or reimbursed, against documentary evidence of remittance as per rules on subject.

LOSS/DAMAGE TO PROPERTY OF CSIR-NAL

The agency will be liable for payment of compensation to CSIR-NAL in the event of any loss/damage to the personnel/property of CSIR-NAL, caused by the dogs or the handlers while carrying out the service covered by the contract.

ARBITRATION

That except where otherwise provided, any dispute arising out of this agreement shall be referred to the sole Arbitration of a person nominated by the Director, CSIR-NAL, Bengaluru for and on behalf of Director-General, Council of Scientific & Industrial Research, New Delhi, whose decision shall be final and binding on both the parties. The venue of the arbitration shall be at Bengaluru and shall be under the Indian Arbitration & Conciliation Act 1996.

JURISDICTION

Only the courts in Bengaluru shall have the jurisdiction to deal with and decide any legal matters or disputes whatsoever arising out of this contract.

DECLARATION

I/We..... (Name of the Tenderer) fully agree to the above terms and conditions attached to this tender document.

Date :

SIGNATURE OF THE TENDERER WITH SEAL

BID SECURITY DECLARATION

I/We hereby declare that I/We accept if I/We withdraw or modify bids during the period of validity of bid as per clause (7) of General Terms & Conditions of NIT, I/We will be suspended for the time specified as per clause (7) of General Terms & Conditions of NIT.

Signature of Tenderer (s) with Seal

Address: _____

QUOTE FORM

From :

To : The Director
CSIR-National Aerospace Laboratories
Kodihalli, Airport Road
Bengaluru – 560 017

Sub : CONTRACT FOR PROVIDING TWO TRAINED PATROLLING DOGS WITH TWO TRAINED HANDLERS FOR CSIR-NAL, NWTC, BELUR, BENGALURU

Sir,

Having agreed to the terms and conditions as stipulated in the Tender Document for Providing Two Trained Patrolling Dogs with Two Trained Handlers for CSIR-NAL, NWTC, Belur, Bengaluru, we offer our competitive and firm rates as follows:

₹ _____ (Rupees _____ _____)

Rebate if any : _____

Further, if contract is awarded to me/us, I/we undertake to furnish the Bank Guarantee for ₹...../- (Rupees only) towards Security Deposit.

Date :

SIGNATURE OF THE TENDERER WITH SEAL

CHECK LIST

Tenderer should enclose the following documents along with the quotation:

1	Self-attested Establishment Registration Certificate	Yes / No
2	Self-attested Licence issued by ALC	Yes / No
3	Self-attested Registration certificate with ESIC & EPF Authorities	Yes / No
4	Self-attested Relevant experience certificate for 3-5 years with value of the contract	Yes / No
5	Self-attested Copies of Income Tax Returns for last three years	Yes / No
6	Self-attested GST Registration Certificate	Yes / No
7	Self-attested Copy of PAN card	Yes / No
8	Self-attested Agency's official address at Bengaluru with full details	Yes / No
9	The existing and past clientele list	Yes / No
10	Bid Security Declaration	Yes / No
11	Any other statutory obligations as are required to be complied with from time to time	Yes / No

Date :

SIGNATURE OF THE TENDERER WITH SEAL