



COCHIN FISHERIES HARBOUR
(Tel: No. 0484 2220707)

**E-TENDER FOR PROVIDING SECURITY SERVICES BY
PRIVATE SECURITY AGENCIES
AT COCHIN FISHERIES HARBOUR
FOR A PERIOD OF
ONE YEAR**

**OFFICE OF THE ADMINISTRATOR
COCHIN FISHERIES HARBOUR
COCHIN 682005**

Tender No. T 01/ADMNR/CFH/PVT.S/2019

**Price Rs.3,000/-
& GST @ 12%
(cc as applicable)**

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The comprehensive tender document comprises of the documents as detailed in the contents hereunder and available in the e-tender portal & website separately. The tenderer shall submit his tender by e-tender, based on the comprehensive tender document.

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SIGNATURE OF TENDERER

COCHIN FISHERIES HARBOUR

No.T 01/ADMNR/CFH/PVT.S/2019

Office of the Administrator
Thoppumpady, Cochin-682005

Dated: 18- 11- 2019

E-TENDER NOTICE INVITING TENDER

1. Electronic Tenders (e-tenders) on behalf of **Cochin Fisheries Harbour** are invited for **providing security services by private security agencies at Cochin Fisheries Harbour for a period of one year from 25th January, 2020, 08.30 Hrs to 25th January, 2021, 08.30 Hrs.** Tender documents can be downloaded from the e-Tendering portal www.tenderwizard.com/COPT from **10.00 hrs on 21-11-2019 to 14.30 hrs on 11-12-2019** by making online requisition. Cost of the Tender document may be paid in cash at the Administrative office of Cochin Fisheries Harbour (proof of payment being Cash receipt issued by the Administrator, Cochin Fisheries Harbour) or by Demand Draft/Banker's Cheque drawn in favour of the Administrator, Cochin Fisheries Harbour. Scanned copy of the Cash receipt/ DD / Banker's Cheque shall be attached with the e-tender. Tenders will be opened at **15.00 Hrs on 11-12-2019.**

2. The **cost of Tender document is Rs.3,000/- & GST @ 12%** (Rupees Three thousand only and GST @ twelve percent)(parties without GSTIN to pay 1% Calamity cess extra) which sum will not be refunded under any circumstances. The tender forms are not transferable in any manner.

3. The bidders need to obtain the one time User ID & password for log-in to **e-Tendering** system from the service provider **KEONICS** by paying registration amount through online payment using Credit/Debit Card/Net Banking or DD in favour of "KSEDCL, Bangalore".

4. The Tenders shall be submitted "**on line**" strictly in accordance with the Instructions to Tenderers and Terms & Conditions given in the Tender document. The bidders should submit scanned copy of all the required documents such as cash receipt /DD /Bankers cheque towards the cost of tender and EMD; certificate of incorporation, proof of experience, financial details etc. through the e-tendering portal. The tender document will also be available on our website www.cochinport.gov.in which can be downloaded for submission as hardcopy along with the cost of document as specified above.

5. The intending bidder must have valid **Class-II or III** digital signature certificate to submit the bid. For further details and to obtain the digital signature please contact e-Tender Help Desk No. 080 – 49352000/ 9605557738 & 080-40482100.

6. Earnest Money

6.1. Each tender should be accompanied by **Earnest Money Deposit [EMD]** of **Rs. 30,000/-** (Rupees Thirty thousand only). A scanned copy of the receipt for

payment issued by the Administrator, Cochin Fisheries Harbour or Demand Draft/Banker's Cheque from any Nationalised Bank / Scheduled Bank in favour of the Administrator, Cochin Fisheries Harbour payable at Cochin shall be attached with the e-tender. The Earnest Money may be deposited as DD (no cash payment permitted) in the office of the Administrator, CFH, Cochin-5 and the receipt in original received from the cash section towards EMD paid as DD in favour of the Administrator, Cochin Fisheries Harbour or the DD itself and must be enclosed in the cover marked EMD. Under no circumstances should currency notes be enclosed in the cover containing the tender as Earnest money. The Earnest Money Deposit will not earn any interest.

6.2. Original cash receipt /DD / Bankers Cheque towards the cost of tender document, EMD as applicable, certificate of incorporation copy, proof of experience, financial details etc. along with a covering letter and **one hard copy of the Tender Document** (with **Tender Schedule**, i.e., price bid **left blank**) in original, duly signed & sealed shall be submitted in a sealed cover to the Administrator, Cochin Fisheries Harbour, Thoppumpady, Cochin- 682 005, Kerala before the opening time of the tender. Original documents should be produced at the time of opening for verification purpose failing which the tender shall be liable for rejection.

6.3. The hard copy of Tender document duly signed, submitted with relevant document copies and Earnest Money receipt & cost of Tender document shall be placed in separate sealed envelopes each marked "TENDER" and "EARNEST MONEY & COST OF TENDER DOCUMENT" respectively. Both the envelopes shall be submitted together in another sealed envelope.

6.4. The officer opening the tender envelopes will first open the envelope containing the Earnest Money. The envelope marked "TENDER" of only those tenderers shall be opened/considered, whose Earnest Money placed in the other envelope is found to be in order.

7. The right of acceptance of a tender will rest with the Administrator (CFH) who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received without assigning any reason.

8. Administrator, CFH or his duly authorized official will open the tenders in the presence of the bidders who may be present at the time in person or represented by their authorized representative (based on proof of authorization). In the event of a tender being rejected, the Earnest money paid with such unaccepted tender shall be refunded to the tenderer.

9. The tenderer should keep open validity of the tender normally for 180 days from the date of opening. Should any tenderer withdraw his tender before these periods, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, the Earnest Money deposited by the tenderer shall be forfeited.

10. In the **Tender Schedule submitted online, the tender should be presented legibly** but in the hard copy, **the Tender Schedule is to be left blank**, and the tenderer shall sign the page with name, designation etc. Online, tenderer shall present (typewritten) his lowest figure i.e., **Grand total of “Total amount per day (INR) for 4 personnel excluding taxes only”** [day of 24 hours] given in the space provided calculated on “Rate per person per day (of 24 hours) (INR)” and “Number” of security personnel i.e. four (4), in the Tender schedule in figures as well as in words. The bidder is to ensure compliance with statutory provisions in vogue.

11. The tenderer may sign his tender (hard copy) in any Indian script or in English. The same is applicable in writing the tenderer’s name, designation etc., in own handwriting. In case of illiterate tenderers this should be attested by a witness.

12. The tenderer shall visit the site of work in order to acquaint himself with the conditions of the site, the locality and its environment.

13. The tenderer shall be deemed to have full knowledge of all documents, site etc., whether he has inspected it or not. The submission of a tender by tenderer implies that he has read this notice and conditions and has made himself aware of the scope, specifications and other factors bearing on the tenderer.

14. Security Deposit: The successful tenderer shall deposit an amount of Rs.1,50,000/- (Rupees One lakh fifty thousand only) as security deposit within 7 days of award of contract [payment by cash not permitted]. The amount deposited towards Security deposit will be retained as security for the due and proper fulfillment of the contract and will not earn any interest. Such deposit shall be forfeited on failure to perform or non-fulfillment by the service provider of the terms and conditions of the contract.

15. In the event of the tenderer, after the issue of the communication of acceptance of offer by the Administrator (CFH), failing/refusing to execute the agreement as herein after provided, the tenderer shall be deemed to have abandoned the contract and such an act shall amount to and be construed as the service provider’s calculated and willful breach of the contract, the cost and consequence of which shall be to the sole account of the tenderer and upon such an event, the Administrator(CFH) shall have the full right to claim damages in addition to forfeiture of EMD.

16. The successful tenderer will be required to execute an agreement within 7 days of receipt of work order, at his expense on proper value Kerala State Stamp Paper in the prescribed departmental format. The Tender Notice, Tender document and all the documents including additional conditions / specifications if any , forming tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto shall be part of the agreement.

17. Failure to comply with conditions 9, 14, and 16 above will result in forfeiture of EMD.

18.The tenderer shall specify the PAN allotted to him so that the Administrator (CFH) can ascertain his liability to the Income Tax Department.

19. The tenderer must furnish proof of his financial stability to execute the Contract up to the limit of the tender by a certificate from the Revenue Authorities. Otherwise he should specify any Nationalized Bank or Scheduled Bank to which the Administrator (CFH) can make reference regarding the tenderer's financial status.

20. A tenderer must also furnish evidence of his experience in providing security services and his capacity to execute the work by producing certificates from responsible officers of organizations where the agency has provided similar service (at local harbours/Port terminals preferable). **Licence under Private Security Agencies Regulation Act, 2005 (PSARA Licence) is compulsory.**

21. Tenders which do not fulfill all or any of the above conditions or which contain any other condition of any sort or are incomplete in any respect shall be summarily rejected. Such tenders shall be entered in the tender opening register but their rates shall neither be read out nor entered in the register. Only a remark mentioning the reason of rejection in brief shall be appended against such entry.

22.Canvassing in connection with tender is strictly prohibited and tenders submitted by the service providers who resort to canvassing will be liable to rejection.

23. Taxes and Duties

Deductions towards statutory taxes and duties, as per the rules/directions of the concerned government departments, prevailing in force at the time of payment of bills shall be done on releasing the bill amount.

Any stipulation by the tenderer that taxes and duties deductible from these bills should be borne by the Administrator, CFH will result in the rejection of his tender.

24. This tender notice shall form part of the contract.

*** Please see page-6 for Minimum Qualifying Criteria(MQC).**

Minimum Qualifying Criteria(MQC)

Sl. No.	Criteria	Documents to be submitted
1.	Bidder shall be a limited company in existence for the last 3 years	Copy of the certificate of incorporation from Registrar of Companies
2.	The average annual turnover of the bidder for the last 3 years (2016-17; 2017-18, 2018-19) shall be Rs. 1 crore (Rupees One crore) and above	Audited annual accounts for the years 2016-17; 2017-18, 2018-19
3.	The bidder should have successfully carried out security services to Cargo Terminals, Seaports, Harbours (preferable)/ Airports/ CFS/ Large manufacturing Factories/ cargo handling Units/ warehouses for minimum 2 years in the past 6 years as on 31-10-2019, in any Major Ports, Govt. Institutions, Central and State Public Sector Units, Public and Private Ltd. Companies.	Copy of the Work Order and Certificate of satisfactory completion of 2 years of security service from the client. Details of present commitments also.
4.	PSARA Licence holder	Licence copy

SUMMARY OF TIME SCHEDULE

E-Tender Document Issue Period	21-11-19 to 11-12-19 (up to 2.30pm)
Pre bid meeting	28-11-19, 3.00 pm
Last Date of Submission	11-12-19 (up to 2.30 pm)
Tender Opening Date, time	11-12-19, 3.00 pm

Administrator (CFH)

(For and on behalf of the Board of Trustees of the Port of Cochin)

TENDER FOR WORK

To,
The Board of Trustees of Cochin Port Trust.
Through,
The Administrator, Cochin Fisheries Harbour.

I/We hereby tender for the execution for the Board of the work specified in the underwritten memorandum in accordance with such conditions so far as applicable.

MEMORANDUM

- a) General description of work : Providing Security Services round the clock at Cochin Fisheries Harbour for a period of one year from 25th Jan, 2020, 8.30 am.
- b) Earnest Money : Rs.30,000/- (Rupees Thirty thousand only)
- c) Security deposit : Rs.1,50,000/- (Rupees One lakh fifty thousand only)
- d) Time allowed for commencement: By 25th Jan, 2020 of work from the date of receipt of work order
- e) Period of contract : One year (initial period of six months extendable by another six months based on review) from 25th Jan, 2020

Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms and conditions of contract so far as applicable or in default thereof forfeit and pay to the Board the sum of money mentioned in the said conditions and to execute an agreement with the Board in the prescribed form or in default thereof to forfeit the earnest money deposited by me/us.

The sum of Rs.30,000/- has been deposited by me/us with the Administrator (CFH) as Earnest Money the full value of which is to be absolutely forfeited to the Board in office without prejudice to any other rights or remedies of the said Board in office should I/we fail to commence the work specified in the above memorandum or should I/we not deposit the full amount of security deposit specified in the above memorandum dated theday of2019.

Signature of the Tenderer

Address :

Witness :

Address :
.....

Occupation :

ACCEPTANCE

The above tender is hereby accepted by me for and on behalf of the Board of Trustees of the Port of Cochin.

Dated theday of2019.

**Administrator
Cochin Fisheries Harbour**

Description of Work

Name of work	: Providing Security services round the clock at Cochin Fisheries Harbour for a period of one year from 25 th Jan, 2020, 8.30 am.
Earnest Money	: Rs.30,000/-
Security Deposit	: Rs.1,50,000/-
Officer inviting tender	:Administrator (CFH)
Officer-in-Charge	:Wharf Superintendent (CFH)
Accepting Authority	: Administrator (CFH)
Period of contract	:One year (initial period of six months extendable by another six months based on review) from 25 th Jan, 2020

ADDITIONAL INSTRUCTIONS TO TENDERERS

1. The submission of a tender by tenderer implies that he has read the tender document.
 2. The tenderer is advised to visit and examine the site of work and its surroundings, discuss with concerned agencies and collect all necessary information before preparing the tender.
 3. The tenderer is expected to examine the tender documents including all conditions, specifications, forms etc. Failure to furnish the informations required in the tender documents or submission of tender not confirming to the requirements in every respect is likely to result in the rejection of the tender.
 4. **PRE-BID Meeting**: A Pre-bid meeting will be held on 28-11-19 at 3.00 pm at the Office of the Administrator, Cochin Fisheries Harbour, Thoppumpady which the tenderers may kindly attend for discussion and clarifications on the Tender.
 5. The tenderer shall quote his rate in the online Tender Schedule. The tenderer shall type in the **online Tender Schedule the Rate per person per day (INR) exclusive of taxes only and Total amount per day (INR) excluding taxes only, with Grand Total, for four (4) security personnel round the clock per day (day of 24 hours). Tender Schedule page in the hard copy submitted should be left blank.**
 6. The tender submitted shall comprise of the following documents.
 - (i) Original tender document (hard copy) completed in all respects (with Tender Schedule blank in hardcopy) and signed.
 - (ii) A covering letter from the tenderer detailing various considerations in his tender.
 - (iii) Proof of Earnest Money deposited with the Administrator (CFH) & cost of Tender document paid to CFH.
 - (iv) Proof of registration as limited company
 - (iv) Financial stability certificate and audited annual accounts (financial statements copies for turnover information) for the years 2016-17, 2017-18 & 2018-19
 - (v) PSARA [Private Security Agencies (Regulatory) Act 2005] License copy [Original to be produced for verification as required]
 - (vi) Details of having provided good quality security services at local harbours/Port terminals etc.
 - (vii) Details of present commitments
- Original documents are to be presented during Tender opening time.

7. The original tender document (hard copy) shall be signed by the tenderer or person duly authorized to sign on behalf of the tenderer. Such authorization shall be **written power of attorney**. All pages of the tender (in hard copy) shall be initialed by the person signing the tender. The name (shall be written legibly) and position held by the person signing the tender should be typed or printed below the signature. (The Tender Schedule in the hard copy is to be left blank, but the page is to be initialed / signed accordingly.)

8. If there are varying or conflicting provisions made in any document forming part of the contract, the Administrator, CFH shall be the deciding authority with regard to the intention of the document, which will be binding on the tenderer.

9. Any error in description, any omissions therefrom shall not vitiate the contract or release the tenderer from the execution of whole or any part of the comprised service provision therein according to specification or from any of his obligation under the contract.

10. All compensations or other sums of money due from the Service provider under the terms of this contract shall be recovered from his security deposit. In the event the Security Deposit is invoked fully or partially for making such recovery during the period of contract, the Service provider shall within 10 days, replenish the Security Deposit for such sum, which have been deducted from the Security Deposit.

11. This service contract, its meaning and interpretation and the relation between the Parties shall be governed by the Applicable Indian Law and the jurisdiction will be the court of law in Ernakulam.

SIGNATURE OF THE TENDERER

GENERAL DESCRIPTION AND SPECIAL CONDITIONS OF CONTRACT

- 1.** The scope of work involves providing security services by engaging four (4) capable (Healthy, appx. age 30 to 45 years, well built, literate, police certified, disciplined) security personnel round the clock for one year at Cochin Fisheries Harbour (“CFH” for short), for manning the gates of inner harbour of CFH for regulating entry of persons (harbour users) and vehicles round the clock, monitoring premises inside the inner harbour, ensuring proper parking of vehicles and generally maintaining order, redeploying personnel in CFH premises as per requirement, reporting incidents to CFH authorities, liaising with State Police as and when required and attending to any other security related work as per requirement.
- 2.** The period of contract is for one year including Sundays and holidays from the date of commencement of operation (**25th Jan, 2020, 8.30 am**).
- 3.** It may be noted that Security service is to be provided in such a manner as not to hinder the normal business transactions in CFH and will be subject to directions of CFH authorities.
- 4.** All safety protection/precaution as per statutory and regulatory requirements for the safety of the personnel engaged are to be provided by the agency/service provider.
- 5.** The service provider will have to obey and observe various Labour laws and regulations including ESI Act, P.F Act, Minimum Wages Act, Employees compensation Act etc., or other statutory requirement if any, as applicable and while providing security personnel in CFH premises. The service provider has to provide proof of remittance of relevant statutory payments and compliance along with the monthly bills.
- 6.** The personnel deployed for the work by the service provider/agency shall be insured at his own cost against personal accident risk and CFH will in no way be responsible for accidents and claims arising out of such accidents.
- 7.** The Security personnel shall be provided with necessary uniform, monsoon wear and PPE by the Security agency. CFH shall not be held liable for any claims, penalties, suits or action etc. instituted by or against the security personnel.
- 8(a).** The service provider/agency shall be held liable and responsible for any accidents or damages caused by his security personnel during the work from whatsoever cause arising and shall make good and compensate for such accidents or damages. The service provider/agency will be held responsible and shall make good and compensate for anything that may be lost, stolen, removed or destroyed by the personnel deployed by the service provider /agency during currency of contract. The service provider / agency should indemnify CFH from any loss arising due to any act or omission of his security personnel. The service provider / agency should indemnify CFH and its employees in respect of any claim / damages including third party claim whatsoever arises in respect of the security personnel deputed by the service provider/agency.

(b). The service provider / agency should register Security personnel under ESI Act 1948 and comply with the provisions thereof and also shall comply with all provisions contained in the EPF Act. The service provider / agency shall pay ESI & EPF contribution and evidence in this regard shall be furnished to CFH every month.

(c). Disputes between the service provider / agency and his personnel should be resolved among themselves and CFH shall not be made a party to it.

(d). If the personnel deployed by the service provider / agency proceeds on leave the service provider / agency shall provide a substitute having similar qualification and experience and CFH will not bear any additional cost for such substitute.

(e). **Settlement of disputes:** In the event of any dispute arising out of this service contract it is hereby agreed to settle the dispute amicably by mutual discussions/negotiations. In the event of failure of mutual discussion/negotiation the matter can be referred for arbitration as provided herein below.

CFH shall appoint a sole Arbitrator to resolve the dispute. The award of the Arbitrator so appointed shall be final, conclusive and binding on all parties to the service contract subject to the provisions of the Arbitration and Conciliation Act 1996 as amended from time to time or any statutory re-enactment thereof for the time being in force. The Arbitrator shall decide by whom and in what proportion the Arbitrator's fees as well as cost incurred shall be borne. The Arbitrator may with the consent of the parties extend the time from time to time to make and publish award as the case may be. Venue of the Arbitration shall be Cochin.

9. For operations carried out inside restricted/controlled area the existing Security regulations and rules including safety regulations are to be followed.

10. The CFH Management reserves the right not to accept any employee(s) without providing any reason for such non-acceptance, in which case the service provider must provide an acceptable replacement within the prescribed time.

11. Warranty of performance to be provided by the Service provider that it has the resources and properly trained personnel to efficiently perform the Services envisaged under this Agreement, in a timely and professional manner.

12. **SUSPENSION OF SERVICE** - If any of the following events shall have happened and/or is continuing, CFH may, by written notice to the Service provider, suspend the service:

- A violation of any of the conditions mentioned in the Agreement for the performance of this contract shall have occurred on the part of the Service provider or the persons acting on his behalf or any of his employees.

- Any condition which makes it unable for either party by reason of "**Force Majeure**" as referred below, for successful performance of the contract.

CFH shall be empowered to revoke the suspension of service as and when it feels that the normal operations can be resumed.

13. CFH Management may terminate this Agreement with immediate effect and without any notice, if the Service provider

- a) Fails to perform its obligations under this Agreement; or
- b) Fails to provide the Services with the highest diligence or in a competent manner; or
- c) Commits a substantial breach of this Agreement; or
- d) Becomes the subject of proceedings of winding up, voluntarily or involuntarily or made an application for, or consents to, the appointment of a receiver or trustee, or made an assignment for the benefit of, or any composition or arrangement with, its creditors, or has made an admission of its inability to pay its debt; or
- e) Disposes of or assigns the whole or any part of its assets, operations or business; or commences a voluntary liquidation of its assets for the purpose of amalgamation or reconstruction or in any other way alters its constitution.

OR

- f) If any of the conditions (circumstances) of suspension of service continuing for a period of two weeks after CFH has given the written notice of suspension to the Service provider. If the termination is due to violation in any of the conditions of the contract by the Service provider or the persons acting on his behalf or any of his employees, then the security deposit will be forfeited and further action deemed fit will be initiated against the Service provider.

14. FORCE MAJEURE

- I. If either party is temporarily unable by a reason of Force Majeure or the laws or regulations of India, to meet any of its obligations under the contract, and if such party gives to the other party written notice of the event within two weeks after its occurrence, such obligations of the party as it is unable to perform by reason of the event, shall be suspended for, as long as the inability continues;
- II. Neither party shall be liable to the other party for loss or damage sustained by such other party arising from any event referred to in Clause (I) above or delays arising from such event;
- III. The term "Force Majeure" as employed herein, shall mean "Act of God, Landslides, Earth Quakes, Storms, Floods and any other similar event not within the control of either party, and which, by the exercise of due diligence, neither party is able to overcome."

15. Notwithstanding anything contained in any of clauses herein, CFH Management reserves the right to terminate this Agreement without assigning any reason by giving 30 days notice in writing to the Service provider without payment of compensation in any manner whatsoever. CFH Management shall also be at liberty to terminate this Agreement forthwith without any notice to the Service provider or payment or compensation in lieu thereof, if, on account of any statute or order or rule or regulation or award, judgment or decision, CFH Management is required not to have the aforesaid services as provided under this Agreement.

16. The Service provider has the right to terminate this contract on his own by giving 30 days written notice to the management after approval of his request for termination.

17. The EMD and Security Deposit will be refunded to the service provider not later than 14 days from the end of contract period subject to payment of last installment of fee billed and observance of all formalities.

18. Failure to comply with conditions will result in forfeiture of EMD as well as Security Deposit.

19. The service provider shall comply with the provisions of the contract with care and diligence and provide all necessary inputs of temporary or permanent nature required for such provision of service in so far as the necessity for providing these, is specified or is reasonably inferred from the contract.

20. The service provider shall provide services to the entire satisfaction of the Officer in charge.

21. The nomenclature “Officer in charge” used in the tender documents means Wharf Superintendent, Cochin Fisheries Harbour.

22. Payment of monthly fee/charges will be made (other than payment by cash) to the agency by the 10th of the succeeding month or within 10 days from receiving the bill, whichever is later, based on bill raised for the same by the agency and attendance particulars.

SIGNATURE OF TENDERER

TENDER SCHEDULE

!{{ Requirement: Four (4) security personnel to be provided round the clock }}!

Amount in ‘Rs.’(INR)

Sl. No.	Security personnel	Number	Rate per person per day (of 24 hours) (INR) excluding taxes only	Total amount per day (of 24 hours) (INR) excluding taxes only (Number x Rate)
1.	Security Supervisor (if any)			
2.	Security Guards			
	Grand Total	4	XXXXXXXXXXXXXXXX	

[One Day means 24 hours]

Grand total of Total amount per day (INR) for 4 personnel excluding taxes only, in words: -----

[**Note:** Monthly fee to be the Grand total of Total amount per day (INR) for 4 personnel, multiplied by number of days of service provided in a month, plus applicable taxes.]

Signature of the Tenderer:

Name of the Tenderer :

Full Address :

*Score out the row/column/cells not applicable.

FORM FOR REQUEST FOR RELEASE OF EMD

From

.....
.....
.....

To

The Administrator,
Cochin Fisheries Harbour

Sir,

Sub: Tender For Providing Security Services By Private Security Agencies at Cochin Fisheries Harbour for a Period Of One Year -Release of EMD regarding.

Ref: Tender No. T 01/ADMNR/CFH/PVT.S/2017

I / We have submitted tender for the subject work. I / We hereby request to release the EMD of Rs.30,000/- (Rupees Thirty thousand only) deposited along with the tender at the earliest in case the tender is not accepted. The hand receipt duly stamped and signed is enclosed.

Yours faithfully

(Signature)

Name

Place:

Date:

COCHIN FISHERIES HARBOUR

FORM OF HAND RECEIPT

No. and Date of Sanction :

Name and address of party to whom payment is to be made :

Cash Book Voucher No.

Department/Division

Dated:

Head of Account/Code No.

1. Pay by cash/cheque)

2. Paid by me by cash/cheque

Received from the Administrator, Cochin Fisheries Harbour, Cochin-682005, a sum of Rs. (Rupees.....) towards (Name of work or purpose for which payment is made).....

Signature of Payee (with date)

Date:

Designation

Witness: