

## GENERAL CONDITIONS

1. The cost of tender document is Rs.2800/- (including 12% GST) which is to be remitted through online.
2. The tenderer Must remit EMD of Rs.30,000/- through online.
3. An amount equal to 5% of the quoted amount worked out to Twelve months should be remitted by the successful tenderer towards security deposit which will be released only after the satisfactory completion of period of contract.
4. The tenderer should submit a preliminary agreement in the appended form duly executed and signed in stamp paper worth Rs.200/-.
5. The tenderer should quote rate as per Minimum Wages Act, that is the rate quoted should include basic pay, VDA, PF,ESI etc
6. The security agency will provide necessary number of female and male security guards in the factory of Oushadhi at Kuttanellur, Panchakarma Hospital at Thrissur, sub centre at Pariyaram-Kannur, Pathanapuram-Kollam and factory at Muttathara-Trivandrum as required by Oushadhi. The security guards shall be provided in 3 shifts of 8 hours. **The male security guards shall be Ex service personnel.** One among the personnel engaged shall be nominated as the supervisor who shall supervise the work of the security guards engaged by the agency.
7. The security guards provided by the security agency at Oushadhi will be having good physical fitness and below the age of 58 years.
8. The security agency shall remove and replace any security guards in case any complaint is raised by Oushadhi. The Managing Director of Oushadhi or the officer authorized by him reserves the right to direct any security personnel engaged by the security agency not to enter the premises of Oushadhi without assigning any reason what so ever.
9. The security guards provided by the security agency will be the employees of the Security agency and will not have any right in Oushadhi for any monitory and other benefits including continuation of employment. There will not be any employer employee relationship between the security guards deployed by the agency and Oushadhi.
10. The security guards employed by the security agency shall have adequate knowledge to operate fire fighting devices and in the event of any fire the security guards are responsible to extinguish it in the first instance.

11. Before deploying the security guards the security agency would verify character, behavior and track records of the security guards and ensure that only good personnel are deployed. Any of the security guards provided shall not have adverse entry in the police records.
12. In case of absence, sick leave, accident etc of the security guards substitution would be provided in time by the security agency.
13. The tenders shall have all statutory licenses including ESI and PF registrations. All statutory payments including ESI, PF etc, would be the responsibility of the contractor. He should provide documental evidence every month to prove the statutory payments failing which fee will be withheld.
14. The successful tenderer should enter into an agreement with the corporation for the successful completion of the contract, within 10days on receipt of work order failing which EMD remitted will be confiscated and work will be awarded to the next lowest bidder or retendered at the risk and cost of the successful tenderer.
15. The rates quoted should be inclusive of all taxes but excluding GST and it should be firm without any escalation till the expiry of contract period.
16. The tenderer can visit the work site prior to the submission of the tender.
17. Any clarification regarding the tender can be had from the office during working hours on all working days.
18. The Managing Director reserves the right to accept or reject the tender without assigning any reason whatsoever. The decision of the Managing Director will be final.