



Notice Board #
20/03/2021

भारतीय सनदी लेखाकार संस्थान
THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

(Set up by an Act of Parliament)

Date: 20th March, 2021

Pune (WIRC)

All CA Members/Vendors

Subject: Invite Quotations for "Security Services" at ICAI Bhawan, Bibwewadi, Pune

Respected Sir/Madam,

We invite quotations for "Security Services" at the premises of ICAI Bhawan, Bibwewadi, Pune, with effective from 1st April, 2021 as per the below terms & conditions in sealed envelope. We request if you have any contact or if you know any vendor please inform him to submit the quotation at below address **within 5 days**, last date for submission of quotation will be **Wednesday, 24th March, 2021 by 3 pm.**

Terms & Conditions:

1. Total two security person for the shift of 12 hrs each i.e (24 hrs security services).
2. Security person should be well educated, able to write the register entries in English.
3. Security should be in proper uniform with ID Card and security accessories, KYC document with fingure prints of security guard required.
4. All the statutory compliances/dues (PF, ESIC, PT & all applicable taxes, as per the Government & labour law) to be born by security contractor & paid pf challan with ECR having security name, attendance required along with monthly invoice. If GST applicable, amount can be paid after its reflection in our GST2B.
5. If any change in the security person deployed, need to give prior intimation to us.
6. Timely payment of the deployed security person will be sole responsibility of Security Contractor. All care & precaution regarding safety & security will be bound by you.
7. If any lost/damage of the premises in present of security person deployed, the same will be recovered by the security contractor.
8. Regular supervisor visit and checking need to be done (twice in a week, day shift & night shift) by the security contractor.
9. Regular training such as fire safety, people handling etc to all deployed security need to be provided by the security contractor.
10. Two references of existing service contract to be provided.
11. Selected contractor will have to keep interest free security deposit of Rs.30, 000/- or as per the decision of Managing Committee of Pune ICAI.
12. The security contract will be valid for 11 months. It can be renew after every 11 months with satisfactory performance & approval by the Managing Committee of Pune Branch of WIRC of ICAI, if the performance is not satisfactory, the managing committee can discontinue the contract with one month notice.

NOTE:

1. Quotation must include all applicable cost as per above mentioned specifications & Taxes if any.
2. Terms & Conditions for payment etc.
3. As per standard process, Pune Branch of WIRC of ICAI, keep the right of finalisation of vendor.

Address to submit the sealed quotation: Pune Branch of WIRC of ICAI, 'ICAI Bhawan', Plot No. 8, Parshwanath Nagar, Near Mahavir Electronics, Opp. Kale Hospital, Bibwewadi, PUNE - 411 037.

Yours sincerely,


Deepak Korgaonkar
Branch Admin (M: 8237166008)



PUNE BRANCH OF WIRC OF ICAI

"ICAI Bhawan", Plot No. 8, Near Mahavir Electronics, Parshwanath Nagar, Bibwewadi, Pune 411 037, Maharashtra, India.
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