

ICAR-CENTRAL INSTITUTE FOR RESEARCH ON GOATS
MAKHDOOM, P.O. FARAH-281 122, MATHURA (U.P.)

F.No. 5-27(17)/CP&C/2015

Dated: 28.12.2015

INVITATION OF TENDER

(For **Housekeeping/Sanitation Services** at CIRG, Makhkdoom)

Note:- All the communications must be addressed to the Director, CIRG, Makhdoom, P.O. Farah - 281 122 (Mathura) .

From:-

Director,
CIRG, Makhdoom, P.O. Farah - 281 122
Distt. Mathura (U.P.)

To,

Dear Sir,

On behalf of the Director, Central Institute for Research on Goats, Makhdoom, P.O. Farah - 281 122 (Mathura) U.P. tenders are invited for Annual Job/work Contract for "Housekeeping/Sanitation Services" at this Institute.

The terms & conditions of the contract which will govern the contract made are those contained in the general conditions of contract applicable to the contract placed by the CIRG, Makhdoom and the special terms & conditions detailed in the tender form and its schedules. Please submit the tender if you are in a position to provide the requisite services in accordance with the requirements stated in the attached schedules.

2. An earnest money of **Rs. 20,000/- (Rupees twenty thousand only)** must be deposited in the form of **demand draft/Banker Cheque/FDR in favour of "ICAR Unit, CIRG" payable at Farah, Mathura or in the shape of FDR/TDR**. The particulars of the earnest money deposited must also be superscribed on the top of the envelope by indicating the draft/pay order number and date, failing which the tenders will not be opened. The tenders will not be considered if earnest money is not enclosed/deposited with the tender. The proforma for submitting Bank Guarantee is available as **Format-V**.
3. The rates must be submitted **in the prescribed format (Schedule II)**. The agency is required to indicate the number of manpower offered for providing the services and break-up of monthly charges to be claimed and actual to be paid in the schedule III.
4. The tenderer is being permitted to tender in consideration of the stipulation on his/her part that after submitting his/her tender, he/she will not refuse from his/her offer or modify the terms and conditions thereof. Should the tenderer fail to observe and comply with the foregoing stipulation the EMD amount will be forfeited by the CIRG. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be refunded to after he/she has applied for the same, in the manner prescribed by the CIRG.
5. The schedule I & II of the tender form should be returned intact and pages should not be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter along-with the tender. The pages added must be numbered and number of pages added must be stated.

Contd.....2

6. The tender is liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tender is not fulfilled. Individual signing the tender or other documents connected with the contract may specify whether he/she signs it in the capacity of (i) as sole proprietor of the firm or constituted attorney of such sole proprietor of (ii) a partner of the firm, if it is a partnership in which case he/she must have authority to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.
7. In case of partnership firms, where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by every partner of the firm. A person signing the tender form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to sign such documents and if, on enquiry it appears that the persons so signing without authority, the CIRG will cancel the contract and hold the signatory liable for all costs and damages. Such page of the tender and the schedules to the tender and annexure, if any, should be signed by the tender(s).
8. The original copy of the tender is to be enclosed in double cover. The inner cover should be sealed. The outer cover should be super-scribed "Housekeeping/Sanitation Services at C.I.R.G., Makhdoom, Farah (Mathura) U.P". Right is reserved to reject outstation tenders. Tender to be hand delivered should be put in the tender box kept outside the Room of Asstt. Admn. Officer (CP&C) not later than 02.30 p.m. on the last date of receipt.
9. The tenderer is at liberty to be present or to authorise a representative to be present at the opening of the tender on the last date of receipt at 02.30 p.m. The name and address of the representative who would be attending the opening of the tender on behalf of tenderer should be indicated in tender. Please also state the name and address along with telephone of your permanent representative, if any.
10. Acceptance by the Director, CIRG will be communicated by express letter/Fax/E-mail or any other form of communication. Formal letter of acceptance of the tender will be forwarded as soon as possible, but the earlier instructions in the express letter etc. should be acted upon immediately.

Yours faithfully

Sr. Admn.Officer

ICAR-CENTRAL INSTITUTE FOR RESEARCH ON GOAT
MAKHDOOM,P.O.FARAH-281122 , MATHURA(U.P.)

F.NO.5-27(17)/CP&C/2015

Dated: 28.12.2015

INVITATION TO BIDS

INVITATION OF TENDER FOR JOB/WORK CONTRACT FOR "HOUSEKEEPING/
SANITATION SERVICES" AT CIRG, MAKHDOOM, FARAH (MATHURA).

- | | | | |
|----|--|---|---|
| A. | Cost of Tender Documents | : | Rs.500/- (Rs. Five hundred only) |
| B. | Pre-bid meeting for prospective bidders | : | 20.01.2016 at 03.00 PM |
| C. | Last date of Sale of Tender form | : | 25.01.2016 up to 05.00 PM |
| D. | Last date for receipt of Tender in Office is | : | 28.01.2016 up to 02.30 PM |
| E. | Tender (Technical bid) to be opened on | : | 28.01.2016 at 03.30 PM |
| F. | Tender (Financial bid) to be opened on | : | 30.01.2016 at 03.00 PM |
| G. | Amount of Bid Security | | Rs. 20,000/- (Rs. twenty thousand only). |

Note:-

1. The Director, Central Institute for Research on Goats, Makhdoom may at his discretion, extend this date by a fortnight and such extension shall be binding on all Tenders.
2. If the date up to which the tender is open for acceptance is declared to be holiday, the Tenders shall be deemed to remain open for acceptance till the next working day. Tender form may be obtained on any working day from AAO (CP&C), CIRG, Makhdoom by depositing Rs.500/- in cash or by sending Rs. 550/- in the form of Pay order of Demand Draft drawn in favour of **ICAR Unit - CIRG** payable at Farah, Mathura. **Tender form may also be downloaded from institute website www.cirg.res.in**, for this purpose and cost of tender of Rs.500/- in the shape of demand draft should be enclosed alongwith Tender form in the technical bid in a separate cover.

Director, CIRG, reserves the right to cancel one or all the tenders without assigning any reason.

SR.ADMN.OFFICER
FOR & ON BEHALF OF THE DIRECTOR

GENERAL INFORMATION AND OTHER TERMS & CONDITIONS OF THE JOB/WORK CONTRACT

1. Laboratory Buildings/Residential Quarters and its Roads/GPT/Dispensary/Road of Main Gate & others/Guest House/Kisan Hostel/Student Hostel etc. and the Location:- The details are as under:-

Sl.No.	Place of Housekeeping/ Sanitation	Description of Area/quantity/Nos.	Description of work
1.	नई लेबोरेटरी बिल्डिंग (सी-ब्लॉक)	2050 Sq. meter	टाईप 1 से टाईप 4 के क्वार्टर्स के चारों तरफ की सड़क झाड़ना है तथा क्वार्टर्स के कूड़े का निस्तारण करना है एवं क्रम संख्या 1, 2, 3 व 6 में झाड़ू लगाना, पोंछा करना, कूड़े का उचित स्थान पर निस्तारण करना, परिसर के आस-पास की जंगली घास की सफाई, सीवर लाइन से सम्बन्धित कार्य इत्यादि।
2.	प्रयोगशाला परिसर (दो मंजिला)	5466 Sq. meter approx. + 580 Sqm. road	
3.	जी.पी.टी. / डिस्पेन्सरी	150+125 Sq. meter approx. + 313 Sqm. road	
4.	आवासीय परिसर एवं रोड, टाईप-1, 2, 3 एवं 4	1120+30400+2800+1500 Sq. meter approx. and 2599 Sq. meter road	
5.	टाईप-5, मेनगेट व सम्बन्धित सड़क इत्यादि	1400 Sq. meter approx. + 530 Sq. meter roads	
6.	गैस्ट हाउस, किसान हॉस्टल, स्टूडेन्ट हॉस्टल इत्यादि	3000+500+700 Sq. meter approx. + 410 Sq. meter roads	

2. **Estimated man days for Total Service per day = 10 Men days to 12 Men days.**

3. **SERVICES:-**

- (a) This is a Job/work contract of "Housekeeping/Sanitation Services".
- (b) The entire open area and the build up area in both the buildings will have to be cleaned/maintained strictly as per the Charter & Schedule of services and Schedule of **material used as indicated at Annexure-I & II**.
- (c) The service providing firm/Agency is required to keep the material required for a month in advance after satisfying the section officer/Incharge Horticulture regarding the quality and quantity of the material. In case of insufficient and unsatisfactory use of material. The Director, CIRG reserves the right to supervise the purchase of required material through the I/C Horticulture/designated officials.
- (d) The non compliance of schedule of services may attract the penalty of deduction of payment worked out on pro-rata basis from the monthly charges for the portion of services completed after schedules time.

4. **Materials to be used:-** All cleaning tools and cleaning materials will be arranged by the agency. Following brand of materials is only to be used:-

Sl.No.	Items	Brand
1.	Disinfectant/Cleaning liquid	Cleanzo or of good reputed brand
2.	Broom (Nariyal Jharoo] Pholl Jharoo for Sanitary purpose	A good reputed brand
3.	Liquid soap	Homocol or good reputed brand
4.	Naphthalene ball	Trishul or good reputed brand
5.	Room freshener	Premium or good reputed brand
6.	Cleaning powder	Vim/Surf of good reputed brand
7.	For toilet flush	Harpic/Kiwi Kleen block or good reputed brand
8.	Air Freshener	Odonil of good reputed brand
9.	Phenyl	Doctor Brand or good reputed brand

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- (a) The selected agency shall provide required services for performing the job of maintenance of cleaning services at the CIRG, Makhdoom. The agency shall employ good and reliable persons with robust health and clean record (antecedent duly verified by the police department) preferably within the age group 21 to 45 years to carry out the service contract. In case, any of the personnel so engaged by the agency is not found suitable by the Competent Authority, the Director, CIRG shall have the right to ask for its replacement without giving any reason thereof and the agency shall on receipt of a written communication in this regard will have to replace such persons immediately.
- (b) The housekeeping and sanitation services are to be provided as detailed in charter & schedule of services from 8:00 a.m. to 5:00 p.m. 1 hour lunch break 1.00 p.m. to 2.00 p.m. uninterruptedly and schedule of material use in all working days. It is to be ensured by the contractor that these services on each floor are provided and supervised.
- (c) The Agency is free to deploy numbers of manpower as per the need of the services to be provided for completion of scheduled work.
- (d) The personnel engaged by the agency for this job contract will not be an employee of the CIRG, Makhdoom and there will be no employer-employee relationship between the CIRG, Makhdoom and the personnel so engaged by the contractor.
- (e) The agency shall be wholly responsible for making payment of monthly salaries and other admissible allowances to the personnel under Minimum Wages Act and the CIRG shall in no way be responsible for meeting any kind of expenditure on salaries etc. to these personnel.
- (f) The CIRG shall not directly or indirectly engage any personnel of the agency during the period of contract.
- (g) The job of minor shifting of furniture items and other items will also be done by the personnel engaged by the contractor for the referred job/work as and when required.
- (h) All the persons deployed will carry **Identity Card issued by the agencies**, perform their duty in proper uniforms and will maintain a smart turn-out. The agency shall, at its own cost, provide suitable uniforms (summer and winter) to the personnel.
- (i) The tenderer will also have to furnish particulars relating to ESI, EPF, Registration under Contract Act, turnover, infrastructure etc.
- (j) The agency shall furnish experience of performing job/work contract of cleanliness in reputed Govt./Semi Govt. buildings and other organizations.

5. **ELIGIBILITY CONDITIONS:-**

- (a) The firm should have at least five years of experience of performing job/work contract of Sanitation Services in reputed Govt./Semi Govt./Govt. undertaking/University or other establishment.
- (b) The firm should have at least completed one similar contract of value not less than Rs. 20.00 lakh p.a. satisfactorily in the Government Department in the last three years.
- (c) The firms should have at least 50 sanitary workers/Supervisor registered under ESLI & EPF.
- (d) The firm should submit solvency certificate from their bankers for more than Rs. 25 Lakhs.
- (e) The firm should have valid Labour Contract licence for current contract.
- (f) The firm must have Service Tax Registration.

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6. **Evaluation of the quotation**:- The CIRG will evaluate and compare the quotation determined to be substantively responsive i.e. which are properly signed, fulfill all the eligibility conditions, conform to the terms and conditions and meet the minimum wages criteria and other statutory requirement. The CIRG will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.
7. **TERMS OF THE CONTRACT**:- Initially the terms of the contract will be for one year. On the expiry of the contract or on its termination, the Director, CIRG reserves the right to renew the contract on yearly basis on the terms and conditions that may then be mutually agreed upon.
8. **MODE OF PAYMENT**:- The agency shall submit monthly bills along with the proof of depositing Service Tax and EPF & ESI contribution for the personal engaged at the site for the job performed during the preceding month on the first working day and the CIRG shall make a payment in favour of the agency. However, taxes which are as per the rules of the Govt. of U.P. shall be deducted at source from monthly bills of the successful tenderer. The agency shall make payment to their employee through account payee cheque/RTGS/NEFT made and enclose the proof with the bill from the second bid.
9. **TERMINATION**:- This contract can be terminated by giving one month's notice on either side and that any notice required to be served shall be sufficiently served on the parties if delivered to them personally or dispatched at the address herein given under registered post.
10. **LOSS AND/OR DAMAGES**:- In case of any loss or damage done to the property of the Institute by the personnel provided by the agency for sanitary duties at CIRG full damages will be recovered from the Agency and decision of the competent authority of CIRG shall be a binding on him.
11. **SECURITY DEPOSIT**:- The successful bidder will be required to deposit an amount equivalent to 10% of the total contract value as Security Deposit in the form of Demand Draft/Pay Order favouring ICAR Unit-CIRG within two weeks from the date of award of the contract. The security shall be refunded to the contractor after satisfactory completion of the contract or adjusted against any damages or loss of property etc. caused by the personnel deputed by the agency. No interest will be paid on the security money deposited with the CIRG Institute.
12. **Essential documents which should be kept in the "Technical Bid"**:-
 - (1). Required amount of bid security Rs. 20,000/- in the shape of D.D. or F.D.R./T.D.R. (should be valid for 90 days from the date of opening of tender)/Cash (Copy of cash receipt). Demand Draft in the name of "ICAR-Unit – CIRG, Makhdoom" payable at Farah, Mathura.
 - (2). Valid Registration Certificate of the Firm under Labour Enforcement Act.
 - (3). Attested copies of valid PAN No./TAN No.
 - (4). Valid Certificate of Employees Stte Insurance Corporation (ESI).
 - (5). Valid Certificate of Employees Provident Fund Organization (EPF).
 - (6). Valid Registration Certificate issued by Deptt. of Service Tax.
 - (7). Valid Registration Certificate under Companies Act, 1956.
 - (8). Duly signed whole tender document except Price List (Annexure-A).

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13. The contractor is advised to do a complete survey on his own of the job/work to be done at Institute before offering rates.
14. **A pre bid conference has been schedules on 20.01.2016 at 03.00 PM and prospective bidder may attend for seeking clarification if any.**

SR.ADMN.OFFICER
FOR & ON BEHALF OF THE DIRECTOR

TENDER FOR ANNUAL JOB/WORK CONTRACT FOR PROVIDING HOUSEKEEPING/
SANITATION SERVICE AT CIRG, MAKHDOOM-281122 (UTTAR PRADESH)

From:-

Full Name & Address of the Tenderer in
addition to address and other information
relevant information needed for the complete Address:

Telephone No.
telegraphic Address

To

The Director,
ICAR-C.I.R.G., Makhdoom, P.O. Farah-281122,
Mathura (U.P.)

Sir,

I/We have read all the particulars regarding the general information and other terms and conditions of the job/work contract for providing "**Housekeeping/Sanitation Services**" at CIRG and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the tender at the rates given in schedule attached II and III to this tender and I/We agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the said Contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.

2. I/ We have understood these terms and conditions for the job/work contract and shall provide the best services strictly in accordance with these requirements.
3. The following pages have been added to form a part of this Tender----- Schedules I, II & III attached with this tender are at page Nos. -----.
4. Every page so attached with this tender bears my signature and the office seal.
5. Pay Order/D.D./FDR NO.----- dated -----of Rs.20,000/- (Rupees twenty thousand only) drawn in favour of (ICAR Unit, CIRG) and payable at Farah, Mathura is enclosed as EMD as required.

Yours faithfully

Signature & seal of the Tenderer with date-----
Address_____

Telephone No. Office:-----

Resi.:_____

Mobile-----

Address-----
Name & Signature of Witness
Address-----

ANNEUXRE-I

CHARTER & SCHEDULE OF JOB/WORK OF "HOUSEKEEPING/SANITATION SERVICES"

क्रम संख्या	सफाई का स्थान	कार्य का समय	कार्य का विवरण
1.	नई लेबोरेटरी बिल्डिंग (सी-ब्लॉक)	सुबह 08.00 बजे से शाम 05.00 बजे तक	1. टाईप-I से टाईप-IV के क्वार्टर्स के चारों तरफ की सड़क झाड़नी है। क्वार्टर्स के कूड़े का निस्तान्तरण करना है। 2. क्रम संख्या 1, 2, 3 व 6 परिसर में झाड़ू लगाना, पोंछा करना व कूड़े का चिन्हित चयनित स्थान पर निस्तारण करना। 3. 1 - 6 परिसर के आस-पास की जंगली घास की सफाई/जंगली घास 5 से.मी. से ज्यादा न बढ़े, सीवर लाईन किसी भी समय चौक नहीं होगी तथा रिसाव नहीं होगा। सोक पिटों को समय-समय पर खाली करना।
2.	प्रयोगशाला परिसर (दो मंजिला)	सुबह 08.00 बजे से शाम 05.00 बजे तक	
3.	जी.पी.टी./डिस्पेन्सरी	सुबह 08.00 बजे से शाम 05.00 बजे तक	
4.	आवासीय परिसर एवं रोड, टाईप-1, 2, 3 एवं 4	सुबह 08.00 बजे से शाम 05.00 बजे तक	
5.	टाईप-5, मेनगेट व सम्बन्धित सड़क इत्यादि	सुबह 08.00 बजे से शाम 05.00 बजे तक	
6.	गैस्ट हाउस, किसान हॉस्टल, स्टूडेंट हॉस्टल इत्यादि	सुबह 08.00 बजे से शाम 05.00 बजे तक	

ANNEXURE-II

Schedule of material use

Sl.No.	Material	Frequency	Remark
1.	Cleanzo for mopping and cleaning rooms	Daily	-
2.	Liquid Soap & Naphthalene balls	Once in a week	Refilled at least once in a week. Care to be taken that its level never goes beyond half of the container
3.	Harpic/Phenyl in all toilets	Daily	-
4.	Room Freshner (Premium brand)	Daily	-
5.	Auditorium/Committee room	Weekly/as and when required	-
6.	Odonil in toilets	Twice in a month	-
7.	Laboratory/Guest house/Colony roads (Brooming)	Daily	-
8.	Collection of Kitchen waste etc. from all the building/quarters	Daily	-

SCHEDULE TO TENDER**PART-I**

Sl. No.	Particular	To be completed by the Tenderer
1.	Name of the Firm/Agency	
2.	Full address with Post Box No. and Telephone No. if any	
3.	Constitution of the Firm/Agency (Attached copy) Indian Companies Act, 1956; Indian Partnership Act, 1932 (Please give names of partners) Any other Act, if not, the owners	
4.	For Partnership firms whether registered under 'The Indian Partnership Act, 1932; please state further whether by the partnership agreement, authority to refer disputes concerning the business of the partnership to arbitration has been conferred on the partner who has signed the tender. i). If answer to the above is in negative whether there is any general power of attorney executed by all the partners of the firms authorizing the partner who has signed the tenders to refer dispute concerning business of the partnership to arbitration. ii) If answer to (i) or (ii) above is the affirmative please furnish a copy of either the partnership agreement or the general power of attorney as the case may be.	
5.	Name and Full Address of your Banker's	
6.	Value of Solvency Certificate issued by their bakers	
7.	Registration Number of the firm	
8.	ESI No. of Firm	
9.	EPF No. of Firm	
10.	Registration No. under Contract Act	
11.	Service Tax Registration no. of the firm	
12.	PAN Number	
13.	Experience in no. of years (a). Public Sector/Government Departments (b). Private Sector (Name and address of client departments may be indicated)	
14.	Turnover of last 5 years. (Certified copy be attached)	
15.	Your Permanent Income Tax No./Circle/Ward	
16.	Number of Sweepers/supervisor registered under ESI & EPF (Enclose a list)	
17.	Any other relevant information	

All the above information of **Part-I** of schedule I must be accompanied with the certify copies of the documents, failing which the **Tender/Quotation will be liable to be rejected.**

SCHEDULE-II

PART-II

Sl.No.	Particular	To be completed by the Tenderer
1.	1. Detail of the Earnest Money Deposited:- a). Demand Draft number with date and Bank drawn on.	

PART-III

Sl.No.	Particular	To be completed by the Tenderer
1.	Name and Address of the firm's representatives and whether the firm would be represented at the time of opening of the tenders.	
2.	Name of the Permanent Representative to be visiting CIRG, Makhdoom regarding the contact.	

Date-----

Place-----

AUTHORISED SIGNATORY

Please add supplementary pages to be numbered wherever needed by the tenderer.

No. of manpower offered & break-up of Monthly Labour charges to be-----

1. No. of Manpower offered

- (a) No. of supervisors:-
- (b) No. of workers:-

2. Break-up of monthly Labour charges to be claimed and actual to be paid

Sl. No.	Description	Monthly Charges per workers
a.	Monthly Rate	
b.	ESI Contribution	
c.	EPF Contribution	
d.	Other Charges including bonus, gratuity, etc.	
A	Total cost per head (a+b+c+d)	
B	Contribution by the employee for ESI/EPF to be deducted	
C	Other deduction, if any	
D	Actual amount to paid to the employee	

Signature of the Authorized signatory

Bank Details for e-payment:

1. Name of Bank, Branch Code & Full Address-----
2. A/C No. & Type of Account:-----
3. IFSC (Indian Financial System Code) No.-----

(This financial bid to be enclosed in a separate envelope with weal)

SCHEDULE OF TENDER

Pre-bid meeting for prospective bidders : 20.01.2016 at 03.00 PM
Last date of sale of Tender form : 25.01.2016 up to 05.00 PM
Last date for receipt of Tender : 28.01.2016 up to 02.30 PM
Date of opening of Technical Bid : 28.01.2016 at 03.30 PM

Date of opening of Financial Bid

:

30.01.2016 at 03,00 PM

FINANCIAL BID

The tender will remain open for acceptance up to 90 days from the date of opening of bid.

To,
The Director,
C.I.R.G., Makhdoom,
P.O. Farah – 281 122,
Distt. Mathura (U.P.)

I/we wish to submit our tender/quotation towards the job/work contract for providing "**Housekeeping/Sanitation services**" at C.I.R.G., Makhdoom, Farah (Mathura) U.P.

Description	Labour charges	Material charges	Service charges all inclusive	Service Cost
	1	2	3	4
Total monthly charges for Housekeeping/Sanitation Services at C.I.R.G., Makhdoom as per the terms & conditions specified in the tender form, charter & Schedule of Services Schedule of material of Services and Schedule of material use as mentioned in Annexure-I & II. (including sanitary materials)				

I/we agree to the forfeiture of the earnest money deposited by me/us in connection with this tender the terms & conditions in whole or in part as laid down in the quotation form. We have carefully read the tender and agree to abide by these in letter and spirit.

Any other terms and conditions that the tender(s) would like to specify form a part of this schedule.

Signature_____

Name and address of the firm with
Phone No._____

FORMAT OF BANK GUARANTEE FOR BID SECURITY

1. In consideration of the President of India (hereinafter called "the Government") having agreed to exempt _____(hereinafter called ' the said Contractor(s)'] from the demand, under the terms and conditions of an agreement dated _____ made between _____ and _____ for

_____ (hereinafter called "the said Agreement") of security deposit for the due fulfillment by the said Contractor(s) of the terms & Conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. _____ (Rupees _____). We _____ (hereinafter referred (indicate the name of the Bank) to as the Bank") at the request of _____ (contractors) do hereby undertake to pay to the Government an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said Contractor(s) of any of the terms of conditions contained in the said Agreement.

2. We _____ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Government by to or suffered by the Government by reason of any breach by the said Contractor(s) of any of the terms of conditions contained in the said Agreement or by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s) failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.
3. We undertake to pay to the government any money so demanded not with standing any dispute or disputes raised by the Contractor(s) / Supplier(s) in any suite or proceeding pending before any court or tribunal relating thereto our liability under there to our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) / Suppliers(s) shall have not claim against us for making such payment.
4. We _____ (indicate the name of bank) further agree that the guarantee here in contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till _____ office / Department / Ministry of _____ Certified that the terms & conditions of the said Agreement have been fully an properly carried out by the said Contractors and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the _____ we shall be discharged from all liability under this guarantee thereafter.
5. We _____ (indicate the name of bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without effecting in any manner our obligation hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and We shall not be relived from our liability by reason of any such variation or extension being granted to the said contractor(s) or for any forbearance at or omission on the part of the Government or any such matter or thing whatsoever which under the law relating to sureties would but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the bank or the contractor(s) / suppliers(s)
7. WE _____(indicate the name of bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Government in writing.
8. Dated the _____ day of _____ for _____
(indicate the name of bank).

