Ambedkar University Delhi

अम्बेडकर विश्वविद्यालय दिल्ली

No. AUD/1-10 (89)/ 2014-15/ Monkey Handler/   **27 January, 2015**

To,

Subject: Notice inviting Tender / Quotation for Deployment of Monkey Handler at premises of Ambedkar University Delhi

Ambedkar University Delhi (AUD) invites sealed quotations from competent monkey handlers (hereinafter called the "agency") to deploy trained persons at its Kashmere Gate campus. The quotation is required to be submitted in a sealed cover addressed to the Registrar, Ambedkar University Delhi, Lothian Road, Kashmere Gate, Delhi-110006 so as to reach us on or before 20-02-2015 up to 02.00 pm, duly superscribing the work i.e **"Quotation for Deployment of Monkey Handler at premises of Ambedkar University Delhi"** on top of the cover.

Last Date of submission of tender / quotation -   **20-02-2015 at 02.00 PM**
Date of Opening of tender / quotation -   **20-02-2015 at 03.30 PM**

Tenderers should read the tender document carefully as enclosed and comply strictly with the terms and conditions before sending their tenders.

                                                              Deputy Registrar (Admin)

Copy forwarded for information to:-

  1- Registrar, Ambedkar University Delhi
  2- Controller of Finance, Ambedkar University Delhi

TERMS & CONDITIONS OF CONTRACT FOR SUBMISSION OF TENDER BID/ QUOTATION

1. The monkey handler shall be responsible to drive away the monkeys from the premises of Ambedkar University Delhi at Kashmere Gate campus including floors/terrace etc. While performing such duties, instructions contained in the Prevention of Cruelty to Animals Act, 1960 and other relevant acts will be strictly followed.

2. The services of monkey handler will be provided on all seven days in a week. The agency is advised to see the area before submitting its bid.

3. The quotation shall be given exclusively for one monkey handler. However, the agency should be capable of deploying at least three monkey handlers on any given day.

4. The payment shall be made in the following month on submission of the bill by the agency.

5. In case of absence of monkey handler, deduction at pro-rata basis will be made from the month's bill.

6. The agency will arrange for food, medical aid in case there is any physical injury to the monkey handler during the period. No additional expenses of any kind shall be borne by the university.

7. The monkey handler shall be equipped with a whistle and a stick during the duty.

8. Monkey handler's mobile number shall be available with the Estate Division of the AUD. Any staff member may contact the monkey handler directly over phone if his services are required at any point of time. The monkey handler shall respond to the call immediately and assist the concerned staff member without delay.

9. The agency shall indemnify the University against all damages/charges and expenses for which the Government may be held liable or pay on account of the negligence of the contractor or his servants or any person under his control whether in respect of accident, injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demands thereof. The AUD shall not be responsible financially or otherwise for any injury to the monkey handler or person deployed by the agency during the course of performing duties.

10. In case the services of the agency are found un-satisfactory in any respect, they shall be liable to be terminated immediately, without notice or without assigning any reason thereof.

11. Late receipt of bids (i.e. after due date and time) will not be considered. Authorized representatives of the tenderers may participate in the tender opening committee meeting, in case they wish to do so.

12. Rates must be quoted in figures & words in INR with all levies and taxes. The rates quoted will be valid for one year.

13. Earnest Money Deposit (EMD) of Rs. 5,000/- (Rupees five thousand only) in the form of crossed demand draft/ pay order drawn in favour of **Registrar, Ambedkar University Delhi** shall be enclosed with the bid. The EMD of unsuccessful tenderer will be returned after completion of the tender process. Tenders received without prescribed earnest money shall not be considered.

14. Each page of the tender document should be **signed by the tenderers**.

15. Details of experience if any, in the form of work order/ certificate of performance should be enclosed with the tender document.

16. The AUD will open the bids, in the presence of bidders or his authorized representative who choose to attend, at the time and date specified in the tender notice. The bidders or his authorized representatives who are present shall sign the tender opening document evidencing their attendance.

17. AUD reserves the right of accepting the tender in whole lot or distinct part of it or the supply can be distributed between more than one bidders.

18. The bid would be valid for 90 days from the date of opening of the tender.

19. The University reserves the right to accept or reject any tender or part thereof without assigning any reasons.

20. The quoted rate shall include cost of material, labour, transport, taxes & duties, royalties, octroi and other local taxes or levies etc, if any.

21. The contractor shall be required to deposit a sum equivalent to 5 percent of the total work order at the time of award of the contract as security deposit in the form of

demand draft or provide a bank guarantee for the said amount from a scheduled bank, pledged in favour of Registrar, Ambedkar University Delhi. No interest shall accrue on this amount. The Security amount shall be re-payable after one month of the expiry/ termination of the contract after deduction of penalty/ other dues, if any. The EMD of the successful bidder will be refunded after signing of the agreement and after deposit of security amount.

22.   Bid security of the unsuccessful bidders will be returned to them.

23.   The period of the contract shall be for one year. However, it may be extended for one more year at the discretion of the competent authority.

24.   The AUD may make any variation of the quantity & quality or any part thereof that may in its opinion be necessary for that purpose as mentioned below :-

a.   Increase/ decrease/ change the quality or kind of the number of item/ persons/ service, as mentioned.

b.   Omit any such item/ persons/ service if found necessary after issue of Work Order, if required.

c.   Additional requirement or any item/ persons/ service required may be supplied by the bidder.

25.   Penalties: In the event of the service provider failing, declining, neglecting or delaying the work or in the event of any damage occurring or being caused by him/ her, AUD shall without prejudice to any other party, exercise the remedy available to it under the law in force in the Delhi state:

a. Terminate the work order at the risk and cost of the bidder whose quotation has been accepted and

b. Recover the amount of loss caused by the damage, failure or default (including the consequential damage).

c. Impose a penalty up to 10% of the total value of the order and confiscate the security deposit.

26.   All disputes arising out of this contract shall be referred to the sole arbitration of the Vice Chancellor, Ambedkar University Delhi, or an arbitrator nominated by him. His decision will be final and binding on both the parties. The venue of arbitration shall be New Delhi (India).

Ambedkar University Delhi
Price Bid

Name of work: Providing services of monkey handler at Ambedkar University Delhi.

S. No.	Description of Item	Accounting Unit	Person	Rate per person (in figures and words)
1	Providing services of monkey handler to keep away monkeys from the premises of Ambedkar University Delhi	Nos.	01	Rs.
	Total Quoted Amount (Inclusive of All taxes) in Digits and words			Rs.

1.   I have enclosed Earnest Money Deposit (EMD) of Rs. 5,000/- (Rupees Five thousand only)   in the form of crossed demand draft/ pay order number _____ dated _____ drawn in favour of **Registrar, Ambedkar University Delhi**.

2.   I have signed each page of the tender document.

3.   I have attached work orders/ certificates of performance with the tender document

Place: Signature of the Tenderer

Date:__/ __/____