



# COTTON UNIVERSITY

Panbazar, Guwahati, Assam-781001

www.cottonuniversity.ac.in :: 0361-2733530 :: registrar@cottonuniversity.ac.in

অসম চৰণ বেঙ্গল

No.: CCSU/GAD/2016/088/ 1827-31

Date: February 26<sup>th</sup> 2018

## Notice Inviting Quotation

Sealed quotations are invited from interested Company / Contractors/Manpower Services/Security Agencies for providing manpower services at Cotton University.

Sl. No.	NIQ No.	Particulars
1	NIQ No.- CU/2018/49 Dated: February 26 <sup>th</sup> , 2018	"Providing manpower services at Cotton University"

The detailed NIQ document and the copy of Challan is available in CU website. Last date of submission of sealed quotation to the undersigned is 12<sup>th</sup> March, 2018 up-to 12.00 Noon and the quotations will be opened on the same day at 3.00 PM. Sealed quotations are to be submitted during office hours. Participating firms may attend at the time of opening of the quotations as per date and time mentioned above.

Registrar

Memo No.: CCSU/GAD/2016/088/ 1827-31

Date: February 26<sup>th</sup>, 2018

Copy for information to:

1. PS to VC for information of Hon'ble Vice Chancellor
2. Director, DIPR, GoA with a request to publish the above advertisement (softcopy enclosed), in immediate one issue of the Assam Tribune and Amar Asom, Asomiya Pratidin and submit the bills in triplicate for release of payments.
3. Finance Officer
4. System Manager to upload this notice in the University website.
5. Office File

Sl. No.	NIQ No.	Particulars
1	NIQ No.- CU/2018/49	"Providing manpower services at Cotton University"
2	NIQ No.	Particulars

No.: CCSU/GAD/2016/088/ 1827-31



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No.: CCSU/GAD/2016/088/ 1832

Date: February 26<sup>th</sup> 2018.

## Notice Inviting Quotations

NIQ No. CU/2018/49,

Dated February 26<sup>th</sup> 2018

Sealed quotations are invited from interested Company / Contractors/Manpower Services/Security Agencies for providing manpower services at Cotton University.

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Registrar  
Cotton University



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अग्रमतेन वेदव्यम्

## 1. Enclosures:

Documents/testimonials which must be submitted along with the technical bid are as follows:-

- i) Copy of duly signed-in prescribed format of NIQ.
- ii) Copy of valid trade license of local office at Guwahati.
- iii) Copy of applicable GST registration certificate.
- iv) Copy of IT returns acknowledgement for the last two year.
- v) Copy of PAN card.
- vi) Government Registration for Manpower Services/Security Services.
- vii) Copy of work experience as per clause 11 of the details terms and condition.
- viii) Copy of updated ESIC & EPF Registration.

*[Handwritten signature]*  
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अप्रमत्तेन वेदव्ययम्

## Detail terms and conditions for participating in NIQ No. CU/2018/49. Dated February 26<sup>th</sup> 2018.

1. Participating Company/Contractors/Manpower Services/Security Agencies must be with all relevant and applicable registrations and must provide the registration certificate.
2. Parties who download the detail NIQ must attach the prescribed fee Challan along with the quotation submitted.
3. A signed copy of the Detail NIQ must be submitted with the quotation submitted.
4. Selected Party will have to sign undertaking and agreement in the prescribed format. Successful bidder will have to deposit a Security Money to CU BASED ON THE VALUE OF THE CONTRACT.
5. The Quotation must be submitted in two envelope system: i. The Technical Bid with all relevant documents, testimonials etc of the submissions, and ii. The Price Bid in the prescribed format.
6. Price bid will be considered only after qualifying in the first phase of technical bid evaluation.
7. CU reserves the right to modify /cancel the requirements.
8. Non- Conformity of any of the terms and conditions will disqualify the agency and price bid will not be considered.
9. All terms and conditions will be as per Cotton University rules, regulations and decisions.
10. Party must have local office in Guwahati, (Copy of trade license reflecting office address in Guwahati must be submitted.
11. Party must have previous experience of handling at least two similar contracts of not less than 20 personals deployment in each category within last two years. Certificate in this regards indicating successful & satisfactory performance must be submitted.





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## ANNEXURE A – FORMAT OF WORK DONE

S No	Name of the Client	Type of Organization	No of Manpower provided per month	Contract Period
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**FORMATE FOR PRICE BID**

S No.	Requirements	Per shift of 8 hrs per person	Minimum Wage	EPF	ESI	Uniform Charges	Service charge of Agency	Reliever Charges	Total		
										Supervisor charge Total	GST
1	Guards (Without Arms) / <i>Skilled Labour.</i> Minimum VIII Pass. For Day or Night shifts. One shift of 8 hrs.										
2	Full Time Cleaner for sweeping floor cleaning toilets etc.										

*(Signature)*  
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# COTTON UNIVERSITY

Panbazar, Guwahati: 781001  
Website: www.cottonuniversity.ac.in

## Notice Inviting Quotation

Sealed quotations are invited in two bid system (technical and price bid) for providing manpower services at Cotton University from contractor/manpower service/company/security agencies.

Sl. No.	NIQ No.	Particulars
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Registrar

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PROBESHA  
FINANCE DEPARTMENT  
BEHIND VARDI  
CHENNAI ROAD, GUWAHATI  
Tel: 98360 88888

For more info visit our website

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