

Tele : 8978575429

Army College of Dental Sciences  
Chennapur - CRPF Road  
Jawahar Nagar Post  
Secunderabad-500 087

392/ACDS/ /Est

04 Oct 2022

M/S  
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**CALL FOR QUOTATION FOR PROVIDING SECURITY & CONSERVANCY TO ARMY  
COLLEGE OF DENTAL SCIENCES(ACDS), SECUNDERABAD**

1. Army College of Dental Sciences, seeks quotation to provide Security, plumber, gardener and conservancy services, facility at the College premises and campus and look after the entire security and conservancy needs of the College. Details of staff to be employed are as follows :-

(a)	Security	- 16 (ASO-02 & Security Gd-14)
(b)	Conservancy	- 31
(c)	Plumber	- 01
(d)	Gardener	- 01
	Total	- 49

2. The quotes to include amount payable to security and conservancy staff and service charges of the agency. The quote should also include total amount likely to be incurred not exceeding Rs \_\_\_\_\_per month including over time paid to staff. Quotation to be in the form at Appendix.

3. The agency shall look after the entire conservancy needs of the college by providing **33 conservancy staff including one plumber and one gardener** on each day of the month in order ensure total cleanliness of all buildings, toilets bathroom and campus of ACDS.

4. The agency shall look after the entire security need of ACDS Secunderabad by providing **14 security guards** including one female guard, one at 5 Acre land and one security supervisor for each shift.

5. The charter of duties of the security, plumber, gardener and conservancy services staff shall be provided by ACDS to the agency from time to time and it shall be the responsibility of the agency to adhere to the terms and conditions and charter of duties in its true perspective.

6. The agency to provide the conservancy, security, plumber and gardener arrangement in the college subject to the below mentioned conditions:-

(a) It shall be the responsibility to provide uniform to the Security and conservancy staff engaged by the agency and ensure that the employees maintain the required dress code and also maintain neatness and cleanliness. All such persons shall wear the insignia of the agency only.

(b) The agency alone shall be responsible for any loss due to theft or any loss due to damage caused to the building, articles, fitments, fixtures equipment, etc in the college due to any act of persons engaged by the agency and agency shall indemnify the ACDS and keep the ACDS harmless.

(c) The agency shall withdraw any staff if directed by ACDS to do so on the ground of (i) misconduct (ii) misbehavior (iii) not adhering to the charter of duties, (iv) misbehaving with the students (v) non compliance of any statutory rules, regulations, etc.

(d) It shall be the responsibility of the agency to ensure that the staff do not work for more than eight hours in a day and over time is paid in the event their staff works beyond the period of eight hours.

(e) The agency alone shall be the principal employer of the staff/worker engaged by the agency and ACDS shall not have any responsibility whatsoever.

(f) It shall be the responsibility of the agency alone to obtain all necessary permissions from various authorities including under the contract labour prohibition act, minimum wages act, provident fund act etc for providing the security, plumber, gardener and conservancy services in the college and the campus.

(g) The agency alone shall maintain all registers, as required under the relevant Act under State Govt or any other statute including the roster and attendance register, etc for all persons engaged.

7. That, the period of contract shall be for a period of three years, subject to satisfactory performance to be reviewed every year.

8. ACDS shall have the absolute right to prevent any person or persons engaged by the agency from entering the campus who is/are directed to be replaced by the ACDS.

9. The Quotation should reach ACDS Secunderabad by hand or by speed post by 1500h on 20 Oct 2022.

10. For any clarification please contact :-

Col PG Krishna (Retired)  
Registrar  
ACDS, Secunderabad  
Mob No-7382088266



(Col PG Krishna (Retd))  
Registrar

Appx

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(Name & Address of Agency)

Army College of Dental Sciences  
Chennapur – CRPF Road  
Jawahar Nagar Post  
Secunderabad – 87

QUOTATIONS

Sir,

1. The rates quoted for providing conservancy and services to Army College of Dental Sciences, Secunderabad by the agencies are as follows :-

Ser No	Description	No of Persons	Consolidated Pay per month	Total per month
(a)	Security Guard including 3 Lady Guards	14	Rs	
(b)	Assistant Security Officer	02	Rs	
(c)	Plumber	01	Rs	
(d)	Gardener	01	Rs	
(e)	Conservancy Staff			
	(i) Male	05	Rs	
	(ii) Female	26	Rs	
	<b>Total</b>			
	Services Charges @ Percentage	-	_____%	
	<b>Grand Total</b>		Rs	

2. Monthly bills for security and conservancy staff will not exceed Rs \_\_\_\_\_/- in a month.

(  
Signature of Proprietor  
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