



# Indian Institute of Forest Management

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**(Bid No. : IIFM /2009-10 / Security and House Keeping Services/1 )**

## INVITATION OF BIDS FOR SECURITY AND HOUSE KEEPING SERVICES

Sealed Bids are invited on behalf of the Director, Indian Institute of Forest Management, Bhopal from experienced professional security and House Keeping agencies for providing and facilitating security and House Keeping services in the Institute premises on Annual Contract Basis as per the requirement indicated in the Tender document, which is displayed in our web site [www.iifm.ac.in/tender](http://www.iifm.ac.in/tender) .

Name of work	Number of personnel required	Approx. Value of Work	Bid Security (Earnest Money Deposit)	Cost of bid document	Period
Providing and Facilitating Security and House Keeping Services in the Institute's Main campus at Nehru Nagar and Residential Colony at Vanika, Kotra Sultanabad, Bhopal	3 Supervisors + 27 guards (Total 30 personnel) for Security and 01 House Keeping Supervisor + 16 cleaning workers (Total 17 personnel for House Keeping)	Rs. 29.00 lacs (Rs.20.00 lacs for security services + Rs.09.00 lacs for housekeeping services)	Rs.58,000/- (2% of appx. Value of work) (Rs.40,000/- for security and Rs.18,000/- for housekeeping services) in the form of A/c payee DD drawn on any Nationalised Bank in favour of "Director, Indian Institute of Forest Management" payable at Bhopal.	Rs. 500/-	Annual Contract Basis

Interested Agencies may obtain the Bid Documents on payment of Rs 500/- (non-refundable) by cash/Demand Draft from the Office of Manager Purchase (Room No. 16) from 2.00 p.m. to 5.00 p.m. on all working days from 29<sup>th</sup> September, 2009 to 14<sup>th</sup> October, 2009. The bid documents can also be downloaded from our web site [www. iifm.ac.in/tender](http://www.iifm.ac.in/tender). Downloaded bid documents should be submitted along with the cost of bid document of Rs.500/- and the Earnest Money Deposit (EMD) as applicable, failing which the bid will be summarily rejected.

The agencies may submit bids for security and housekeeping services combindly or separately alongwith EMD amount, as applicable. However, the Director, IIFM reserves the right to award the contract combindly to a single party or separately to different parties.

The bid must be submitted on or before on 19<sup>th</sup> October, 2009 by 3.00 p.m.. The technical bids shall be opened on the same day at 3.30 p.m. in presence of the bidders or their representative present, if any. The Director, Indian Institute of Forest Management has the right to reject any or all Bids without assigning any reason.

**Chief Administrative Officer**