

दि महाराष्ट्र राज्य सहकारी बँक लि., मुंबई.

(दि विदर्भ को.ऑप.बँक लि., सम्मिलित)

(शेड्युल्ड बँक)

प्लॉट नं.३, सेक्टर -ई, मुंबई आगारीड, सिडको, पोस्ट बॉक्स नं.८९, नाशिक -४२२००९

फोन नं.०२५३-२३९२८५२, ५३, ५४

बँकेच्या प्रादेशिक कार्यालय, नाशिक अंतर्गत येणाऱ्या कर्जदार संस्थांपैकी थकीत कर्ज वसुलीस्तव सरफेसी कायदा - २००२ अंतर्गत जप्त केलेल्या नाशिक व धुळे जिह्यातील एकूण ०३ संस्थांच्या मालमत्तांच्या सुरक्षा व्यवस्थेकरिता दि.०९.११.२०२४ ते दि.३१.१०.२०२५ या कालावधीकरिता वार्षिक कंत्राटी पध्दतीने निविदा मागविण्यात येत आहे.

- १) निविदा फॉर्म विक्री दि.०९.१०.२०२४ ते दि.१८.१०.२०२४ पर्यंत (सकाळी १०.३० ते सायं.५.०० वाजेपर्यंत)
- २) मालमत्ता पाहण्याची तारीख दि.१०.१०.२०२४ ते दि.११.१०.२०२४ (सकाळी ११.०० ते सायं.५.०० वाजेपर्यंत)
- ३) निविदा सादर करण्याची अंतिम तारीख दि.१८.१०.२०२४ पर्यंत (सायंकाळी ५.०० वाजेपर्यंत)
- ४) निविदा उघडण्याची तारीख दि.१९.१०.२०२४ (दुपारी २.०० वाजता) प्रादेशिक कार्यालय, नाशिक.

अधिक माहितीसाठी बँकेच्या <http://www.msrbank.com> या संकेतस्थळावर किंवा वरील पत्त्यावर भेट द्यावी.

सही/-

(आर.डी.अंबुलकर),

सहव्यवस्थापक,

दि महाराष्ट्र स्टेट को.ऑप.बँक लि., मुंबई

प्रादेशिक कार्यालय, नाशिक.

दिनांक : ०९.१०.२०२४

ठिकाण : नाशिक.

**THE MAHARASHTRA STATE CO-OP BANK LTD.,  
MUMBAI  
(Incorporating The Vidarbha Cooperative Bank Limited)  
REGIONAL OFFICE, NASHIK.**

Plot No.3, Sector E, Mumbai- Agra Road, Cidco,  
Post Box No.81, Nashik-422009.  
Tel. No. 0253-2392852,53,54

**TENDER NOTICE**

Sealed tender are invited for Annual Security Service Contract for the period 01.11.2024 to 31.10.2025 at property of Borrowing Unit which is attached & in possession of MSC Bank under the SARFAESI Act. 2002. The tender forms are made available at following address @ Rs.2000/- + Rs.360/- total Rs.2360/- (Non Refundable) from date 09.10.2024 to 18.10.2024 between 10.30 a.m. to 5.00 p.m. (excluding bank holidays). Sealed tenders should be submitted on or before 18.10.2024 before 5.00 p.m. Bank reserves the right to accept or reject the tender without quoting any reason.

**Please Note following schedule:-**

1. Buy/download tender document from 09.10.2024 to 18.10.2024 (10.30 am up to 5.00 pm)
2. Inspection of the property from 10.10.2024 to 11.10.2024 (11.00 a.m. to 5.00 p.m.)
3. Submission of tender on or before 18.10.2024 up to 5.00 p.m.
4. The bid opening date 19.10.2024 at 2.00 p.m. at Regional Office, Nashik.

**Address :-**

**The Joint Manager,**  
The Maharashtra State Co-op. Bank Ltd.,  
Mumbai.Regional Office, Nashik.  
Plot No.3, Sector E, Mumbai- Agra Road, Cidco,  
Post Box No.81, Nashik- 422009.  
Tel. No. 0253-2392852,53,54  
<http://www.msccbank.com>

**Date:09.10.2024**  
**Place: Nashik.**

Sd/-  
Joint Manager  
The Maharashtra State Co-op Bank Ltd  
Regional Office, Nashik

**The Maharashtra State Co-operative Bank Ltd., Mumbai**  
(Incorporating The Vidarbha Co-Operative Bank Ltd)  
(Scheduled Bank)

**TENDER NOTICE**

We invite sealed tenders from authorized **Security Agencies Providers** for 1 year period contract (01.11.2024 to 31.10.2025 ) to provide **Security Guards** (Details enclosed as **Annexure 'B'**)

Interested & eligible Security Agencies Providers may submit their tender in the prescribed tender form (**Annexure 'A' & 'B'**)

Tender forms are available on the following address from date **09.10.2024 to 18.10.2024**, during office hours i.e. **10.30 am to 5.00 pm (Except Bank Holidays)**. The Same can be downloaded from the Bank's website [www.mscbank.com](http://www.mscbank.com) . In case the Tenders are downloaded from the website, the tender fee shall be paid through NEFT (The Details are given below) :-

The Service Provider/s should be a Proprietorship Firm / Partnership Firm /Pvt. Ltd. Company / Public Ltd., Company and should have a register Office Address with Gumastha License.

- A. **The tender Process** : Two bid system (Technical & Financial ) Tenders will have to be submitted in two separate sealed envelopes embedded in a single envelop prescribing "Tender for providing authorized Security Guards Services to MSC Bank.
- B. The tender form fee shall be Rs.2000/- + Rs.360/- GST total Rs.2360/- (Non-Refundable) payable per Institute through DEMAND DRAFT of Nationalized Bank /Scheduled Bank favoring "**The Maharashtra State Co-Op. Bank Ltd., Mumbai payable at Nashik.**" OR by NEFT: IFSC: MSC10082040 A/c No.0040116450000180, A/c Name- RTGS/NEFT for **Tender Fee for SSK** - MSC Bank, Nashik Branch before submission of the tender.
- C. The Service Provider shall submit Bid Security (EMD) for an amount of 25,000/- (Rupees Twenty Five Thousand only) per Institute through DEMAND DRAFT of Nationalized Bank /Scheduled Bank favoring "**The Maharashtra State Co-Op. Bank Ltd., Mumbai payable at Nashik.**" OR by NEFT: IFSC: MSC10082040 A/c No.0040116450000180, A/c Name- RTGS/NEFT for **Tender Fee for SSK** - MSC Bank, Nashik Branch, or before the date of submission of the tender.
- D. The EMD shall be refunded to unsuccessful Service Provider (bidder) within one month from the day of the opening of the bid. EMD will not carry interest.
- E. The tender shall be sealed in an outer envelope and marked. **TENDER for Security Agencies** with address / contract details of the party.
- a. **Technical Bid :**
- i. Technical Bid - inside the envelope marked as "**Technical Bid**"  
(**Annexure 'A'**) Documents to be enclosed along with Technical Bid.
- ii. Financial Bid - inside the envelope marked as "**Financial Bid**"  
Documents to be enclosed.
- b. **Address Proof :**
- c. **PAN No. of Company and Directors :**
- d. **Provident Fund Registration No.:**
- e. **GST Number/Certificate**
- f. **ESIC Registration No.:**

(Provide Self attested Photo Copy of the Documents)

- g. Copy of Last 3 years Balance-sheet :
- h. Self Declaration of providing such services since Last 3 years (with evidence)

F. Please feel free & get clarification of any doubts, if you have, from the following authority for details please contact on following address.

**Address**

**The Joint Manager,**

The Maharashtra State Co-operative Bank Ltd. Mumbai  
(Incorporating The Vidarbha Co-Operative Bank Ltd.)

Regional Office, Nashik.

Plot No.3, Sector E, Mumbai Agra Road, Cidco,

Post Box No.81, Nashik-422009.

Tel. No. 0253-2392852,53,54

Sd/-

Joint Manager

The Maharashtra State Co-op Bank Ltd  
Regional Office, Nashik.

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## TERMS & CONDITION

1. The Service Provider/s should be a Proprietorship Firm / Partnership Firm / Pvt. Ltd., Company / Public Ltd., Company and should have proper Office Address with Gumasta License.
2. The Service Provider/s should have at least three years' experience.
3. The Service Provider/s should submit Balance Sheet for last three financial years (Enclose Certificate) & should be in profit.
4. The Service Provider should submit undertaking declaring that there is no legal dispute / any legal matter relating to the service, pending with any Honorable Court of Law.
5. The Security Guards shall be in proper uniform, supplied by the Service Provider and shall be in possession of the Identity Card (with photo) issued by the Service Provider on all working days.
6. The Service Provider should have permission from the Police Commissioner / Labour Commissioner to engage in the business of private security agency.
7. In case of any deficiency occurred in security service at the (Property of borrowing unit) which is in possession of the Bank under SARFAESI ACT-2002. The Bank will be entitled to levy damages as deemed fit or get the work done from any other person / agency and recover the cost with penalty from the service provider/s. The Bank's decision in the matter will be final and binding upon the Service Provider.
8. The Service Provider shall be required to maintain a register of attendance of Security Guards deployed at (Borrowing units) Site. The Service Provider should also have adequate security Guards and backup plan to cater to leave/ absence of Security Guards deployed.
9. The Bill for the complete month with ESIC, PF, and GST Chalan copy should be submitted to the Bank latest by 7th of the following month.
10. Period of Contract - Service Provider should submit the quotation (Per Institute) for 1 year. i.e. 1st November 2024 to 31 October 2025.
11. Depending on the Bank's requirements, the Bank may ask the Service Provider to Increase / Decrease number of Security Guards or discontinue any existing service or add new service for which payment of charges, if any will be decided accordingly with mutual consent & in writing.
12. The Service Provider shall be required to enter into an agreement with the Bank on Rs.500/- Stamp Paper.
13. The Service Provider shall be responsible for the payment of all salaries, wages, allowances, emoluments and such other amounts including Bonus, Refreshments, Compensation, Provident Fund, Gratuity etc. as may be required to be paid to the staff / Security Guards engaged by the Service Provider under any law or statutory rules or regulations for the time being in force and applicable to the Security Guards and the Service Provider shall discharge all the liability promptly.

14. The service Provider shall have record of the Security Guards deployed by him with their contact details such as photograph, address, Adhar Card and contact number, this must be made available to the Bank as and when required.
15. The Bank reserves the right to reject any or all of the tenders without assigning any reason.
16. The service provider whose bid will be found successful should deposit an interest free amount of Rs.1,00,000/- [Rupees One Lakh Only] per unit as **security deposit** at the time of agreement. The Bank has an absolute right to forfeit the same amount in case of theft or damage caused if any to the secured property or non-compliance of Terms & Conditions.
17. The service provider's should submit to the bank photographs and video shooting of the site with proposed security guards before entering into an agreement with bank.
18. The Service Provider submitting Tender quotation has to submit Bid Security / EMD (Per Units) of Rs.25000/- payable through NEFT: IFSC: MSCI0082040 A/c No.0040116450000180, A/c Name- RTGS/NEFT for Tender Fee for SSK- MSC Bank, Nashik Branch or before the date of submission of the tender. EMD Receipt/ Demand Draft of EMD should be enclosed with the Technical Bid. Technical Bid without the EMD receipt/Demand Draft will be liable to be rejected. The EMD deposited with tender will be treated as under.
  - a. The EMD of that service Provider/s whose bid will be found successful and awarded contract will be retained by the Bank for the continuance of the Contract. No interest will be given on such amount & will be refunded after expiring of the contract period.
  - b. The EMD of the bidders, whose bid will be found unsuccessful, will be returned without any interest within one month from the date of opening of the bid.
  - c. EMD of Contractor will be forfeited who rejects the ordered work and will be black listed for next two years.
19. Incomplete tenders will be rejected.
20. The tender shall be sealed in an outer envelope and marked. Tender for SECURITY GUARD SERVICES for 1) Vasantrao Dada Patil Sahkari Sakhar Karkhana Ltd., Vithewadi Lohaner, Tal-Deola, Dist-Nashik. 2) Panzarakan Sahkari Sakhar Karkhana Ltd., Bhadne, Tal-Sakri, Dist-Dhule & 3) Sanjay Sahkari Sakhar Karkhana Ltd., Navalnagar, Tal.Dist-Dhule with address / Contract details of the Party. This will contain the following.
  - a. Technical Bid - a separate envelope inside marked as "**Technical Bid**"
  - b. Financial Bid - a separate envelope inside marked as "**Financial Bid**"
21. The Tender document can be obtained from 09.10.2024 to 18.10.2024 on any working day (excluding Bank Holidays) between 10.30 am to 05.00 pm at Regional Office, Nashik.
22. Last date of submission of Tender on or before 18.10.2024 up to 05.00 pm at Regional Office, Nashik.
23. The date of opening of tender will be 19.10.2024 at 2.00 p.m. The representative of service provider should present at our Regional Office, Nashik, Plot No, 3, Sector-E, Mumbai Agra Road, Cidco, Nashik-422009.
24. The amount mentioned in the bid shall be considered as final & subject to negotiation on the date of opening of the tender, the tenders will be opened in the presence of all

bidders/their representatives. During the Tender opening L1 & L2 bidders will be given an opportunity for negotiation to resubmit the lowest amount of quotes. But all eligible bidders shall not be entitled to reduce its original submitted quotes.

**Additional Terms & Conditions :-**

- 1) Out of the Tender Bids received, the Tender Bidders of L-1 & L-2 will be given a last chance to quote their final offer. The authority to finalize the " MINIMUM RATE TENDER" offer shall be reserved to our Hon'ble Managing Director/ Head of the Regional Office, Nashik.
- 2) The final Tender Bidder has to enter into an Agreement with the Bank on Rs.500/- Stamp Paper.
- 3) Successful Bidder has to make to payment of a Security Deposit of Rs.1.00 Lakh (Rs.One lakh only) per unit at the time of executing the contract / Agreement.
- 4) In case of breach of any Term / Conditions of the contract the Security Deposit amount will be forfeited.
- 5) In case of any damage to the interest / property of the bank during the contract period, the Security agency shall be fully responsible for any such damage, theft or fire or in case of encroachment. Then it will be sole responsibility of the security agency to remove such encroachment. Further amount of Rs.1.00 lakh deposited with the Bank towards security deposit will be adjusted towards damages account.
- 6) Since the successful bidder is required to be conduct Video shooting of units while taking possession of the unit as security agency and also upon determination of security agreement by handing over the unit back to bank, if any inventory is found missing or otherwise, then it shall be be sole responsibility of agency to make good the losses to the extent of damages.

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**TENDER FORM**  
**"TECHNICAL BID"**

| Sr. | Description of the Information   | Details |
|-----|--|---------|
| 1   | Name of the Firm / Company   |         |
| 2   | Status of the firm<br>(Whether Public Ltd., Co./ Private Ltd., Co./ Partnership Firm / Proprietorship Firm)    |         |
| 3   | Address  |         |
| 4   | Telephone  |         |
| 5   | Fax Nos./ Email/ website   |         |
| 6   | Date of Establishment  |         |
| 7   | Date of Registration & No.   |         |
| 8   | PAN Number Permanent Account Number of IT  |         |
| 9   | ESCI Registration No.(Provide self-attested photo copy of the documents)                                       |         |
| 10  | GSTN Number  |         |
| 11  | Provident Fund Registration No.  |         |
| 12  | ESIC Registration No.  |         |
| 13  | Permanent Account No. of Income Tax Furnish copies of Income Tax Clearance Certificate                         |         |
| 14  | Police commissioner letter of permission/Labor commissioner to engage in business of private security Agencies |         |
| 15  | Last three Years a) Net worth<br>b) Profit and loss (audited B/S)  |         |
| 16  | Copy of Last 3 Years Balance Sheet   |         |
| 17  | Self-Declaration of Providing such service since last 3 years (with evidence)                                  |         |

- a. I / We read all the terms & condition & are accepted by me/us.
- b. I / We hereby confirm that there is no legal dispute / legal matter relating to my/our firm / company, pending with any Hon. Court of law.

**Note:-** Please ensure that all columns are filled with relevant details and no column should be left blank. In the absence of any required information the Bid of the Service Provider is liable to be rejected. All relevant supporting documents should be enclosed in respect of each description of information.

**Signature:-**

**Name of the Signatory:-**

**Seal of the Firm / Company:-**

**Date :-**

**Place :-**

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**Financial Bid**  
(To be provided on the letter head of the Bidder) **Annexure B'**

Date :  
Place :

Sir,

Sub :- Financial Bid for providing security services as mentioned below.

We the undersigned The Service Provider (Bidder) submit the following as our Financial Bid charges, Fee for the above Work as mentioned in the tender shall be as under.

REGIONAL OFFICE Nashik : Plot No, 3, Sector-E, Mumbai Agra Road, Cidco, Nashik-422009.  
Tel. No. 0253-2392852,53,54

(Rs.)

| Sr.No.  | Name of the Borrowing Units   | Property Details   | Quote Wages Charges for Security Guards per month/per annum<br>A | GST Amount<br>B | Total Wages Charges for Security Guard per month/per annum<br>C (A+B) |
|---------|---|--|--|-----------------|---|
| 1       | 21 Vasantao Dada Patil Sahkari Sakhar Karkhana Ltd., Vithewadi Lohaner, Tal-Deola, Dist-Nashik. | Land, Building & Plant & Machinery (Sugar Plant, Co-gen Unit & Distillery Plant) |  |                 |   |
| 1       | 07 Security Guards at Panzarakan Sahakari Sakhar Karkhana Ltd., Bhadne, Tal-Sakari, Dist-Dhule. | Land, Building & Plant & Machinery   |  |                 |   |
| 2       | 03 Security Guards at Sanjay Sahakari Sakhar Karkhana Ltd., Navalnagar, Tal- & Dist-Dhule.      | Land, Building   |  |                 |   |
| TOTAL : |   |  |  |                 |   |

Prices (Wages )are firm and the rates of taxes indicated above are as per prevailing rates. The variation in taxes will be to clients account. We confirm that the financial Bid include all costs.

1. We confirm that the Financial Bid conforms to all the terms and conditions stipulated in the tender notice. We would be solely responsible for any errors or omissions in our Financial Bid.
2. We confirm that our financial Bid is FINAL in all respects and contains NO conditions.

Thanking You,

Yours Sincerely,

For and on behalf of

Signature

Name of the person

Designation

: (Name of the Bidding security Agency & Seal)  
: (Authorised Representative & Signatory)

:

:

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**ANNEXURE- C**

**Location details as under**

| <b>Sr. No.</b> | <b>Location HO/Branches/ Extension Counter</b> | <b>Contact Number</b>    | <b>Address</b>  | <b>No of Guards</b> |
|----------------|--|--------------------------|---|---------------------|
| 1              | REGIONAL OFFICE NASHIK:                        | Phone-0253-2392852,53,54 | Plot No, 3, Sector-E, Mumbai Agra Road, Cidco, Nashik-422009. | 21+7+3              |
|                |  |                          | <b>TOTAL</b>  | <b>31</b>           |

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**Commercial Bid Submission Format**

We hereby accept all the terms and conditions of the tender dated \_\_\_\_\_ security on attach properties of (Borrower unit) Institutions in total all together and or/ separately (as list attached) which is inclusive of all applicable taxes and duties.

- 1) Amount of wages (charges) per annum for providing services for per security guard for all Institutions Rs. \_\_\_\_\_ (Rupees in words : \_\_\_\_\_ only)
- 2) Total wages paid per annum towards Providing security services of security guards of all Institutions in all together (as per list).

(Authorised signatures with date & seal)

## ACCEPTANCE & DECLARATION

We accept and declare that total Wages/ Charges for providing services for the security Guards appointed on attached properties (of Borrowing Institutions) to The Maharashtra State Co-op. Bank Ltd., Mumbai, Regional Office, Nashik will be inclusive of all above mentioned terms & conditions and The MSC Bank will reserve the rights to terminate the contract at any time.

We are ready and & willing to deposit Rs.1,00,000/-per unit (Rupees One Lakh only) (borrower institute) as and by way of security deposit for providing security guards services to MSC BANK, Regional Office, Nashik. We further accept all responsibilities, in case of any damages/losses incurred due to theft/ encroachment or else, to the properties handed over to us. we hereby undertake to reimburse the same and allow the MSC bank to deduct the losses from the security deposit amount with you.

Place : \_\_\_\_\_

(Authorised Signature with date & seal)

Date: \_\_\_\_\_

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**Declaration/ Undertaking**

We hereby undersigned that there is no legal disputes/any legal matters relating to the services pending with any Hon'ble Court of Law.

Place : \_\_\_\_\_

(Authorised Signature with date &

seal) Date: \_\_\_\_\_

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**Declaration**

I/We have gone through the details terms and conditions of the tender documents and also personally or through representative visited the site of the properties to be secured. The information submitted along with the tender documents by me is true and correct to the best of my /our knowledge and hereby declare to abide the terms and conditions of the tender documents.

Place : \_\_\_\_\_

(Authorised Signature with date & seal)

Date: \_\_\_\_\_

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