



KENDRIYA VIDYALAYA, ANNA NAGAR,
जी.पी. आर.ए. कैंपस, तिरुमंगलम,
G.P.R.A. CAMPUS, THIRUMANGALAM,
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F. 89-1 /KV-AN/2019-20/

Dated: 13.5.2019

M/S.....
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.....
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TENDER DOCUMENT

Sub : Inviting Bid for engaging Service Provider Firm for providing Manpower through Service Contract.

Sir/Madam,

The Kendriya Vidyalaya Sangathan, a centrally funded Autonomous Body, is a Society registered under 'Societies' Registration Act, 1860. The Sangathan administers the scheme of Kendriya Vidyalayas set up for imparting education to the children of transferable Central Govt. Employees amount others.

2. Sealed competitive Bids are invited by the Kendriya Vidyalaya, Anna Nagar, Chennai, from the reputed/registered consultant / service provide Firm for providing Manpower through service contract initially for a period of (01) one year w.e.f. 01.6.2019 which may likely to be extended for 11 more months.

An out line of tasks to be carried out by different category of manpower provided as under:

Sl. No.	Category of Manpower	No. of labour	Responsibilities.
01	House Keeping	07	Cleaning & Maintenance of Vidyalaya Building, Campus and toilets, etc.
02	Security Services	03	24 hrs Security services to Vidyalaya Building & Campus.
03	Gardening	01	Maintenance of Gardening in and around the Vidyalaya Building.

3. Quoted Price:

(a). The Bidder shall quote unite rate which shall comprise of monthly remuneration, EPF, ESI & other statutory costs and Services Charges. (including profit and administrative charges) in the format of quotation only attached (Annexure-A).

(b) The GST and any other such tax liable to be paid by the client shall be quoted by the bidder separately (No GST applicable for Educational Institutions)

(c) The rate quoted shall be fixed for the duration of the contract and shall not be subject to adjustment except the statutory provisions, if amended.

(e) Correction if any shall be made by crossing out, initialing, dating and rewriting.

(f) The Bidder shall deposit 10000/- in the form of Bank Guarantee valid for 45 days after the date of submission of bids or DD/ Pay order drawn in favour of “ VVN A/c., Kendriya Vidyalaya, Anna Nagar’ payable at Anna Nagar as earnest money along with the Bid. The earnest money shall be returned to the unsuccessful bidders after the award of the contract without interest.

(g) The selected firm has to furnish performance security in the form of DD for 10% of the contract amount (one year) valid for fourteen months from the date of award of the contract. The Performance security shall be submitted within 10 days from the date of Notification of Award. The earnest money shall be returned only after the Performance Security is submitted by the Contracting Agency.

(h) Telex or Facsimile Bids are not acceptable.

4. Each Bidder must submit only one Bid.

5. Validity of Bid:

The Bid shall remain valid for a period not less than 90 days after the deadline fixed for submission of Bids.

6. Terms and Conditions:

- (a) The Remuneration to the engaged staff shall be disbursed by the agency into bank accounts of the engaged staff though RTGS/NEFT, after obtaining authorization from engaged staff. .
- (b) The Contracting Agency will ensure payment by 5th of every succeeding month to their employees provided to the Vidyalaya. As per the monthly remuneration quoted without any deduction.
- (c) The Contracting Agency will submit the invoice along with proof of disbursement in triplicate after making the payment to the employees provided to the Vidyalaya. Supported with the following documents.
 - i) Details of disbursement made to the staff furnishing RTGS/ NEFT details for each payment.
 - ii) Copy of Electronic challan Receipt (ECR) as a e-challan as proof of payment of statutory obligations such as EPF, ESI, GST Tax and any other applicable tax.

Payment to the Contracting agency will be released within 15 days from the date of the receipt of the invoice.

- (d) The Contracting Agency will provide Identity card with mention of EPF/ UAN and ESI Numbers to all his employees deputed as per the format suggested by the Indenting office valid for the period of contract.
- (e) The Contracting Agency shall comply with all statutory obligations. Minor variations as per actual calculation will be borne by the Indenter./Client.
- (f) It is mandatory for the Contracting agency to submit the attested copy of license obtained from the State Police Department for running the business of the private security agencies operating in Tamilnadu, failing which the bid will be treated as disqualified / non-responsive.
- (g) The normal office hours of KV is from 08.00 to 5.00 pm five/ six days from Monday to Saturday. However, the contracting agency will provide the security services round the clock all the days in a month.
- (h) In case of absence on any working day, the monthly remuneration will be regulated as per the following formula.

Total monthly Remuneration = Monthly remuneration-A,

Where, A1 = Monthly remuneration x Nos. of day of absence / Nos. of days in the month.

- (i). The Candidates / Manpower provided by the Contracting Agency shall be accepted only after the scrutiny of KV. Therefore minimum three- four bio-data shall be made available against each slot in each category. The candidate may be invited for personal discussion also no conveyance or any other charges will be paid by the Vidyalaya. In case, none is found suitable then additional bio-data shall be made available by the Contracting Agency, promptly within 24 hours. The replacement of a Candidate on account of absence /unsuitability for KV shall be made with 24 hours.
- (j) The Contracting Agency will be required to sign a contract with the Vidyalaya as per the Model Contract enclosed for ready reference. The other terms and conditions specified in the Bid document and accepted bid will also form the part of the Model Agreement.
- (k) In case of any loss, theft/ shortage caused by /attributable to the personnel deployed, the KV reserves the right to claim and recover damages from the Contracting Agency.
- (l) The Antecedents of all the workers will be got verified from the police by the Contracting agency and submitted to K.V. Anna Nagar, before deployment of work.
- (m) The contracting agency will deploy the trained/ professional security guards, preferably ex-servicemen, who are below the age of 50 years as well as physically and medically fit.
- (n) The KV shall provide a small guard room/space for the Security guards deployed by the agency. No name plate of agency shall be allowed on the room and no body will be allowed to stay in the office except the staff on Contracting Agency on duty.

- (o) The Contracting agency shall provide to their security personnel with impressive summer uniform as well as uniform with insignia.
- (p) The Contracting agency will get allotted with activated UAN (Universal Account Number) for all staff duly linked with their mobile numbers so as to receive SMS by them about EPF credits every month. Also ensure to get them e-passbooks from EPFO website.

7. Evaluation of Bid:

The indenter will evaluate and compare the Bids determined to be substantially responsive i.e. which are properly signed, and conform to the terms and conditions in the following manners:

- i) **The bid will be treated as non-responsive if following documents are not attached.**
 - a) Attested copy of License under Private Security Agency Regulation Act. Obtained from Home Department.
 - b) Brief profile of the company and evidence to establish that the bidder has successfully executed contracts of similar nature and magnitude in the last 3 years.
 - c) Audited Balance sheet & Profit and Loss Account(for previous years)
 - d) List of clienteles during last 3 years along with cost of assignment.
 - e) PAN No. and current IT clearance Certificate.
 - f) Attested copy of proof of EPF registration.
 - g) Attested copy of proof of ESI registration.
 - h) Attested copy of proof of GST Registration.
 - i) The Bidder shall deposit Rs. 10000/- in the form of Bank Gurantee valid for 45 days after the date of submission of bids or DD/ Pay order drawn in favour of the VVN A/c., K.V. Anna Nagar, payable at Anna Nagar / Chennai as earnest money along with the bid. The earnest money shall be returned to the unsuccessful bidders after the award of the contract.
 - j) Undertaking by the Agency.
 - k) A Self declaration stating that, their agency is not block listed by any Govt. bodies.
- ii) **Remuneration of staff, quoted below minimum wages applicable for Unskilled, Semi-skilled, Skilled , Clerical and non-technical supervisory staff in Tamil Nadu shall render the Bid disqualification for evaluation. The State or Central Minimum wages, whichever more will be considered. Also the rates for Service charge / profit are quoted as NIL or in Fraction in paise, the bid will be treated as unresponsive. The fraction of paise in any form to be rounded off. . Further, the service charge quoted as very low will not be compensated at stage and will not be allowed to take from the minimum wages of the staff engaged. Remittance proof (NEFT/RTGS) of salary, EPF remittance (staff-wise) & ESI receipt to be submitted along with bill, fails payment will be stopped till be submission of the documents. No case cash payment to be avoided to staff members.**
- iii) The Evaluation will be done for all the items put together, Indenting Office will award the contract to the lowest evaluated responsive bidder.

- iv) In case of same amount quoted, by more than one firm, it will be decided by the VMC, on the basis of merit.

8. Award of Contract:

- a) The Indenter will award the contract to the bidder whose Bid has been determined to be substantially responsive and who has offered the lowest price as per para 7
- b) The Indenter reserves the right at the time of award of contract to increase or decrease the requirement of manpower indicated in para 1 above.
- c) The indenter prior to the expiration of the Bid validity will notify the bidder whose Bid is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the contract.
- d) Notwithstanding the above, the Indenter reserves the right to accept or reject all Bids and to cancel the bidding process and reject all Bids at any time prior to the award of the contract.

9. Last date and time of receipt of Bids

You are requested to submit the sealed Bids super scribed on the envelope as “Bids for providing House keeping/ Gardening / Security Services on service charge basis” due on **27.05.2019 latest by 2.00 pm** by Regd./Speed post only. **Tenders “by Hand” will not be accepted.**

The indenter looks forward to receive the Bid in the format of Bid attached only and appreciate the interest of the service provided in the KVS.

PRINCIPAL

FORMAT OF BID

S. No.	Category of Man Power	Number	Unit Monthly remuneration	EPF Rate	ESI Rate	Service charges including overhead and profit	Monthly Unit rate (Col. 4+5+6+7)
1	2	3	4	5	6	7	8
01	Security	3					
02	House Keeping	7					
03	Gardening	1					
	Service charge (for all services)						
	Total						
04	Material Cost						
	Grand Total						

Note: 1. No Service Tax applicable for Education institutions.

2. In case of discrepancy between unit price and total price, the unit price shall prevail.

We agree to provide the above services of manpower and to abide by the terms and conditions contained in the Bid document and also agree to enter into the agreement in the format enclosed. Bid Security of Rs. 10000/- (Rupees Ten thousand only) is furnished herewith vide DD No.....
DT:.....

SIGN AND SEAL OF BIDDER

**MATERIAL REQUIRED FOR HOUSE KEEPING OF
KENDRIYA VIDYALAYA, ANNA NAGAR, CHENNAI.**

Sl. No.	Material	Quantity/Unit	Rate	Rs.
01	Phenoyl	150 Ltrs		
02	Soap oil	10 Ltrs		
03	Acid	10 Ltrs.		
04	Bleaching Powder	10 kg		
05	Soft Broom	07 Nos		
06	Coconut Broom	07 Nos		
07	Napthaline Ball	1 kg		
08	Room Refreshner	02 Nos.		
09	Handwash Liquid	03 Nos.		
10	Scrubber	04 Nos.		
11	Towel	06 Nos.		
12	Duster	03 No.		
Total (Rs.)				

Date:

Signature of the Proprietor

Name:

UNDER TAKING

I / We the authorized person(s) of the M/s.....
(Name of the Agency) is hereby undertake the following, on behalf of the Agency.

- a. The Agency will engage labourers as per the requirement of the Vidyalaya, in case of contract awarded to us.
- b. The labourers so engaged in your Vidyalaya will be paid as per the rate of Minimum wages quoted in the tender form.
- c. The EPF/ ESI contribution will be made as per the rate quoted by the Agency to the statutory bodies.
- d. The monthly remuneration to the employees will be made through RTGS/NEFT only and no cash payment will be made.
- e. The proof the all the remittance along with the attendance sheet will be enclosed for payment of bill. If fails, it is accepted that, the next payment will be stopped till providing the required documents and no case labour payment will be stopped by the agency and it will be made by 5th of every month.
- f. The EMD/ Bid Security will be remitted as per the tender form.
- g. In case any loss / theft due to negligence of the staff of the agency has to compensate the item lost or stolen either of same brand or replat with of its kind.
- h. All the staff member's police verification / Bio data / Adhar card copy will be submitted to the Vidyalaya with in 10 days of award of contact.

Date:

SIGNATURE:

NAME OF THE AUTHORITY

DESIGNATION
(WITH OFFICE SEAL)

**AGREEMENT FOR ENGAGING OF AGENCY
FOR OUTSOURCING HOUSE KEEPING & GARDENING SERVICES/
SECURITY SERVICES**

This agreement is made on the(date) between Kendriya Vidyalaya, Anna Nagar, Chennai-600 040 (TN) (Herein after called the Vidyalaya) on the one part and M/s. (Herein after Called the contractor) on the other part.

Whereas the Vidyalaya desires to have House Keeping & Gardening / Security services to this agreement executed on the basis of specification/schedule/rates and each of which documents has been kept signed in duplicate by on behalf of the parties hereto for the purpose of identification and shall be treated as part of this agreement.

Now, it is hereby agreed by and between the parties as follows:

1. For the consideration hereinafter mentioned, the contractor shall be upon and subject to the condition annexed hereto, execute and complete the works as shown and described.
2. That this agreement/ contract are valid for a period of one year i.e. from (date).
3. **The Vidyalaya will pay the contractor a lump-sum of Rs. only) for providing round the clock Security Services (@ Rs./- per security for 08 hours duty) & Rs. /labour/per month for providing House keeping & Rs. / labour / per month for providing Gardening Services+ Actual material charges Rs./- only towards Conservancy material. The bill for the supply of conservancy material should be enclosed along with the bill for verification by the Office/Incharge. or such other sum as shall become due and payable hereunder in accordance with the rates of acceptance of the schedule of rates at the time and in the manner specified in the conditions:-**

SCOPE OF WORK

TERMS AND CONDITIONS FOR HOUSE KEEPING & GARDENING SERVICES

1. Name of Kendriya Vidyalaya : Anna Nagar, Chennai
2. Address/Location : CPWD, GPRA Complex,
Anna Nagar, Chennai-600 040, Tamil Nadu.
3. Area of the Building/Other details : School Building & Staff quarters.
4. No. of days during the month : All the days including holidays (Except Sundays)

A. Daily work: from 07.30 am to 12.30 pm and 01.30 p.m to 05.30 p.m or as may be decided by the vidyalaya.

1. Sweeping of entire area of the school building and surroundings of building and collection of all waste material and disposal of the same as per instructions of the Principal.
2. Cleaning of the floor area with wet floor dusters and detergent, disinfectants etc. once the morning before opening of the Kendriya Vidyalaya, and hereafter every 2 hours specially in the areas like corridors, stairs and reception etc. Spray of flit etc. in the rooms for keeping the rooms free from mosquitoes, flies, etc.
3. Cleaning and washing of toilets and urinals using deodorants, detergent and disinfectants once in the morning and again in the afternoon or as may be specified by the Principal.
4. Cleaning of carpets, durries etc.
5. In case of shortage of water or non-availability of water, bringing water from outside for cleaning.
6. Sweeping and cleaning of open area, roads, passage, lawns etc. within the boundary of the Kendriya Vidyalaya.
7. Regular dusting/cleaning of furniture (table and chair) and equipments, telephones, book cases, filing cabinets, almirahs and doors and windows in class rooms, all other rooms and other spaces of the school everyday before opening of the school.
8. Provision of soap and liquid soap in the toilets and placing sufficient quantity of naphthalene balls/ cakes and odonil cakes in the urinals. The contractor will ensure that the toiletries mention above the always available near each wash basin in the building.
9. The choking of the sanitary installation e.g. Traps Bottle traps, gully traps etc. is to be cleared within 24 hours of noticing the complaint.
10. All complaints of leakage in the GI&CI pipes etc. are also to be attended within 24 hours.

B. ITEMS OF WORK TO BE DONE GENERALLY ONCE IN A WEEK

1. Washing and scrubbing of floor areas with detergents and dirt removing agent.
2. Acid cleaning of sanitary wares, without damaging their shines.
3. Removing stains from floor, doors and partitions by using surf or any suitable detergents as are found necessary without leaving any undesirable post cleaning marks.
4. Cleaning of filled surfaces in the corridors and staircases.
5. Cleaning of water storage tanks and water coolers, if any.
6. Polishing of brass named plates and number plates and cleaning of all other name plates/ Boards.
7. During and cleaning of fans, electrical fittings, Window panes with glass cleaning chemicals/agents and cleaning of partition paneling etc.
8. Removal of cobwebs in all rooms and other spaces of the school.

C. REQUIREMENTS FROM THE STAFF OF THE AGENCY: THEIR DUTIES BEHAVIOUR ETC.

1. The contractor shall comply with all the laws and regulations applicable in the matter of such workers as are engaged by it.
2. The contractor's staff shall not disturb the employees of the Kendriya Vidyalaya of make any sort of noise in the school premises.

3. The contractor shall be fully responsible and liable for any theft, burglary, fire and any other mischievous deed done by its workers.
4. The contractor's workers shall be polite, courteous, well behaved and honest.
5. The antecedents of all the workers will be got verified from police by the agency before deployed for work.
6. The contract workers shall not enter into any unlawful activity within the KV premises and shall have a good moral character.
7. The Kendriya Vidyalaya shall have right to impose cash penalty on the contractor or deduct such amounts from the its bill in case the Kendriya Vidyalaya is put to any financial loss directly or indirectly by any act of commission or commission on the part of the contractor's workers.
8. The contractor shall be directly responsible for the payment of wages which should not be less than the minimum wages prescribed by the State Government and will include such other benefits as may be available to its employees under the relevant Acts and Regulations applicable in the State. The Kendriya Vidyalaya, shall not entertain any such claim of the person employed by the contractor and shall not be liable for it.
9. Insurance and accident risks of the workers will be the responsibility of the contractor.
10. All the workers of the contractor shall be free from infectious diseases. They should attend duty with clean and proper uniform and Identity Card of agency.
11. The contractor will ensure what proper license/permission from the concerned authorities, wherever applicable, is obtained promptly.
12. The contractor shall in no case transfer the services it is required to perform under this agreement to any other contractor or person without prior permission from the Kendriya Vidyalaya in writing.
13. The contractor shall employ **Seven Labourers** to ensure that the work is done in time to the satisfaction of the Kendriya Vidyalaya. Sufficient workers will be employed for discharging the responsibility with supervisors to supervise the work.
14. The Kendriya Vidyalaya reserves the right to order any workers of the contractor to leave the premises of the Kendriya Vidyalaya if his presence at any time is felt undesirable.
15. If the service of the contractor is not satisfactory, the agreement can be terminated without any notice by the Principal.
16. The agency will store sufficient amount of cleaning materials especially phenyl, soap etc.

D. GENERAL CONDITIONS:

1. **AGREEMENT:** For One year.

TERMS OF PAYMENT: The Kendriya Vidyalaya shall pay the agreed amount to the contractor on monthly basis after completion of the month and submission of a certificate by the Principal of the Vidyalaya "that the work has been done satisfactorily". In case the work is found unsatisfactory 50% payment will be withheld and it will be released only when the work is found as of quality and to the satisfaction of the Kendriya Vidyalaya. The contractor will adhere to the statutory requirement of Minimum wages Act. As this House keeping services is outsourced through this agreement, the agency is responsible for the statutory requirement of Minimum wages, etc.

In case No. of cleaner as per the contract not attended a particular day, proportionate payment will be made for that month. **During vacation and breaks, labourers may be**

reduced as per the requirement of the Vidyalaya and the payment will be regulated accordingly.

Garbage/waste materials should be cleared from the Vidyalaya campus day-to-day basis. Otherwise, Vidyalaya will clear the garbage and the amount spent will be deducted from the payment to contractor.

1. ROOM FACILITY: The Kendriya Vidyalaya shall provide a small room/ space for the supervisor and storage of material etc. to the contractor free of cost during the period of contract. No name plate of the contractor shall be allowed on the room and no body will be allowed to stay in after school hours.

a. NOTICE OF TERMINATION OF CONTRACT:

The contract can be terminated without assigning any reasons by the Vidyalaya at any time.

b. STOCK AND SUPPLIES:

The contractor shall maintain sufficient stocks of various items such as Towels, Dusters, Mop sticks, Brooms, Buckets, Mugs and any other material required for smooth service of House keeping, including, Phenyl, Naphthalene ball, Soap Oil, Acid, Odonil. so as to meet normal requirement. Contractor shall not be permitted to stop supplying any items for any reason.

c. SUPERVISION:

The contractor shall authorize a person to supervise the cleaning and maintenance service who will report to the designated officer or any other office of the Kendriya Vidyalaya so authorized as and when he is required to do so by the Kendriya Vidyalaya.

d. ARBITRATION:

In case of any dispute between the contractor and the Kendriya Vidyalaya arising out of or in relation to the agreement, the dispute shall be referred to a sole arbitrator to be appointed by the Kendriya Vidyalaya and the decision of such Arbitrator shall be conclusive and binding on both parties. The arbitration shall be governed by the provisions of the Indian Arbitration Act, 1940.

e. JURISDICTION

The courts at the station will have jurisdiction over all legal disputes under this agreement.

In witness where of the said Vidyalaya and the contractor have here to respectively signed on the(date)

SIGNATURE:
NAME & DESIGNATION

SIGNATURE:
NAME & DESIGNATION

(ON BEHALF OF
K.V. ANNA NAGAR)

(ON BEHALF OF AGENCY)

WITNESS-I:_____

NAME & DESIGNATION:_____

ADDRESS:_____

WITNESS-II:_____

NAME & DESIGNATION:_____

ADDRESS:_____

TERMS & CONDITIONS FOR SECURITY SERVICES

1. Name of Vidyalaya : KENDRIYA VIDYALAYA,ANNA NAGAR
2. Address/Location : CPWD, GPRA Complex,
Anna Nagar, Chennai-600 040, Tamil Nadu.
3. Area of the Building/other details : School Building & Staff quarters.
4. No. of days during the month : All days including holidays and round the clock.

SCOPE OF WORK:

1. That, the agency shall provide security arrangements for Kendriya Vidyalaya, Anna Nagar, Chenna building & premises with effect from: (date)
2. That, the entire responsibility for taking security measures of the said building/premises is of the Agency and the Vidyalaya will not be liable to pay anything for the security lapses as provided. The agency will be responsible for any loss of property etc. for negligence of the persons employed by it.
3. That, the Agency shall provide complete continuous security measures throughout the 24 hours by changing the personnel in rotation or replacement once in every 8 hours.
4. That the tenure of the service agreement shall be for a period of one year with effect from:..... (date)
5. That the Vidyalaya on its part shall not be liable to pay any charges, dues, compensation under any of the industrial loss or other loss applicable in this behalf to the personnel which shall be the responsibility of the Agency only who shall be the employer of such personnel.
6. Any dispute arising out of or in relation to this agreement shall be referred to a sole arbitrator to be appointed by the Executing Committee of Kendriya Vidyalaya, Anna Nagar as per the Indian Arbitration Act. The seat of the arbitration shall be at Chennai and the proceedings shall be governed by the Indian Arbitration Act. 1940.

GENERAL CONDITIONS:

1. **Agreement** : One year. This may be extended further or discontinued at the discretion of the Principal & VEC, upon satisfactory service. The contract may be terminated at any time without assigning any reason, in the interest of the Vidyalaya.
2. **Terms of payment** : The Kendriya Vidyalaya shall pay the agreed amount to the contractor on monthly basis after completion of the month and submission of certificate by the Principal of the Vidyalaya **“that the work has been done satisfactorily”**. In case the work is found unsatisfactory 50% payment will be withheld and it will be released only when the work is found completely satisfactory. The contractor will adhere to the statutory requirement of Minimum wages Act. As this Security services is outsourced through this agreement, the agency is responsible for the statutory requirement of Minimum wages, etc.
3. **Room Facility** : The Kendriya Vidyalaya shall provide One security cabins for performing their duty to the contractor free of cost during the period of contract.
No Name plate of the contractor shall be allowed on the room and nobody other than the security guards on duty at a given time will be allowed to stay in the cabin/school campus after their respective duty hours.
4. **Notice of termination of Contract** : **The contract can be terminated without assigning any Reasons.**
5. The Vidyalaya shall not be liable to pay any sum of money to the contractor or any one else claiming under this contract over and above what is payable under this contract to the contractor.
6. All money which the said contractor shall be liable to pay to the Vidyalaya on account of the breach of this agreement/contract or on any other account shall be deducted by the said Vidyalaya from and set off against any money or moneys which may be due to the said contractor on account of the carrying out the services of the contractor.
7. The contractor shall remain liable to and shall indemnify the Vidyalaya in respect of all causes of action, claims, damages, compensation or costs, charges and expenses arising out of any accident or injury sustained by the students or employee of the Vidyalaya or any one else in the Vidyalaya., caused directly or indirectly by anyone in the employment of the contractor or any person claiming to be employed with the contractor or any person claiming to be the agent of the contractor etc, while in or upon the services being rendered out of any act, default of negligence, error in judgment on his part.
8. The vidyalaya shall be entitled to determine the agreement/contract and discharge the contractor without prejudice to other right and remedies available to it, if the contractor shall become insolvent or fails and/or neglects to carry out instructions on its behalf or to complete the services or suspend the same or delay the progress thereof without reasonable cause. **It is made clear that the essence of this contract is the satisfaction of the Vidyalaya regarding the performance and proper execution of the services.**

9. In case of termination of this agreement or contract and or discharge of the contractor as here-in-before stipulated, the Vidyalaya shall be entitled to appoint a new contractor or contractors to continue according to the Vidyalaya's specification and authorize the contractor/contractors to use any plant, materials and the property to the contractor left upon and the contractor shall, in case lose and forfeit all the interest whatsoever under this agreement of contract except his claim for money unpaid on settlement of account between the parties and scrutiny of all his bills.

10. The contractor shall, at all points of time, during the currency of the agreement/contract, follow the laws applicable for the purpose of carrying out the services for the Vidyalaya.

11. The contract shall carry out any work that may arise directly or indirectly for execution the services which may be incidental for the purpose of rendering the said services.

12. The contractor shall provide to the Security Guards all materials required such as neat uniforms, torch & any other materials required for performing their duties efficiently.

In witness whereof the said Vidyalaya and the contractor have hereto respectively signed on theth day of month and year.

 SIGNATURE:
 NAME & DESIGNATION

 SIGNATURE:
 NAME & DESIGNATION

 (ON BEHALF OF
 K.V. ANNA NAGAR)

 (ON BEHALF OF AGENCY)

WITNESS-I: _____

NAME & DESIGNATION: _____

ADDRESS: _____

WITNESS-II: _____

NAME & DESIGNATION: _____

ADDRESS: _____

