

EMPANELLMENT OF SECURITY AGENCIES

Terms and Conditions

1. Sealed Offers/Quotations should reach **The General Manager, Punjab Gramin Bank, Head Office, Jalandhar Road, Kapurthala, (Pb) on or before 08.08.2017 (up to 4.00 p.m.)**.
2. Offers received after 08.08.2017 (4.00 p.m.) will not be accepted.
3. Offers will be opened at 4.30 p.m. in our Head Office, Kapurthala on 08.08.2017.
4. Your offer must contain
 - A Complete Profile of your Establishment
 - B Financial Quotation (as detailed below)
 - C Self attested copies of all Govt/Statuary Approvals
 - D List of Important clients, with copies of approvals,
 - E Copy of Audited/Unaudited Balance Sheets for last 2 FY
 - F Copy of Partnership Deed-/ MOA/AOA/ Authorized Persons
5. You should/may depute your representative to our office on 08.08.2017 at 4.30 p.m. in whose presence offers will be opened.
6. At present we are having 281 Branches Plus 4 Regional offices, located in 13 districts of Punjab, having minimum requirement of ONE Armed Security Guard/Personal per branch/Office, which may increase with the expansion of our network, in the Entire state of Punjab.
7. In case your firm is selected for Providing of Armed Security Guards, a stamped agreement shall be executed between the Bank and the Security Agency, on the mutually agreed Terms and conditions.
8. The Agency may be required to furnish a Bank Guarantee or Security to the Bank.
9. The monthly charges for payment to the Armed Security Guards shall be as per the rates notified by the Labour Deptt, Punjab Govt/Chief Labour Commissioner (C), New Delhi, subject to change from time to time. The agreement shall be for an initial period of 2 years and the same may be renewed for further period of 12 months or more, on the mutually agreed terms and conditions, if the work and conduct of the Security Agency is found suitable/satisfactory.
10. The rates of the stationery levies /Taxes shall be as per actual, as fixed by the State/Central Govt, from time to time.
11. **The rates quoted should be very clear and specific..i.e Basic Rate + Statuary Levies + Service Charges + Service/any other Taxes. Also the Net amount Payable to the Security Guard (after any stat. deductions) NEEDS TO BE MENTIONED In your offer.**
12. **The Bank reserves the right to reject any or All the Offers without assigning any reason, thereof.**
13. All the documents must be duly signed by the Authorized signatory.
14. All disputes shall be subject to the Jurisdiction of competent courts at Kapurthala / Chandigarh, only
15. The envelope should be super scribed as ***“OFFER FOR PROVIDING OF SECURITY GUARDS”***.
16. You may visit our Head Office for further details/queries/clarifications

PUNJAB GRAMIN BANK

HEAD OFFICE:- Jalandhar Road, KAPURTHALA

Phone:-01822-501874, 509605, FAX:-01822-501742 E-mail Address : pgbhrd@gmail.com

Contact Person: Meera Guleria, Mobil:-8872006008

Chief Manager (HRD)

General Manager

