

## **ELIGIBILITY CONDITIONS:**

The eligibility to participate in the tender:-

1. The Service Provider should be in profession of security services for at least **5 years as on date of publication of Tender (Documents in support :- Trade Licence, Registration under PSRA Act,2005 and as given in point no.6 below and any other licence)**
2. The bidder must have an operational office within the Municipal jurisdictions of Kolkata/Bidhan Nagar (SaltLake )/ Rajarhat/Newtown/Dum Dum since the last 12 months from the date of publication of Tender.
3. The Service Provider should not have been blacklisted by any Govt. Agency /PSUs/Banks/LIC/Autonomous bodies etc. and there shall be no adverse report against the Service Provider, from any of his current and past client organisations in respect of gross deficiency in service and/or compliance with statutory dues for the last two financial years.
4. The Service Provider should have a valid license of West Bengal State issued under Private Security Agencies (Regulation) Act 2005 (updated).
5. The Service Provider should be engaged currently i.e as on date of publication of this tender by at least 3 (Three) reputed firms with office in Kolkata/Bidhan Nagar{SaltLake}/Rajarhat / Newtown/ Dum Dum , with at least 150 workmen, of which at least one should be Public Sector or Government undertaking. The bidder has to submit the proof of engagement such as work order , experience certificate etc.
6. The Service Provider should have valid documents of the following:
  - a) Registration certificate under Companies Act, 1956
  - b) Registration under Employee Provident Fund Act, 1952
  - c) PAN Card No.
  - d) GST registration under State of West Bengal.
  - e) Contract Labour License
  - f) EPF registration certificate
  - g) ESI registration Certificate
  - h) Self declaration on The Child labour (Prohibition and regulation) Act 1986
  - i) Other registration certificates under other relevant laws relating to Contract Labours.
7. The Company should be complying with all the statutory requirements such as payment of wages, Bonus and remittance of EPF, ESI, PF etc. and any other statutory requirement as per law.
8. The Service Provider must not have been prosecuted or suffered any penalty for violation of any labour law by any authority (self declaration by service provider).
9. **The bidder should not have been engaged in any type of Litigation (either continuing or disposed/withdrawn) with LIC of India in the past 36 months prior to the date of publication of this tender. The Bidder has to submit an affidavit to that effect in a non judicial stamp paper worth Rs. 100/- duly notarised.**
10. All existing vendors ( including vendors under extended period of contract) working with LIC of India, eastern Zonal Office must submit satisfactory work performance Certificate from Office services / estate Department of LIC Eastern Zonal Office. Such Certificate must be dated after the

date of publication of this tender. Failure to submit satisfactory work performance Certificate would technically disqualify the Bidder.

**11. Minimum Turn Over for each of the last 3 Financial Years should be Rs.10 crores. The Service Provider should furnish IT returns / audited balance sheets / CA Certificates for the last 3 financial year ( 2020-21,2021-22,2022-23).**

12. The engagement of workmen contracted should be as per the guideline laid down in the PSARA Act, 2005 pertaining to age, health, physical fitness etc.

13. If there are any changes in Statutory guidelines /rules governing this contract as per changes in the Acts, then both the parties will abide by the changed laws .

14. The criteria for qualification subsequently in Technical and Financial Bids may be suitably amended at the discretion of the Zonal Manager and upon suitable information to the prospective bidders in the pre-bid meeting.