



Cooperative and beyond...

KRISHAK BHARATI COOPERATIVE LIMITED (KTRIBHCO)

SEED PROCESSING UNIT (SPU), PLOT NO. - 47-48, 53-54,
M.P. AUDYOGIK KENDRA VIKAS NIGAM, SIYA, AB ROAD,
DEWAS-455001 (M.P.)

NOTICE INVITING TENDER

Date: - 16/02/2026

Name:

Address:

Subject: - Invitation of Tender for Annual Contract for providing Security Services for KTRIBHCO, Seed Processing Unit, Dewas (M.P.)

Dear Sir,

KRISHAK BHARATI COOPERATIVE LIMITED (KTRIBHCO) hereinafter referred as KTRIBHCO is a premier National level Cooperative Society of India engaged in fertilizer production and distribution and is registered under Multi State Cooperative Societies (MSCS) Act, 2002. KTRIBHCO for its Seed Processing Unit at Siya situated about 8 KM towards Maxi on A.B. Road Dewas requires the services of security personnel(unarmed) round the clock.

AREA MANAGER-INDORE

Area Manager
Seed Processing Unit
KTRIBHCO Dewas (M.P.)



1. Terms & Conditions: -

1. The service charge quoted should be valid for period of one year from the date of issuance of work order. The security guard rates should be applicable as per Govt. of Madhya Pradesh guideline and vary time to time as per Govt. of MP order.
2. Only service charge per person should be quoted in price bid.
3. The bidder will have to specify the amount to be charged towards Service charges for providing the outsourced manpower. It may also be noted that in order to eliminate frivolous bids and disguised charges /deduction form salary of personal, service providers Bidding at zero percent service charges shall be disqualified (i.e. 0 to 0.9999).
4. **Minimum floor price for minimum wage based Manpower Outsourcing Service**
 - In compliance to OM (No. F.6/1/2023- PPD, Dated 6th January 2023 issued by Procurement Policy Division-Department of Expenditure, Ministry of Finance, Government of India, the minimum service charge in the procurement of Manpower Outsourcing Service is fixed as 3.85% (3% profit plus transaction charges, which are 0.85% at present) such charges should not exceed 7% (including transaction charges) in any case. ***In case any Bidder/contractor quotes service charge lesser than 3.85% and more than 7% bid shall be rejected.***
5. **Service charge will be calculated on the sum of all items (such as minimum wage, employer contribution for EPF & ESI and other charges, if any) excluding GST.**
6. **GST liability will be on the total payment made to the supplier / service providing agency (such as minimum wages, employer contribution for EPF & ESI and service charges)**
7. The bidders must have the following Registrations, the details of the same to be provided in the Technical Bid.
 - ✓ Registration with statutory bodies as necessary for carrying out the business.
 - ✓ Labor Licence Registration Certificate (if applicable) has to be enclosed.
 - ✓ PASARA Registration Certificate
 - ✓ Regular GST Registration Certificate
 - ✓ ESI Registration Certificate
 - ✓ PF Registration Certificate
 - ✓ PAN No. Registration Certificate
 - ✓ Registration under shop and establishment.
 - ✓ MSME Registration Certificate (if available) has to be enclosed.
8. The Contractor shall make necessary arrangement as per the scope of work and responsibilities on all working days including Sundays and holidays with reference to Tender documents.
9. In case the security services are not found to be satisfactory KRIBHCO's competent authority reserves the right to cancel the service from the assigned Contractor after informing the reasons for the same.
10. Rates other than service charges will be in accordance with government notifications issued from time to time.
11. In case the minimum wages are revised upward, the contractor is not entitled for revision of his service charges.
12. It shall be ensured that all guards are paid wages not less than the minimum wages declared by Govt. of Madhya Pradesh. All statutory obligations like PF, ESI, Bonus etc. must be paid in respect of the guards employed by the Contractor. All these obligations shall be the liability of the Contractor and paid by it & not by KRIBHCO.



13. Bonus shall be paid on monthly basis; therefore, it will be added in Gross Salary and subsequently attract ESIC contribution.
14. The contract shall initially be awarded for a period of one year from the date of issuance of Work-Order. However, the contract is extendable for another year on the same rate, terms & conditions of contract, strictly based on satisfactory performance, at the sole discretion of KRIBHCO's Competent Authority.

2. Instruction's for Tender Submission

- a) The Financial Bid is to be submitted in the Prescribed Format (Annexure-C) enclosed to this Tender Notice. Tenders submitted otherwise would not be considered.
- b) The firm shall have to deposit an Earnest Money of Rs. 5,000/- (Five thousand Only) with the tender proforma, through a Demand Draft /RTGS favouring "**KRISHAK BHARATI COOPERATIVE LIMITED**", payable at **BHOPAL(M.P.)**, failing which the tender will be outrightly rejected. The RTGS Details are **Account No. 005505000951 IFSC: ICIC0000055 Account Holder Name : KRISHAK BHARATI COOPERATIVE LIMITED** "
- c) The Earnest Money received from the unsuccessful tenderers will be returned without interest immediately after the tender process is over.
- d) Earnest money of the successful bidder will be refundable without interest after the expiry of contract period successfully and to the satisfaction of competent authority of KRIBHCO. On submission of declaration by the contractor that he has no claim in respect of the contract against KRIBHCO.
- e) KRIBHCO has the right to forfeit the Earnest money deposit (EMD) in case of non-cooperation, disobedience of the instruction, non-attending of the duty within time on the part of contractor/employees of the contractor etc.
- f) The interested agencies are required to submit the technical and financial bid separately. The bids in Sealed Cover-I containing "Technical Bid, Undertaking" i.e., Annexure A & B and Sealed Cover-II containing "Financial Bid" i.e., Annexure C and both Sealed Cover I and II should be placed in a third Sealed Cover superscripted "**Tender for providing Security Services for KRIBHCO, Seed Processing Unit, Dewas (M.P.)**".
 - g) The Technical Bid must accompany with supporting documents as required as per tender. The duly sealed bid may be dropped in the Tender Box kept at Office of Plant InCharge, KRIBHCO, Seed Processing Unit (SPU), Plot No. - 47-48, 53-54, M.P. Audyogik Kendra Vikas Nigam, Siya, Ab Road, Dewas-455001 (M.P.)
 - h) Tenders must be submitted on or before the last day of submission. **The last date and time for receipt of duly filled in Tender is 24/02/2026 (12:00 PM)**. The Bids should be addressed to the:

**Krishak Bharati Cooperative Limited (KRIBHCO),
Seed Processing Unit (SPU), Plot No. - 47-48, 53-54,
M.P. Audyogik Kendra Vikas Nigam, Siya, Ab Road, Dewas-455001 (M.P.)**
- i) Late submission of tender shall not be accepted/considered it should be noted by the tenderers.
- j) **The Tenders will be opened on 24/02/2026 at 01:00 PM by the Tender Opening Committee in the presence of participating Tenderers or their authorized representatives who may wish to attend.**



- k) Envelope No. I will be opened in the first instance and in case the Demand Draft/RTGS of EMD and terms and conditions duly signed by the bidder are not available or bidder does not qualify the Technical Bid, the rate bid will not be opened & the same will be returned to the bidder.
- l) In the event of the Office being closed due to any reason whatsoever on the proposed date for Opening of Tender, it will be taken up on the next working day at the scheduled time without any notice issued in this regard.
- m) The prospective bidder is required to indicate its Regular GST Registration Number & PAN No., wherever applicable. The same must be mentioned in its quotation and also in bill as and when it is submitted.
- n) Each page of tender document must be signed and stamped.
- o) One copy of the tender document should be retained by the bidder.

3. FORFEITURE

The Earnest Money may be forfeited if a Bidder withdraws its tender during the period of bid validity or in case of a successful Bidder, if the Bidder fails:

- To abide the contract in accordance with the terms and conditions, and Special Conditions of Labour Laws

4. EVALUATION OF FINANCIAL BIDS AND AWARD OF CONTRACT

- Among all qualified bids the lowest bid will be termed as L1.
- A bidder shall be considered L1 only if it emerges as L1 under all the specified criteria. In case no bidder qualifies as L1 across all criteria, the bidder having executed the maximum number of Security Works during the last three years (excluding works executed for KRIBHCO) shall be treated as L1.

Financial Strength of the Bidder:

- i. Turnover for the last three financial years, as certified by a Chartered Accountant, pertaining to Security Services.
- ii. Net profit for the last three financial years, as certified by a Chartered Accountant.

Past Experience of the Firm in Similar Assignments:

- iii. Maximum number of Security Works executed during the last three years.

- If there is discrepancy between words and figures, the amount in words will prevail. The decision of KRIBHCO arrived at above will be final and no representation of any kind shall be entertained.

5. SPECIAL CONDITIONS & COMPLIANCE OF LABOUR LAWS:

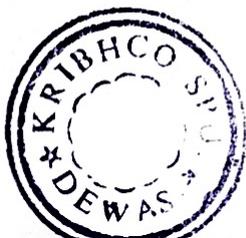
The Contractor shall at his own cost comply with the provision of Labour laws, rules, orders and notifications whether central or state or local as applicable to him or to this contract from time to time.

These Acts/Rules include without limitation to the followings:

- The Minimum Wages Act, 1948 with Rules, Orders and Notifications issued there under from time to time.



- The Workmen's Compensation Act, 1923 with Rules, Orders and Notifications issued there under from time to time.
 - The Factories Act, 1948 or the Shops and Establishment Act, whichever is applicable with Rules, Orders and Notifications issued there under from time to time.
 - The Payment of Bonus Act, 1965 (following the later amendments) with Rules, Orders and Notifications issued there under from time to time.
 - The Contract Labour (Regulation and Abolition) Act, 1970, with Rules, Orders and Notifications issued there under from time to time.
 - The Payment of Wages Act, 1936 with Rules, Orders and Notifications issued there under from time to time.
 - The Employees Provident Fund & Miscellaneous Provisions Act, 1952 with Rules, Orders and Notifications issued there under from time to time.
 - The Employees State Insurance Act, 1948, with Rules, Orders and Notifications issued there under from time to time.
 - The Interstate Migrant Workmen (Regulation of Employment and Condition of Service) Act, 1979 and Central Rules framed there-under, with Rules, Orders and Notifications issued there under from time to time.
 - All other Acts/Rules/Bye-laws; orders notifications, etc., present or future applicable to the contractor from time to time for performing the contract job.
1. All employees of the Contractor shall be employees of the Contractor. KRIBHCO will not have any liability to absorb them at any point of time nor can they claim any right for employment in KRIBHCO.
 2. The contractor shall have a valid license obtained from Licensing Authority under the Contract Labour (Regulation & Abolition) Act, 1970 & The Contract Labour (Regulation & Abolition) Central (Amendment) Rules, 2017.
 3. The contractor shall submit the EPF code number obtained from the authorities concerned under the Employees provident Fund and Miscellaneous Provisions Act, 1952.
 4. The contractor shall maintain all records/registers required to be maintained by him under various Labour laws mentioned above and produce the same before the Statutory Authorities when required. These shall among other things include the following:
 - i. Muster Roll
 - ii. Register of Wages
 - iii. Register of Deductions
 - iv. Register of Fines
 - v. Wage Slip
 - vi. Register of Advances
 5. The contractor shall also submit periodical reports/returns to the various statutory authorities such as the Contract Labour (Regulation & Abolition) Act, 1970, Employees Provident Fund Act, etc.
 6. The contractor shall provide Kits/Liveries to his employees, if any, required under law.
 7. It shall be ensured that all deployed personnel are paid wages not less than the minimum wages declared by Govt. of Madhya Pradesh declared time to time.
 8. If any of the persons engaged by the contractor misbehaves with any of the officials of the KRIBHCO, SPU-Dewas or any beneficiary of KRIBHCO or commits any misconduct with regard to the property of the Seed Processing Unit, Dewas or suffers from any serious communicable disease, the Contractor shall replace them immediately.
 9. In case Authority of Seed Processing Unit, Dewas feel that the conduct of any of Contractor's employees is detrimental to the interests of Seed Processing Unit the Sr. Area Manager, SPU shall have the unqualified right to request for removal of such employee either for incompetence, unreliability, misbehaviour, security reasons, etc., while on or off the job.



10. The Contractor shall comply with any such request to remove such personnel at Contractor's expense unconditionally. The Contractor will be allowed a maximum of two working days to replace the person by competent qualified person at Contractor's cost.
11. The contractor shall not engage/employ persons below the age of 18 years.
12. The contractor shall issue appointment letters to the persons engaged by him for deployment under this contract, a copy of which should be submitted to Sr. Area Manager, SPU, Dewas for record.
13. The Bidder shall ensure that the deployed manpower stays in the facility for eight hours during the shift.
14. In case it is found that the wages are not being paid in accordance with the statutory Minimum Wages Act, the contract shall be terminated forthwith & the performance security/EMD will be forfeited.
15. The Contractor shall be responsible for payment of wages etc. to the deployed personnel as per prevailing Acts/Orders as applicable issued by the Govt. of Madhya Pradesh & Central Govt. If any dispute arises between the Contractor & the personnel employed by it in the matter of wages or any other service condition, it shall be settled by the Contractor & the personnel engaged by it themselves. Krishak Bharati CoOperative Limited shall not be a party in any such dispute.
16. The contractor shall provide necessary insurance coverage to his workmen engaged in the execution of his contract so as to hold KRIBHCO non-labile for any act from contractor's workmen in case of any accident / mishap including death. The insurance cost of personnel working for the contractor at the site shall be borne by the contractor.
17. The contractor shall deploy adequate number of persons for execution of the work undertaken on contract regulating their working hours and weekly off within the statutory limits. The contractor shall be responsible for payment of overtime wages to his workmen if any, in case they are required to work beyond the prescribed hours under law.
18. Contractor shall provide proper photo identification cards to his employees to be deputed by him for work, duly signed by the contractor or person authorized on behalf of contractor.
19. The personnel deployed by the contractor for job shall meet the following requirements:
 - Should be medically fit for the job, duly certified from time to time, this is liable to be cross checked, if required.
 - Should possess good conduct and discipline.
 - Should have minimum qualification of Intermediate pass.
 - Should have valid Aadhar card (self-attested copy has to be submitted)

6. LEAVES/HOLIDAYS: -

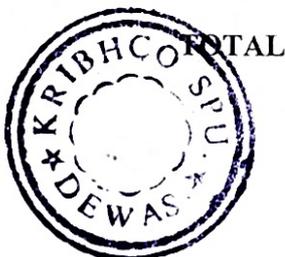
The contractor shall be authorized to provide weekly off (maximum 52 days), 12 nos. Casual Leave to the security guard deployed by it, in/at any point of time, if any deputed security guard is not able to attend his work due to absence for any reason whatsoever, then in such case the contractor shall deploy another security guard to fill in, so as to ensure that any given time, the strength/attendance of the total number of present security guard is 100% as agreed under this Contract. All the Security shall be deputed by the contractor in accordance with the requirement of KRIBHCO.

7. SCOPE OF WORK: -

3 SHIFTS OF 8 HOURS EACH IN ACCORDANCE WITH THE LABOUR LAWS

POST

Male Security Guard (without arms)



03

1. The Security Guards shall not allow any unauthorized person in the Offices/Seed Unit premises, etc. during their duty hours. The security guard shall be employed for eight hours a day. The exact working hours/shift shall be intimated to the Contractor at the time of execution of work at respective location.
2. The Security Guard deployed shall regulate incoming and outgoing materials so as to prevent any theft and also shall not allow any unauthorized movement of any goods from Seed Processing Unit, Dewas.
3. He shall ensure all reasonable measures to maintain the security of goods/building (including the compound & boundary wall of the premises). In case of need, he may contact Sr. Area Manager/ Plant Incharge on phone or call police/fire brigade, if the need arises.
4. The Security Guard(s) shall continuously monitor the buildings and facilities, check the area, inform, and assist police/fire brigade in operating firefighting equipment in the time of emergency.
5. Prevent trespassing / encroachment on the premises of Seed Processing Unit
6. The Security Guard(s) shall prevent any untoward incidents & report the same to the authorities/management.
7. The Security Guard(s) shall deposit any missing material/ article found in the premises as per the direction authorized representative

8. PAYMENT PROCEDURE:

- The contractor shall submit monthly bills to the office of Krishak Bharati Coopertave Limited, SPU, Dewas with the following documents for verification and payment:
- Copy of attendance certificate (dully verified by the Plant In Charge) alongwith Salary Slip of each employee.
- Proof of deposition of statutory levies like EPF/ESI etc. (with a list of individual names and amount deposited in their accounts.
- TRRN Receipt, ECR & Combined Challan.
- Proof of ECS/Cheque/NEFT Statement payment to his personnel for the jobs completed during the previous month.
- The bills are to be addressed to the Krishak Bharati Coopertave Limited, SPU, Dewas.
- TDS shall be deducted at source at the time of payment to the contractor as per the provisions of the Income Tax Act as applicable.
- Undertaking attached in **Annexure-D** with each month's bill.
- The monthly payment to the contractor shall be made through NEFT/RTGS only.

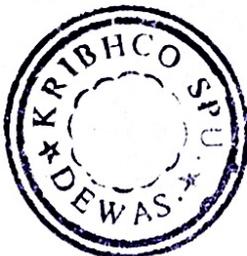
Date: - _____

Signature of Tenderer: - _____

Name (in block letters): - _____

Capacity/Position/Designation: - _____

Seal of the Firm: -



UNDERTAKING

We hereby confirm that we have not been blacklisted by KRIBHCO or any PSU / Central or State Government / Semi-Government / Quasi- Governments Departments/Major Private Company as on date of this Tender

DATED AT THIS DAY OF 2026.

Place: - _____

Date: - _____

Signature of Tenderer: - _____

Name (in block letters): - _____

Capacity/Position/Designation: - _____

Seal of the Firm: -



TECHNICAL BID
TENDER FOR PROVIDING SECURITY SERVICES FOR KRIBHCO,
SEED PROCESSING UNIT, DEWAS (M.P.)

Kindly provide information for the following:

S.No.	INFORMATION SOUGHT	INFORMATION PROVIDED
1.	Name of the Firm (In Block Letters)	
2.	Date of Establishment/Incorporation (attach Gumasta)	
3.	Correspondence address and Telephone No. [Details of email and website, if any]	
4.	Address of Head Office (if Separate) and Telephone No.	
5.	Status Proprietary/Partnership limited company/Public Limited Company (Copy to be enclosed)	
6.	Name of Chief Executive & Authorized Signatory	
7.	Name of Representative (s) with Designation who would be supervising the work/compliances	
8.	Complete Income Tax Return of last 03 Years	
9.	Turnover Certificate of last 03 Years verified by practicing Chartered Accountant	
10.	Audited Financial Statement last 03 Years	
11.	Name of bank with whom you maintain the bank account. (Xerox copy of cheque leaf or Pass Book First Page to be enclosed)	
12.	Labor Licence Registration Certificate if applicable (Copy to be enclosed)	
13.	PASARA Registration certificate (Copy to be enclosed)	
14.	P A N No. (Copy to be enclosed)	
15.	MSME (if available) Registration certificate (Copy to be enclosed)	
16.	Regular G.S.T. No. (Copy to be enclosed)	
17.	EPF Registration No. (Copy to be enclosed)	
18.	ESI Registration No. (Copy to be enclosed)	
19.	Experience certificate/Work Orders of 01 PSUs / Central Govt./ State Govt./ Semi-Govt./Quasi Govt./Private Enterprises for same services has to be enclosed	
20.	Are you agreeable to abide strictly by the Terms and Conditions of the Tenders and Contracts	

Place: - _____

Date: - _____

Signature of Tenderer: - _____

Name (in block letters): - _____

Capacity/Position/Designation: - _____

Seal of the Firm: - _____



Financial Bid Pro forma

(In separate sealed Cover envelope super scribed as Financial Bid)

S.NO.	DESCRIPTION	SECURITY GUARD WITHOUT ARMS	
		PER DAY/PERSON	PER MONTH/PERSON
A.	Minimum Rates of Wages	₹	₹
B.	Bonus @ 8.33% of Minimum Wages	₹	₹
C.	EPF - Employer Contribution @ 13%	₹	₹
D.	Gross Salary (D=A+B)	₹	₹
E.	ESIC - Employer Contribution @ 3.25% of Gross Salary (S. No.- D)	₹	₹
F.	Subtotal (F=A+B+C+E)	₹	₹
G.	Contractor commission/Service Charge @..... percent of Subtotal (S. No- F)	₹	₹
H.	Subtotal (H = F+G)	₹	₹
I.	GST@.18% of S. No- H	₹	₹
J.	TOTAL per head per month (J = H+I)	₹	₹
K.	Annual cost of security guards without arms- 03 Nos. (i.e. 03 X 12 X cost as per row J above)	₹	
L.	Annual Grand total cost (L = K)	₹	
	In Words		

Note: -

1. Minimum floor price for minimum wage based Manpower Outsourcing Service

In compliance to OM (No. F.6/1/2023- PPD, Dated 6th January 2023 issued by Procurement Policy Division- Department of Expenditure, Ministry of Finance, Government of India, the minimum service charge in the procurement of Manpower Outsourcing Service is fixed as 3.85% (3% profit plus transaction charges, which are 0.85% at present) such charges should not exceed 7% (including transaction charges) in any case. *In case any Bidder/contractor quotes service charge lesser than 3.85% and more than 7% bid shall be rejected.*

2. The Contractor is required to make the payment of monthly rates of wages and all other statutory dues as per rates & percentage notified by Government of Madhya Pradesh vide its orders/instructions from time to time in respect of Organizations located in Madhya Pradesh.(In case of any change in the rates or percentages as mentioned above, Annexure C shall be revised accordingly during the contract period as well as at the time of bidding.)

Place: - _____

Date: - _____

Signature of Tenderer: - _____

Name (in block letters): - _____

Capacity/Position/Designation: - _____

Seal of the Firm: -



TO WHOMSOEVER IT MAY CONCERN

This is to certify that in terms of Contract for _____ in KRIBHCO, Seed Processing Unit- Dewas (M.P.). I have been complying all provisions relating to Labour Laws enacted by Central & State Govts. And amended time to time, during the period _____.

This is to further certify that wages to workers has been disbursed through their bank account. Our PF Code is _____ and ESI Registration No. _____.

Place: - _____

Date: - _____

Signature of Tenderer: - _____

Name (in block letters): - _____

Capacity/Position/Designation: - _____

Seal of the Firm: -

