



भारत सरकार

GOVT. OF INDIA

आयुक्त कार्यालय(लेखा परीक्षा)

OFFICE OF THE COMMISSIONER (AUDIT)

केन्द्रीय उत्पाद शुल्क, सीमा शुल्क और सेवा कर, गुवाहाटी

CENTRAL EXCISE, CUSTOMS & SERVICE TAX, GUWAHATI

रॉयल रेजेंसी बिल्डिंग, एम. आर. डी रोड, बामुनिमैदाम, गुवाहाटी- ७८१ ०२१

Royal Regency Building, MRD Road, Bamunimaidam:: GUWAHATI – 781 021

☎ 0361-2656201 Fax: 0361-2656200 email: commradt-cexshlng@nic.in

C.No. I(12)1/Rent/Hqrs.Audit/Ghy/2014/ Part-II

Dated:- 02.05.2017

To

M/s HRD Commercial & Industrial Security Force Pvt. Ltd.,
Chitraban Path, House No. 08,
R.G Baruah Road, Guwahati-24.

Subject:- Work order in respect of Tender Notice No. 07/2016-17 dated 02.03.2017—regarding.

Dear Sirs,

Please refer to your Tender offer under Ref. No. C&I.S.F.P.L/BDP/GEN/17/1400 dated 22.03.2017 with reference to the Tender Notice No. 07/2016-17 dated 02.03.2017.

In this connection, it is to inform you that the Commissioner (Audit), Central Excise, Customs & Service Tax, Guwahati has been pleased to approve your offered rates of **Rs. 260/- per day per person for Security Guards** and **Rs. 347/- per day per person for Housekeeping Staff** and **Mali** being the lowest. Presently 3(three) Nos. of Security Guards would be engaged in the newly hired office building of Audit Commissionerate Hqrs. office and Guwahati Audit Circle offices at Royal Regency Building, MRD Road, Bamunimaidam, Guwahati-21.

You are therefore requested to provide **3(three) Nos. of Security Guards with uniform** and **8(Eight) Nos. of Housekeeping Staff** at the earliest as they would be engaged in the hired office building of Audit Commissionerate Hqrs. office and Guwahati Audit Circle offices at Royal Regency Building, MRD Road, Bamunimaidam, Guwahati-21. Thereafter, you are required to enter into an agreement with the Department to this effect.

On completion of the month the Bill (in triplicate) towards hiring charges of the Security Guards and Housekeeping Staff for that particular month may be submitted to the Assistant Commissioner (Adm), Audit Commissionerate, Guwahati, 3rd Floor, Royal Regency Building, MRD Road, Bamunimaidam, Guwahati-781021 for payment.

Yours faithfully,

(Signature)
2.5/17

(D. ROY CHOUDHURY)

ASSISTANT COMMISSIONER (ADM)



भारत सरकार

GOVT. OF INDIA

आयुक्त कार्यालय(लेखा परीक्षा)

OFFICE OF THE COMMISSIONER (AUDIT)

केन्द्रीय उत्पाद शुल्क, सीमा शुल्क और सेवा कर, गुवाहाटी

CENTRAL EXCISE, CUSTOMS & SERVICE TAX, GUWAHATI

रॉयल रीजेंसी बिल्डिंग, एम. आर. डी रोड, बामुनिमैदाम, गुवाहाटी- 781 021

Royal Regency Building, MRD Road, Bamunimaidam:: GUWAHATI - 781 021

☎ 0361-2656201 Fax: 0361-2656200 email: commradt-cexshlng@nic.in

C.No. I(12)1/Rent/Hqrs.Audit/Ghy/2014/ Part-II

3815

Dated:- 17.08.2016

To

18.

M/s HRD Commercial & Industrial Security Force Pvt. Ltd.,
Chitraban Path, House No. 08,
R.G Baruah Road, Guwahati-24.

Subject:- Work order in respect of Tender Notice No. 01/2016 (CS) dated 30.06.2016—regarding.

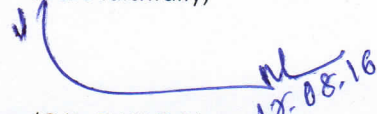
Dear Sirs,

Please refer to your Tender offer under Ref. No. C&I.S.F.P.L/BDP/GEN/16/1229 dated 22.07.2016 with reference to the Tender Notice No. 01/2016 (CS) dated 30.06.2016.

In this connection, it is to inform you that the Commissioner (Audit), Central Excise, Customs & Service Tax, Guwahati has been pleased to approve your offered rate of **Rs. 260/- per day per person** for **Security Guards** being the lowest one. Presently 3(three) Nos. of Security Guards would be engaged in the newly hired office building of Audit Commissionerate Hqrs. office and Guwahati Audit Circle offices at Royal Regency Building, MRD Road, Bamunimaidam, Guwahati-21.

You are therefore requested to provide 3(three) Nos. of Security Guards with uniform at the earliest to perform duties in three shifts a day.

Yours faithfully,


18-08-16

(C.K. CHANDA)

ASSISTANT COMMISSIONER (ADM)



SPEED POST

F. No. 1/1-Adm.(Aiz)/2016-17 **5635**

Government of India

Archaeological Survey of India

Office of the Superintending Archaeologist

Guwahati Circle, G.N.B. Road Ambari, Guwahati -781001

Dated, the **17 MAR 2017**

To,

M/S. HRD Commercial & Industrial Security
Force Pvt. Ltd. Lachit Lane, House No. 4
Rajgarh Road, Guwahati -781001

Sub:- Providing of Manpower to work as Clerical and Watch & Ward at Aizawl Circle, Mizoram.

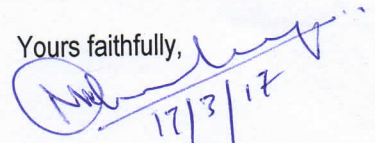
Ref.: C&1.3.F.P.L./GHY/GEN/17/201 dated 04.02.2017

Sir,

With reference to the subject cited above, the undersigned is pleased to inform you that on examination of the relevant documents as well as on comparing the rates of Clerical & Watch & Ward (Category wise) quoted in all the tenders submitted by different bidders, your tender for providing of above stated personnel for the office of the Superintending Archaeologist, Archaeological Survey of India, Aizawl Circle, Mizoram has been accepted and approved.

1. (a) Semi Skilled : 4Nos. @ ₹9156/- per month $4 \times 36,624 = ₹1,46,592$
(b) Skilled : 1 No. @ ₹11,029/- per month $1 \times 12 = ₹1,32,348$
2. For regulation, agreement as per procedure may please be executed with the undersigned on or before 25th March, 2017. You are hereby informed that deposit 10% of annual contract as performance guarantee i.e. ₹ 57,184/- only in a form of FDR in favour of the Superintending Archaeologist, Archaeological Survey of India, Aizawl Circle, Mizoram.
3. All the statutory deduction, i.e. EPF, ESI and other should be deposited by the agency well in time and a copy of such deposit amount / Challan may be produced for verification.
4. Agency needs to pay remuneration / minimum wages to the hired workers under intimation to this office.
5. Reports on character and antecedents in respect of all personnel may be obtained from competent authority and submit the same to this office for record.
6. Cost of agreement will be borne by your agency.
7. Individual-wise statements on monthly contribution of the workers towards EPF / ESIC need to be submitted after expiry of each month for workers satisfaction-failing which it will attract the attention of the Chairman for cancellation of agreement.
8. The Aizawl Circle is in requirement of 4 Nos. Semi skilled and 1 No. Skilled worker w.e.f. 01.04.2017 be deployed accordingly.
9. Other terms & condition as laid down in the "Expression of Interest" will remain same.

Yours faithfully,


17/3/17

(Dr. Milan Kumar Chauley)
Superintending Archaeologist
Guwahati Circle & I/C Aizawl Circle



Guwahati Biotech Park

Technology Complex, IIT Guwahati

Guwahati- 781 039

Phone: + 91-361-2690228/229, Fax : 0361- 2690227

GBP/1.18/2016-17/ 3473

Date: 01.05.2017

From : **Shri. Vinod Seshan, IAS**
Chief Executive Officer
Guwahati Biotech Park
Technology Complex, IIT Guwahati
Guwahati-781039

To : **HRD Commercial & Industrial Security Force Pvt. Ltd Nabin Nagar**
Lachit Lane, House No. 04
Rajgarh Road
Guwahati-781007

Subject : Letter of Award (LOA) for providing the following Services at Guwahati Biotech Park
a. Housekeeping and Gardening
b. Driver

Reference : NIT No. GBP/1.18/2016-17/3555 dated 12.01.2017

Sir,

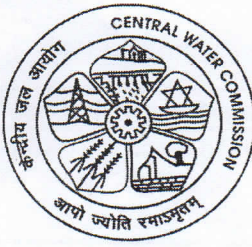
With reference to your application in response to the tender no. GBP/1.18/2016-17/3555 dated 12.01.2017; Guwahati Biotech Park is pleased to release the work order to HRD Commercial & Industrial Security Force Pvt. Ltd for providing Housekeeping and Gardening & Driver Service at Guwahati Biotech Park as per the below price schedule and rates;

Sl. No.	Category	No. of Staff	Wage for 26 days	Total
1.	Housekeeping & Gardening Services (Semi-Skilled)	3	Rs. 8667.00 (Including Employers contribution of EPF @13.36% and ESI @ 4.75%)	Rs. 26001.00
2.	Driver (Skilled)	1	Rs. 10835.00 (Including Employers contribution of EPF @13.36% and ESI @ 4.75%)	Rs. 10835.00
3.	Materials and Service Charge			Rs. 9150.00
Total Monthly Contract Value				Rs. 45986.00
Service Tax inclusive				

This letter of award should be construed as the inception of contract. The date of execution of the agreement will be the date of commencement of contract which will be valid for a period of 2 years, further renewable as per the terms mentioned in the NIT document subject to satisfactory quality services and deliverables.

Yours faithfully

(Shri. Vinod Seshan, IAS)
Chief Executive Officer
Guwahati Biotech Park



e-mail/SPEED POST

भारत सरकार

Government of India

केन्द्रीय जल आयोग

Central Water Commission

ऊपरी ब्रह्मपुत्र मंडल

Upper Brahmaputra Division

पत्रांक: 4/05/W.O/2017/UBD- 1359-64

दिनांक 05.06.2017

From

The Executive Engineer

U. B. Division, CWC

Dibrugarh

To

M/s. HRD Commercial & Industrial Security force pvt. Ltd.

S.T. Road Badarpur, Dist. Karimganj, Assam P.C. 788 803.

Subject: - Outsourcing of Semi Skilled Manpower for carrying Flood Forecasting activities during Monsoon 2017 under UBD, CWC, Dibrugarh.

Ref: - (i) NIT No-04/01/NIT/2016/UBD/Camp Guwahati, Dated-12.05.2017

(ii) Corrigendum No. 04/01/NIT/2016/UBD/1215-20, Dated-20.05.2017

(iii) This office letter of intent/acceptance No. 04/05/W.O./2017/UBD/1320-21, Dated-01.06.2017

Dear Sir (s),

With reference to:-

1. Performance security/ guarantee submitted by you vide your L/No. C & ISFPL/BDP/GEN/17/1485, dated-02/06/17,

2. This office letter of intent/acceptance of your Tender No. C & ISFPL/GHY/GEN/17/326, dated-24/05/2017

You are requested to contact the concerned Sub-Divisional Engineers, under this Division to start the work immediately.

Applicable taxes etc. will be deducted from the bill.

In continuation to the letters referred above, you are hereby requested to attend this office to complete the formal agreement within seven days from the date of issue of this letter.



Yours faithfully,

[Signature] 5/6/2017

Executive Engineer

For and on behalf of President of India,
U. B. Division, CWC, Dibrugarh

प्रतिलिपि:-

1 अधीक्षण अभियन्ता, जल विज्ञानीय प्रेक्षण परिमंडल, केन्द्रीय जल आयोग, गुवाहाटी 781014 ; असम

2 उपमंडलीय अभियन्ता, ऊपरी ब्रह्मपुत्र उपमंडल - I & II, धनसीरी कोपली उपमंडल, सुबन्सीरी उपमंडल केन्द्रीय जल आयोग, डिब्रूगढ़, जोरहाट, नोगाँव, नहरलगन, अरुणाचल प्रदेश। along with the SoQ for information and necessary action.

3 लेखा शाखा, ऊपरी ब्रह्मपुत्र मण्डल, केन्द्रीय जल आयोग, डिब्रूगढ़

Address: जीबन फूकन नगर / Jibon Phukan Nagar पोस्ट आफिस-सी.आर.बिल्डिंग/ P.O: C.R.Building, डिब्रूगढ़ / Dibrugarh - 786003,

असम/Assam दूरभाष/ Phone: (0373)2314398, 2313905 फैक्स/Fax: (0373)2314398 ई-मेल/E-Mail: ubd-cwc-asm@nic.in

उत्तर-पूर्वीय क्षेत्रीय कृषि बिपणन निगम लिमिटेड
NORTH EASTERN REGIONAL AGRICULTURAL MARKETING CORPORATION LTD
(A Government of India Enterprise)

Registered Office: 9, RAJBARI PATH, G S. ROAD, GANESHGURI, GUWAHATI – 781 005, ASSAM, INDIA
CORPORATE IDENTITY NUMBER: U01409AS1982GOI001932
Mob: 9706098132; Ph: +91 361 2341427; Tele-fax: +91 361 2341428
E-mail: pna.neramac@gmail.com ; Website: www.neramac.com

P&A/195/2017- HR Agency-1003
5th June, 2017

To,
Mr. Suhel Ahmed(Director)
HRD Commercial & Industrial Security Force Pvt. Ltd.
S.T. Road, Badarpur
Dist. Karimganj (Assam) - 788803

Sub: Letter Of Empanelment

Dear Sir,

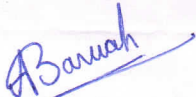
We are pleased to inform you that on the basis of your technical & financial bid evaluation, your Consultancy has been empanelled as Manpower Consultants/ HR Recruitment Agency of NERAMAC Ltd. for a period of 2 years. You are therefore requested to execute the work at 2.5% service charge (inclusive of all) and arrange for supply of professional manpower as and when required by NERAMAC on consolidated remuneration basis with fixed tenure contracts as per the mutually agreed terms & conditions.

Further, you are also required to deposit the performance security deposit amounting to Rs. 20,000/- (Rupees Twenty thousand only) before the execution of the contract agreement.

Kindly acknowledge the receipt of the same.

Thanking you,

Yours faithfully,



Nabanita Buzar Baruah
HR- Executive

पूर्वोत्तर सीमा रेल (निर्माण संगठन)
N. F. RAILWAY (Construction)

Reg. with AD.

कार्यालय
उप मुख्य अभियन्ता/नि-3
अगरतला-799003
फैक्स नं. 0381-2375573
Email: dyceagtl@gmail.com
दिनांक: 03.07.2015

सं: W/362/CON-3/KUGT-AGTL/Field Assistance/2015/02/W-2/

सेवा मे,

HRD Commercial & Industrial Security Force Pvt. Ltd.,
S.T. Road, Badarpur, Dist Karimganj, Assam - 788803.

विषय: Providing assistance to the field officials/supervisors/and for miscellaneous work of their routine field works in connection with Agartala - Kumarghat and Agartala - Sabroom/ New BG Line Project (For two years. (Tender No. Dy.CE/Con-I/KUGT-AGTL/ Field Assistance /2015/02).

सन्दर्भ: Your offer opened on 09.03.2015.

Sir,

Your offer for the above noted work has been accepted by the Competent Authority for and on behalf of the President of India at a total cost of ₹.33,70,992.77 (Rupees Thirty Three Lakh Seventy Thousand Nine Hundred Ninety Two & paisa Seventy Seven only) as per enclosed schedule of rates & quantities.

You are hereby authorized to commence the work on the strength of this letter to ensure completion of the work within 24 (Twenty Four) months time as per condition of the tender and in this regard, you may contact to the undersigned to undertake the work early.

You are required to submit a Performance Guarantee in the form of an irrevocable Bank Guarantee (proforma enclosed) for an amount equal to 5% of the contract value (i.e. for ₹. 1,68,550.00 (Rupees One Lakh Sixty Eight Thousand Five Hundred & Fifty only) within 30 (thirty) days time [penal interest of 15% per annum shall be charged for the delay beyond 30 (thirty) days i.e. from 31st day and upto 60 (sixty) days] as per clause 36.0 (Performance Guarantee) of the tender document from the date of issue of this letter of acceptance. In case you fail to submit the requisite Performance Guarantee even after 60 (sixty) days from the date of issue of this acceptance letter, the contract shall be terminated duly forfeiting EMD and other dues against the contract and you will be debarred from participating in re-tender for this work. Please note that the validity of BG bond should be 60 days beyond stipulated completion period of the contract as per tender condition

The total security deposit for this work will be ₹. 1,68,550.00 (Rupees One Lakh Sixty Eight Thousand Five Hundred & Fifty only) (i.e. 5% of the contract value). The Earnest Money of ₹. 92,906.00 (Rupees Ninety Two Thousand Nine Hundred & Six only) deposited by you along with the tender has been retained as part of initial security deposit. The balance security deposit money of ₹.75,644.00 (Rupees Seventy Five Thousand Six Hundred & Forty Four only) may be deposited by you in cash, otherwise it will be recovered from the running bills of the contract as per condition of the tender.

You are requested to submit a programme of work as to how you propose to complete the work within the stipulated time in accordance with the acceptance letter.

You are requested to attend this office to execute formal Contract Agreement of the work, only after acceptance of the Performance Guarantee for which the documents are being made ready for your signature.

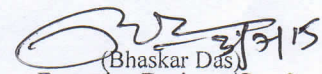
This acceptance letter shall be legal and enforceable contract between you and Railway. If you fail to execute the work or fail to execute formal Contract Agreement in accordance with the stipulation in the acceptance letter, it would make you liable for breach of the contract and Railway Administration shall be entitled to take recourse to any action as deemed fit in accordance with stipulation of the tender.

While every care has been taken to fully incorporate the decision of the Accepting Authority regarding acceptance of your offer, the Railway administration reserves the rights to correct the inadvertent mistakes which may have occurred in communication of the accepted rates and other terms and condition at the time of signing the formal Contract agreement between the Contractor and the Railway Administration.

An additional copy of this Acceptance Letter is also enclosed herewith, which may be returned duly signed in all pages for binding contract.

DA: i) Schedule of items of works, quantities & accepted rates. ii) Proforma of B.G. bond for Performance Guarantee. iii) Additional copy of this Acceptance Letter.

Yours faithfully,


(Bhaskar Das)

Executive Engineer/Con-3,
N.F.Railway, Agartala.

For and on behalf of the President of India.



DELHI PUBLIC SCHOOL

(Under the aegis of the Delhi Public School Society, New Delhi)
(ISO 9001 : 2008 Certified)

NO: DPS/SEC & CLASS IV STAFF/004/2016

9 January 2017

HRD Commercial & Industrial Security Force Pvt. Ltd
S. T. Road, Badarpur,
P.O. Badarpurghat: Dist: Karimganj
Pin: 788803
Near State Bank of India, Badarpur.
ASSAM

TENDER NO: DPS/SEC & CLASS IV STAFF/004/2016

PROVIDING SECURITY SERVICES ON ROUND THE CLOCK BASIS (24 HOURS A DAY) AND THROUGH OUT THE YEAR AND CLASS IV STAFF (MALE & FEMALE) TO WORK AS PER THE SCHEDULE OF SERVICES THROUGH OUT THE YEAR WITH ABLE NUMBER OF WORK PERSONS AT DELHI PUBLIC SCHOOL, DULIAJAN.

Dear Sir,

With reference to your offer on the above, we have the pleasure in awarding you a contract for supply and services of 34 (thirty four) nos. of labour at the rates as specified in your quotation for the period of 2 (two) years extendable by another 1 (one) year at the same rates, terms and conditions, subject to satisfactory performing and suitable services for the time being.

The rates payable to you for rendering the Security services & Class IV Staffs against the aforesaid agreement are given below:

Supply of Watch and Ward (without arms)

(A)

Sl.No	Description of Service	No. of persons	Minimum wages per day
01	Supervisor (watch and ward)	01	₹ 350.00
02	Head Guard (watch and ward)	02	₹ 280.00
03	Security Guard (watch and ward)	07	₹ 240.00

Supply of Class IV Staff/ Labour

(B)

Sl.No	Description of Service	No. of persons	Minimum wages per day
04	Cook	01	₹ 350.00
05	Peon, Sweeping, Cleaning and Gardening	23	₹ 240.00

(C) Handling/Admn. Charges 5% of wages only.

Above rates are exclusive of the applicable Service Tax.

OIL INDIA LIMITED, DULIAJAN 786 602, DIST. DIBRUGARH, ASSAM

Tel : (0374) 2802676, Fax : (0374) 2802676

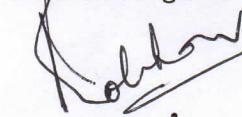
website : www.dpsduliajan.in, e-mail : principal_dpsdjin@oilindia.in

Kindly arrange to take immediate action as stated below:

- i) Return the duplicate copy of this letter duly signed by you in token of acceptance of the offer.
- ii) You are requested to bring all the original documents in support of the documents submitted by you in your bid for final verification.
- iii) Furnish a Bank Guarantee for an amount of ₹ 64846/- only in favour of DELHI PUBLIC SCHOOL, payable at Duliagan from any Nationalised Bank to the office of the undersigned. This security Deposit shall not carry any interest and will be refunded to you after satisfactory completion of the entire tenure of the agreement including any extension under the above contract. On receipt of the above order, you will be required to sign the formal agreement and your earlier deposited EMD will be refunded with due adjustments, if any. A copy of the format is enclosed for your information and necessary action, please.
- iv) You are requested to attend the office of the undersigned on or before 11th January 2017 with the original deposit receipt to sign the formal agreement.

Please acknowledge receipt.

With kind regards



Jenifa Sobhan
Principal i/c

GUWAHATI SMART CITY LTD.

(CIN U45309AS2016SGC017403)

Statfed Building, Bhangagarh, Guwahati-781005

E-mail: mdsmartguwahati@gmail.com
Website: www.escdal.in

Tel: 0361-2529650/9824
Fax: 0361-2529991

No. SPV/GSCDAL/HR (A)/1/2016/ 56

Dated: 29/06/2017

WORK ORDER.

To : **HRD Commercial & Industrial Security Force Pvt. Ltd.**
Lachit Lane, H. No. 04
Rajgarh Road,
Guwahati-7.

Sub : **Tender of providing manpower on outsourcing to Guwahati Smart City Ltd.**

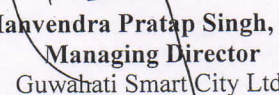
Ref : NIT No. SPV/GSCDAL/GEN/7/2016/14 dated 17/03/2017.

With reference to the above, the Authority is pleased to allot you the work *as per* subject cited above subject to the following conditions:

1. Name of the work : Providing manpower on outsourcing to Guwahati Smart City Ltd.
2. Item of work : As Tendered *vide* NIT No.
SPV/GSCDAL/GEN/7/2016/14 dated 17/03/2017
3. Time : For a period of 1 (one) year stating from
1st July 2017 to 30th June 2018.
4. Value of work : As per **Annexure -II**
5. Payment & Taxes : Payment shall be paid on monthly basis. Price is inclusive of all taxes.
6. General Terms and conditions : Attached as **Annexure-I**

You are to perform the work concerned conforming to the general terms and conditions, and submit bill accordingly. Payment of your bill shall be on the basis of your performance – as recorded by our monitoring committee.

This work order is sent in duplicate. You shall sign the duplicate copy and the General Terms and Conditions (*i.e.* Annexure I), Manpower Supply Service Commission – Price Break up (*i.e.* Annexure II) *along with* the Acceptance Certificate of the Contract (*i.e.* Annexure III); and shall return the same to us for acceptance.


(Manvendra Pratap Singh, IAS)
Managing Director
Guwahati Smart City Ltd.

Memo No SPV/GSCDAL/HR (A)/1/2016/

Dated: /06/2017

1. Chief Finance Officer, GSCL – *for information.*


Managing Director
Guwahati Smart City Ltd.