

F.No.11.1(3)/2021-M&M
GOVERNMENT OF INDIA
UNION PUBLIC SERVICE COMMISSION
NEW DELHI

E-TENDER NOTICE

FOR DEPLOYMENT OF MONKEY HANDLER IN UPSC

EMD to be submitted of Rs. 20,000/- (Rupees Twenty Thousand only).

Interested parties may view and download the tender document containing the detailed terms & conditions, free of cost from the website <http://upsc.gov.in>

CRITICAL DATE SHEET

Open Tender Notice	:	F.NO. 11.1(3)/2021-M&M
Name of Organization	:	Union Public Service Commission
Date of Issue/Publishing	:	12.04.21 at 1700 Hrs
Document Download Start Date	:	12.04.21 at 1730 Hrs
Document Download End Date	:	27.04.21 at 1500 Hrs
Last Date for Submission of Bids	:	27.04.21 at 1500 Hrs
Date of Opening of Bids	:	27.04.21 at 1600 Hrs
Address for Communication No.101,	:	Under Secretary (G-I), Room UPSC, Ayog Sachivalaya Building., Dholpur House, Sahajahan Road, New Delhi – 110069
Website	:	http://upsc.gov.in

(Anil Kumar)
Under Secretary (G-I)
Union Public Service Commission

F.No.11.1(3)/2021-M&M
Dholpur House, Shahjahan Road
New Delhi - 110 069

To

Date 09-04-2021

Sub : Notice inviting tender for deployment of Monkey Handler in UPSC.

Dear Sir,

Sealed quotations are invited for deployment of Monkey Handler(s) in UPSC Premises to drive away monkeys from UPSC complex including floors/terrace of the building etc. The area of operation may be seen by visiting this office on any working day from 3.00 PM to 4.00 PM between 19.04.2021 to 20.04.2021 after confirmation on telephone number 011-23388418.

2. The BID shall be submitted in a sealed cover duly superscribed "Bid for **Deployment of Two Monkey Handlers in UPSC** addressed to Shri Anil Kumar, Under Secretary (G-I), by name latest by 27.04.2021 at 3.00 PM and dropped in the tender box kept at Reception Counter, at Gate "C" of this office or sent by Registered Post so as to reach the undersigned before the due date & time of submission of bids. In the event of the above date being declared as a holiday/closed day for this office, the tenders will be received/opened on the next working day of this office at the appointed time.

3. Earnest Money Deposit (EMD) of Rs.20,000/- in the form of Demand Draft / Pay Order / Banker's Cheque / F.D.R. in favour of Secretary U.P.S.C. payable at Delhi/New Delhi should be furnished with the NIT.

4. Successful bidder will have to deposit 7% of the total Cost as “Performance Security” in the form of Demand Draft/Pay order/F.D.R. drawn in favour of Secretary, UPSC. The “Performance Security” should be valid for a period of sixty days beyond the date of completion of all contractual obligations. However, EMD would be refunded to the successful bidder on receipt of the “Performance Security”.

5. The NIT will be opened at 4 PM on 27.04.2021 in the room of the undersigned in the presence of bidders or their representatives who may wish to be present.

6. **Scope of work:-**

(i) The Monkey Handler Contractor will provide Two Monkey Handlers one for shift I and the other for shift II on monthly **(7 days a week) basis, specializing in the art of using langoor voices in the area to ward off monkeys.**

(ii) The timing for providing the services of monkey handlers will be as depicted in the following Table:

SI No.	Shifts	Timing of deployment
1	Shift I	During working hour (09:30 AM - 06:30 PM)
2	Shift II (in two slots)	(In two slots) (Slot-I (06:30 PM - 11:30 PM) Slot-II (05:30 AM - 09:30 AM)]

Note: The Monkey Handler Contractor will ensure that on duty Monkey Handler will leave for the day only after his successor/reliever reports for duty.

(iii) The monkey handlers deployed in UPSC Premises will mark his attendance in M&M Section (Monday to Friday) and on Saturday & Sunday/Govt. Holidays he will mark his attendance at Gate No.2 or as advised by UPSC.

(iv) In case the Monkey Handler Contractor fails to provide the satisfactory services and is unable to prevent the monkey menace, his services are liable to be terminated.

(v) The deployment of Monkey Handlers will be supervised by the Chief EM&MO/Sr. EM&MO/Security Officer, UPSC.

(vi) The Monkey Handlers Contractor or his employee will be responsible to drive away/keep away monkey from the premises of UPSC Complex, keeping in view the instructions contained in Prevention of Cruelty to Animals Act, 1960 and amendments thereto.

(vii) The Monkey Handlers Contractor shall not frequently change his persons deployed in the Commission. The mobile numbers of the persons deployed in UPSC by the Monkey Handler Contractor will be circulated to all the sections of the Commission so that they can easily contact the monkey handler directly over phone, if his services are required at any point of time. The monkey handler on duty shall respond to the call immediately & assist the concerned officer without delay.

(viii) The Monkey Handlers Contractor will arrange medical aid in case there is any physical injury to the monkey handlers during the period of contract. No additional expenses of any kind would be borne by the Commission.

(ix) The Commission will not be responsible for any kind of injury to the Monkey Handler while at work.

(x) The engagement of Monkey Handler Contractor will be for a minimum period of one year. During the period of contract, the Monkey Handler Contractor will provide two Monkey Handlers as per details explained in 6(ii).

Eligibility criteria:-

7. The Agency/Contractor applying should possess valid Income Tax PAN No. A copy of PAN Card must be annexed with Bid documents.

8. The Agency/Contractor applying should possess and enclose a copy of Aadhar Card.

9. The Agency/Contractor should have experience of providing such services in Government Ministries/Departments or large private/public sector undertakings, for a minimum period of one year. A copy of experience certificate must be annexed with Bid document.

Risk Purchase Clause:

10. If the Agency/Contractor after submission of tender and due acceptance of the same i.e. after the placement of order fails to abide by the terms and conditions of this tender document, or fails to provide services/supply the materials as per work/delivery schedule given or at any time repudiates the contract, the UPSC will have the right to forfeit the EMD or invoke the Performance Security deposited by the Bidder and procure the services from other agencies at the risk and consequence of the supplier. The cost difference between the alternative arrangement and Bidder's tender value will be recovered from the Bidder along with other incidental charges including taxes, insurance etc. In case, UPSC is forced to procure the Services / material through alternative sources and if procurement price is lower, no benefit on this account would be passed on to the Bidder

General Terms

11. The deployment of Monkey Handlers in the UPSC Premises will be on the instruction of Chief EM&MO/ Sr. EM&MO/Security Officer, UPSC. During working days, the Monkey Handler(s) deployed in the UPSC premises will mark his attendance in M&M Section. On Saturday/Sunday/Govt. Holidays he will mark his attendance at Gate no.2 or as advised by Chief EM&MO/Sr. EM&MO/Security Officer.

12. The deployment of Monkey Handlers in the UPSC Premises during exam days, Saturday, Sundays will be supervised by the Chief EM&MO/Sr. EM&MO/Security Officer, UPSC. In the absence of Chief EM&MO/Sr. EM&MO/Security Officer, the night duty/day duty cum fire fighting duty officials deputed may verify the attendance of Monkey Handler at Gate No. 2.

13. Income Tax will be deducted at source from the Contractor's / Agency's bills in terms of Section 194 of the Income Tax Act.

14. The contract will be valid for a period of one year and the date of commencement shall be reckoned from the 7th day of issue of Award Letter to successful bidder.

15. If the Competent Authority so desires, the contract can be extended for a further period of two years on the same rate, terms and conditions if performance of firm/contractor is found to be satisfactory by the Commission.

Evaluation of Bids:

16. The Agency/Contractor shall quote for all the works mentioned in the NIT in **Annexure I** L-1 firm will be decided on the basis of overall rates quoted in the NIT for both the shifts. Bids received without quoting for both the shifts will be rejected. Bid must be supported with documents required as per check list given in Annexure II. Bid received without supporting documents will be rejected.

17. Rates quoted by the Agency/Contractor should not exceed the rates charged by the bidder for similar services from other Government Organisations. A certificate to this effect should be incorporated in the bills to be submitted for payment.

Payment :

18. The payment will be made on monthly basis on production of a bill. In case of absence on any day, deduction on pro-rata basis would be made from the month's bill. The monthly charges for handling monkey menace will be released on the basis of Monthly Performance Certificate and attendance of each individual issued by the Sr. EM&MO/Security Officer.

19. In case it is observed that the services are not provided as per scope of work and the terms and conditions as per NIT, the laid down schedule or if at any point of time, it is observed that the firm is not adhering to the calls of the UPSC, then UPSC will have the right to deduct the payment from the bill of the Agency/Contractor for the services not provided.

20. The job carried out shall be to the satisfaction of the Commission after getting certification from the Commission. In case of unsatisfactory performance deduction @ 10% of the total bill for the said relevant month shall be made. Depending upon the severity of negligence, the Commission reserves the right to blacklist the agency and forfeit its Performance Security.

21. The Secretary, Union Public Service Commission reserves the right to accept or reject any tender in full or in part. The decision of the Secretary, Union Public Service Commission in this regard shall be final and binding on the firm.

22. The work shall be undertaken only by the persons/operators authorised by the Commission in order to maintain the security of the UPSC. The Agency/Contractor shall provide list of authorised employees in advance with their credentials to the Commission.

23. The approximate value of the Tender is Rs. 5 Lakh.

(Anil Kumar)
Under Secretary(G-I)
Ph.011-23388418

Annexure I

Notice Inviting Tender for

Deployment of Monkey Handler

Sr. No	Timings for deployment	Monthly Consolidated Rates
1.	Shift I (09:30 AM - 06:30 PM)	
2.	Shift II (in two slots) Slot-I (06:30 PM - 11:30 PM) and Slot-II (05:30 AM - 09:30 AM)]	
3.	Overall Rate (for both the shifts) (1+2)	

Signature of the Contractor/Agency

Annexure - II

Check list

Sl. No.	Documents to be annexed	Tick whichever is applicable
1.	EMD of Rs.20,000/-	Yes
2.	Copy of PAN Card No	Yes
3.	Copy of Aadhar Card	Yes
4.	Copy of experience certificate	Yes
5.	Price Bid (In Annexure I)	Yes