

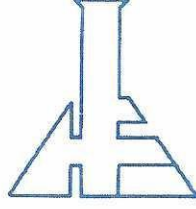
हिन्दुस्तान फ्लूरोकार्बन्स लिमिटेड

हिन्दुस्तान ऑर्गेनिक केमिकल्स लिमिटेड की सहायक कंपनी
(भारत सरकार का उद्यम)

पंजीकृत कार्यालय: 303, 3तल, बाबूखान एस्टेट,
बशीरबाग, हैदराबाद - 500 001 तेलंगाना भारत

वेबसाइट: www.hfl.co.in

ई-मेल: hiflonpurchase@gmail.com
hfl.finance@gmail.com



HINDUSTAN FLUOROCARBONS LIMITED

A Subsidiary of Hindustan Organic Chemicals Ltd.
(A Govt. of India Enterprise)

Regd. Office:

303, 3rd Floor, Babukhan Estate, Basheerbagh,
Hyderabad - 500 001 Telangana, INDIA

Website: www.hfl.co.in

E-mail: hiflonpurchase@gmail.com
hfl.finance@gmail.com

CIN-L25206TG1983PLC004037

HF/PERS/SECURITY/ENQ/QUOTATION/001/2024

Date: 24.07.2024.

M/s

Dear Sirs,

Sub : Quotation for providing of Security Services at our factory at Rudraram (Vill.)
Mandal Patancheru, District Sangareddy by supplying 07 Security Guards
-reg.

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M/s Hindustan Fluorocarbons Limited (HFL), A Govt. of India Enterprises is located at Ganeshgadda, Rudraram Village, Mandal Patancheru District Sangareddy, which is 45 KMs away from Twin Cities of Hyderabad and Secunderabad on National High Way No.65 (Old No.9) and its Registered Officer is at 303, 3rd Floor, Babukhan Estate, Basheerbagh, Hyderabad – 500 001, Telangana State.

The Government of India has closed down the operations of our factory in 2020. All the plants and machinery and other equipments were disposed off and the land is vacant. The total factory vacant area is 126 Acres 13 Guntas. The total area of Ac. 126.13 guntas of factory is having compound wall. We are in look out for a reputed agency, which can provide round the clock Security Guards to safeguard the above property from trespassers.

The Agency should comply with the Wages, PF Rules and ESI Rules applicable for "Employment of Watch and Ward (Without Arms)" as per Labour Commissioner (Central) rules for "C" class areas.

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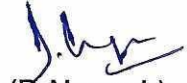
फैक्टरी: रुद्रराम डाकघर, संगारेड्डी जिला, तेलंगाना भारत. पिन - 502 329.
Factory: P.O. Rudraram, Dist. Sangareddy, Telangana INDIA Pin: 502 329.
हिन्दी में पत्राचार का स्वागत है।

-2-

The Security Agency can collect the Tender Form from our Office from 24.07.2024 by paying Tender Form cost of Rs.1000/- by way of DD drawn in favour of Hindustan Fluorocarbons Limited, the Agency whoever downloads the Tender form from our website should submit the tender form cost alongwith their quotation. The quotations should be submitted before 4.00 PM of Date: 17.08.2024 . Tender Forms received without DD and received after due date will be rejected.

Thanking you,

Yours faithfully,
For HINDUSTAN FLUOROCARBONS LTD



(D Nagesh)
DGM (Matls/Fin/HR/Mktg)

HINDUSTAN FLUOROCARBONS LTD.
303, 3rd Floor, BABUKHAN ESTATE,
BASHEERBAGH,
HYDERABAD-500 001, TELANGANA STATE

HINDUSTAN FLUOROCARBONS LIMITED

HF/PERS/SEC/2024/

Date: 24.07.2024

TENDER FORM

TENDER NO. HF/PERS/SECURITY/ENQ/QUOTATION/001/2024/ DATE:24.07.2024

DUE DATE: 17.08.2024.

Sub : Providing Security Services to our factory at Rudraram.

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M/s Hindustan Fluorocarbons Limited (HFL), A Govt. of India Enterprises is located at Ganeshgadda, Rudraram Village, Mandal Patancheru, District Sangareddy, which is 45 KMs away from Twin Cities of Hyderabad and Secunderabad on National High Way No.65 (Old No.9) and its Registered Officer is at 303, 3rd Floor, Babukhan Estate, Basheerbagh, Hyderabad – 500 001, Telangana State.

SCOPE OF WORK

The Government of India has closed down the operations of our factory in 2020. All the plants and machinery and other equipments were disposed off and the land is vacant. The total factory vacant area is 126 Acres 13 Guntas. The total area of Ac. 126.13 guntas of factory is having compound wall. We are in look out for a reputed agency, which can provide round the clock Security Guards to safeguard the above property from trespassers.

For undertaking the above work, we assessed the requirement of Security Personnel, which is as under –

Security Guards (Civilians) - 07 (06 at Factory + 01 at HFL Office, Hyderabad)

The above personnel deployed will be under the direct supervision of Company Official who is a company employee works under Personnel and Administration Department.

The Security Guards will be posted in A, B and C Shift as per requirement on the basis of 08 hours per shift.

PERIOD OF CONTRACT

Initially for a period of One Year and extendable by one more year on finding satisfactory performance on the same Terms and Conditions.

OTHER TERMS AND CONDITIONS

- The Agency offering itself to provide above services should have been registered with Government as per the laws in force.
- It should have capability to provide personnel as per our requirement as shown above.

HINDUSTAN FLUOROCARBONS LIMITED

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- The Agency should have registered PF, ESI Code Numbers and responsible for any other statutory requirements.
- The Agency should provide personnel with Good Physic and Medically fit. A fitness certificate from the outside Medical Officer for each person should be produced before deployment.
- The Agency should submit antecedents of individuals before deploying them to us.
- Wage Register to be maintained by the Contractor and a copy of the same should be submitted to the company every month.
- The Agency will be responsible to deploy personnel who can maintain Security Records at the gate and capable of registering the Incoming and Outgoing Vehicles, Men and Materials.
- The Agency should take care not to deploy local personnel and should be in a position to rotate personnel periodically and to replace as and when company requires for the reasons whatsoever may be.
- The Agency will be responsible to provide accommodation, food , uniform, transportation and Security Gadgets required such as Bicycle, Torches, Cells Sticks / Lati and Whistles etc;
- The Agency should provide Identity Cards, which will be countersigned by Company Officer.
- The Agency is responsible for payment of Wages to the deployed personnel and other statutory obligations as per payment of Wages Act. The Agency should be in a position to pay wages even if the payments from the Company gets delayed for the reasons whatsoever may be. The Minimum Wages is to be paid to the personnel as per the Minimum Wages Act applicable to the persons of "Watch and Ward (without arms)" issued by Chief Labour Commission (Central) from time to time.
- The Agency will be responsible to make the deployed personnel aware of the company rules and regulations and safety measure to be undertaken during the course of deployment.



HINDUSTAN FLUOROCARBONS LTD

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- If the Agency fails to provide less than 80% of the mandays required, a Penalty of Rs.2000/- will be deducted in the first month and thereafter Rs.5000/-, if it continues.
- For successful bidder a work order having detailed Terms and Conditions will be issued.

THE PAYMENT TERMS

The payment will be made by the company on monthly basis on production of monthly bill within 20 days of submission of bill for the actual number of mandays performed after deducting tax at source and other authorized deductions.

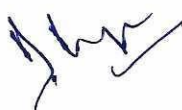
No advance will be considered for the reasons whatsoever may be.

EARNEST MONEY DEPOST (EMD)

The Agency intending to submit its quotation after having satisfied with the above Terms and Conditions should pay an EMD of Rs.10,000/- by way of DD payable to Hindustan Fluorocarbons Limited, which will be returned to un-successful bidders soon after tendering formalities are completed preferably within 30 days without any interest thereof.

The EMD amount of Rs.10,000/- of successful bidder will be kept with the company as Security Deposit throughout the contract period interest free and at the end of contract period the amount will be returned after adjusting any dues from the Agency. Unsatisfactory performance during the period of contract shall attract the penalty of Forfeiture of Security Deposit without any notice.

The Agency understood and satisfied with all the above Terms and Conditions and intending to submit its quotation should submit with the details as per Annexure to DGM (Matls/Fin/HR/Mktg), Hindustan Fluorocarbons Limited, 303, 3rd Floor, Babukhan Estate, Basheerbagh, Hyderabad, Telangana State in a Sealed Cover by superscribing "Quotation for Security Services" on or before 4.00 PM of 17.08.2024 by enclosing this Tender Form with the quotation.



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ANNEXURE-A

Regd.No.

TENDER FORM

TENDER No. HF/PERS/SECURITY/ENQ/QUOTATION/001/2024, DATE: 24.07.2024.
DUE DATE: 17.08.2024

1. Name of the Agency (in block letters) :

2. Address

3. Telephone Nos. / Mobile Nos. Fax no.if Any. :

4. Registration No. :

5. Name of the authorized person :

6. Strength of the Agency :

7. List of Clients (Enclose)
- a) Present :

- b) Past :

8. PF No. :

9. ESI Code No. :

10. Bankers Name and Address and A/c No. :

11. Details of EMD :

DATE:

SEAL AND SIGNATURE OF
AUTHORISED PERSON OF AGENCY

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ANNEXURE-B

Quotation to be submitted by the Tenderer as per the following Format on the Letter Head of the tenderer.

S.No	DESCRIPTION	Unarmed Security Guard
1.	Rate Per day including PF & ESI and EDLI.	
2.	Service Charges/Profit Margin	
3.	TOTAL	
4.	GST(at prevailing rate)	
5.	Total Charges/person/month (3+4)	
6	No of persons deployed in month	07
7	TOTAL(5x6)	
8	Total monthly wages	

DATE:

SEAL AND SIGNATURE OF
AUTHORISED PERSON OF AGENCY