

Website: [boudh.kvs.ac.in](http://boudh.kvs.ac.in)

केन्द्रीय विद्यालय बौद्ध  
पो - बौद्ध)७६२०१४(  
जिला - बौद्ध  
स्थापना - २००७  
(मानव संसाधन विकास मंत्रालय भारत सरकार के अधीनस्थ)



E-mail: [boudhkv1@gmail.com](mailto:boudhkv1@gmail.com)  
KV Code: 2065, Stn. Code: 596, Region Code:04  
& (06841) 223222  
**KENDRIYA VIDYALAYA BOUDH**  
PO: Boudh - 762014  
Distt. Boudh (Odisha)  
Estt. 2007  
(Under Min. of HRD, Govt. of India)

F. 15088/2065/KVB/2020/384

DATE- 14-07-2020

To  
M/S Loyal Security Service  
Plot No- 15, Banshi Vihar Patia  
PO: KIIT, P.S: Info City  
Bhubaneswar 751024

SPEED POST / E-Mail

Sub: Work Order for extension of Outsourcing services for Conservancy and Gardening at KV Boudh -reg.

Sir,

With reference to your Bid dated 05-07-2019, this is to inform you that 03 (three) Personnel for conservancy services and 01 (one) personnel for gardening services were engaged by your agency in K. V. Boudh, on outsourcing basis and accordingly, an agreement to that effect was made with your agency on 27-07-2019 which expires on 31-07-2020. In view of your consent letter, dated 26-05-2020, the undersigned extends the Outsourcing of Conservancy services to engage 03 (three) personnel and gardening services to engage 01 (one) personnel at K. V. Boudh for one year w.e.f. 01-08-2020 under the same terms and conditions as made in the agreement dtd. 27-07-2019 with the undersigned, subject to payment of wages as per the minimum wage fixed by the Ministry of Labour and Welfare, Govt. of India, from time to time.

You are, requested to deposit an amount of Rs. 56,000 (Rupees Fifty Six Thousand only) in the shape of demand draft drawn in favour of "VVN account, Kendriya Vidyalaya, Boudh" payable at Boudh, towards the security deposit, along with the necessary documents, like, fresh bio data with passport size photograph, police verification and medical certificate etc. of each personnel to be deployed by you under seal and signature of your agency at the time of making agreement for providing man power for Conservancy & Gardening services.

You are, therefore, requested to make the agreement on the non-judicial stamp paper with the Vidyalaya on or before 25<sup>th</sup> July 2020 for providing the above outsourced services to K. V. Boudh, from 01-08-2020 to 31-07-2021.

The following terms and conditions should be fulfilled at the time of engagement of personnel for the outsourced services at KV Boudh.

01. The Agency shall comply with all the rules and regulations applicable in the matter of such personnel as engaged by it. The identity card, the apron to the conservancy and shoes to the gardener must be provided by the agency.
02. The antecedents of all the workers will be get verified from the Police authority by the Agency and the verification report must be submitted to be Vidyalaya at the time of deployment of workers as per KVS (HQ) New Delhi letter No. F.5-3/2001- KVS (Admn.-I)/1059 dated 18/22.09.2008.
03. Insurance and accident risks of the workers will be the responsibility of the Agency. The proof of insurance along with the clause for accident coverage should be submitted.
04. All the personnel of the Agency shall be free from infectious disease. Medical certificate to this effect would be submitted.

P.T.O


Following documents in original are to be submitted for verification along with attested copies to be retained in this Vidyalaya.

1. Brief profile of the company and evidence to establish that the bidder has successfully executed contracts of similar nature and magnitude in the last 3 (three) years.
2. Audited Balance Sheet & Profit and Loss Account
3. List of clientele during last 3 years along with cost of assignment.
4. PAN No. and current IT clearance certificate.
5. Attested copy of proof of EPF registration.
6. Attested copy of proof of ESI registration.
7. Attested copy of proof of GST Registration.
8. License to engage persons from the competent authority.

**Other Mandatory Requirements:**

01. The Agency's workers shall not disturb the employees of Kendriya Vidyalaya or make any sort of noise in the school premises.
02. The Agency's workers shall be polite, courteous, well behaved and honest.
03. The Agency shall be fully responsible and liable for any theft, burglary fire or any other mischievous deed done by its workers.
04. The Agency's workers shall not enter into any unlawful activity within the KV premises and shall have a good moral character.
05. The Kendriya Vidyalaya shall have the right to impose cash penalty on the agency or deduct such amount from its Security deposit in case the Kendriya Vidyalaya is put to any financial loss directly or indirectly by any act of omission or commission on the part of Agency's workers.
06. The Agency shall be directly responsible for the payment of wages prescribed by the Govt. of Odisha or Govt. of India whichever is higher and will include such other benefits as may be available to its employees under the relevant Acts and Regulations. The Kendriya Vidyalaya shall not entertain any such claim of the person employed by the agency and shall not be liable for it.
07. The Agency shall in no case transfer the services it is required to perform under this agreement to any other agency or person without prior permission from the Kendriya Vidyalaya in writing.
08. The Agency shall employ sufficient number of workers to ensure that the work is done in time to the satisfaction of the authority to supervise the work.
09. Kendriya Vidyalaya Boudh reserves the right to order any worker of the agency to leave the premises of the Kendriya Vidyalaya Boudh if his presence at any time is undesirable.

Yours faithfully

  
07.2020  
प्राचार्य/PRINCIPAL  
केन्द्रीय विद्यालय  
KENDRIYA VIDYALAYA  
बौध BOUDH

प्राचार्य / PRINCIPAL  
के.वी.बौध (उडीशा) - ७६२०१४  
K.V. Boudh, (ORISSA)- 762014

with  
site: boudh.kvs.ac.in

केन्द्रीय विद्यालय बौद्ध  
पो - बौद्ध) ७६२०१४(  
जिला - बौद्ध  
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(मानव संसाधन विकास मंत्रालय भारत सरकार के अधीनस्थ)



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PO: Boudh - 762014

Distt. Boudh (Odisha)

Estt. 2007

(Under Min. of HRD, Govt. of India)

F.15088/2065/KVB/2020/383

DATE- 14-07-2020

To  
M/S Sai Intelligence Service  
PLOT NO. N/2-144  
IRC Village, Bhubaneswar- 751015

**SPEED-POST / E-mail**

Sub: Work Order for extension of Outsourcing services for Security at KV Boudh-reg.  
Sir,

With reference to your Bid dated 05-07-2019, this is to inform you that 04 (four) Personnel for security services were engaged by your agency in K. V. Boudh, on outsourcing basis and accordingly, an agreement to that effect was made with your agency on 29-07-2019 which expires on 31-07-2020. In view of your consent letter, dated 01-06-2020, the undersigned extends the Outsourcing of security services to engage 04 (four) personnel to engage at K. V. Boudh for one year w.e.f. 01-08-2020 under the same terms and conditions as made in the agreement dtd. 29-07-2019 with the undersigned, subject to payment of wages as per the minimum wage fixed by the Ministry of Labour and Welfare, Govt. of India, from time to time.

You are requested to deposit an amount of Rs. 95,000 (Rupees Ninety Five Thousand only) in the shape of demand draft in favour of "VVN account of Kendriya Vidyalaya, Boudh" payable at Boudh towards security deposit along with necessary documents like fresh bio data with passport size photograph, police verification and medical certificate etc. of each personnel to be deployed by you under seal and signature of your agency at the time of making agreement for providing man power for security services.

You are therefore requested to make the agreement on the non-judicial stamp paper with the Vidyalaya on or before 25<sup>th</sup> July 2020 for providing the above outsourced services to K.V. Boudh from 01-08-2020 to 31-07-2021.

The following terms and conditions should be fulfilled at the time of engagement of personnel for security services at KV Boudh.

01. The Agency shall comply with all the rules and regulations applicable in the matter of such workers are engaged by it. The duty hours of each security guard must not exceed 8 hours a day. The identity card, torch and the uniform must be provided by the agency.
02. The antecedents of all the workers will be get verified from the Police authority by the Agency and the verification report must be submitted to be Vidyalaya at the time of deployment of workers as per KVS (HQ) New Delhi letter No. F.5-3/2001- KVS (Admn.-I)/1059 dated 18/22.09.2008.
03. Insurance and accident risks of the workers will be the responsibility of the Agency. The proof of insurance along with the clause for accident coverage should be submitted.
04. All the personnel of the Agency shall be free from infectious disease. Medical certificate to this effect would be submitted.

P.T.O

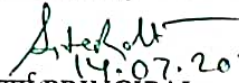
Following documents in original are to be submitted for verification along with attested copies to be retained in the Vidyalaya.

1. Brief profile of the company and evidence to establish that the bidder has successfully executed contracts of similar nature and magnitude in the last 3 (three) years.
2. Audited Balance Sheet & Profit and Loss Account
3. List of clientele during last 3 years along with cost of assignment.
4. PAN No. and current IT clearance certificate.
5. Attested copy of proof of EPF registration.
6. Attested copy of proof of ESI registration.
7. Attested copy of proof of GST Registration.
8. License to engage in the business of private security agency from Odisha police, Intelligence department, Bhubaneswar with validity (PSARA certificate).

**Other Mandatory Requirements:**

01. The Agency's shall not disturb the employees of Kendriya Vidyalaya Boudh or make any sort of noise in the school premises.
02. The Agency's workers shall be polite, courteous, well behaved and honest.
03. The Agency shall be fully responsible and liable for any theft, burglary fire or any other mischievous deed done by its workers.
04. The Agency's workers shall not enter into any unlawful activity within the KV premises and shall have a good moral character.
05. The Kendriya Vidyalaya shall have the right to impose cash penalty on the agency or deduct such amounts from its Security deposit in case the Kendriya Vidyalaya is put to any financial loss directly or indirectly by any act of omission or commission on the part of Agency's workers.
06. The Agency shall be directly responsible for the payment of wages prescribed by the Govt. of India or Govt. of Odisha whichever is higher and will include such other benefits as may be available to its employees under the relevant Acts and Regulations. The Kendriya Vidyalaya shall not entertain any such claim of the person employed by the agency and shall not be liable for it.
07. The Agency shall in no case transfer the services it is required to perform under this agreement to any other agency or person without prior permission from the Kendriya Vidyalaya in writing.
08. The Agency shall employ sufficient number of workers to ensure that the work is done in time to the satisfaction of the authority to supervise the work.
09. Kendriya Vidyalaya Boudh reserves the right to order any worker of the agency to leave the premises of Kendriya Vidyalaya Boudh if his presence at any time is undesirable.

Yours faithfully

  
14.07.2020

प्राचार्य/PRINCIPAL

केन्द्रीय विद्यालय

KENDRIYA VIDYALAYA

बौद्ध/BOUDH

प्राचार्य / PRINCIPAL

के.वी.बौद्ध (उडीशा) - ७६२०१४

K.V. Boudh, (ORISSA)- 762014