

**ANNEXURE 'C'**

**LIST SHOWING THE EDUCATIONAL QUALIFICATIONS, EXPERIENCE OF STAFF TO BE PROVIDED BY THE SERVICE PROVIDER FOR OUTSOURCING.**

S.No.	Category of post	Qualification & Experience	Requirement of manpower
1.	Electrician	i) Certificate course of Electrical Trade from Industrial Training Institute ii) Knowledge for Hindi upto Matric Standard	20
2.	Helper to Electrician	i) Middle Class ii) Two Years experience as helper to Electrician iii) Knowledge for Hindi upto Middle Standard	22
3.	Helper (Enforcement Wing)	i) Middle Class ii) Two Years experience as helper to Electrician iii) Knowledge for Hindi upto Middle Standard <b><u>Physical criteria</u></b> (i) Height = 160 cm (ii) Chest = 80 cm	20
4.	Helper (Maintenance Wing)	i) Middle Class ii) Two Years experience as helper to Electrician iii) Knowledge for Hindi upto Middle Standard	15
5.	Supervisor for Enforcement Wing	i) 10 + 2 ii) Two years experience as Supervisor iii) Knowledge of Hindi upto Matric Standard	2
6.	Fireman	i) Matriculation ii) Passed basis course in Elementary Fire Fighting from the Haryana State Fire Fighting Training Centre iii) Knowledge of Hindi upto Matric Standard	18
7.	Driver	i) Matriculation with Driving License of Heavy Vehicle ii) Five Year experience of Driving iii) Knowledge of Hindi upto Matric Standard	18

## **ANNEXURE – A BANK GUARANTEE**

Whereas Municipal Corporation, Panchkula (hereinafter referred to as the Owner) which expression shall unless repugnant to the Context, include its legal representative, successors, and assign entered into a Security Services Contract (hereinafter referred to as the Contract) with M/s (hereinafter referred to as the Service Provider) which expression shall unless repugnant to the contest, include its legal Representative, successors, and assigns based on the terms and conditions in the Contract.

AND WHEREAS by the said contract, the owner has agreed to pay and Service Provider for the works carried out by the said Service Provider in terms of the said contract for Security Services.

We, M/s \_\_\_\_\_ (hereinafter called 'the bank') at the request of the Service Provider do, as a primary obligator and not merely as surely, hereby irrevocably, unconditionally and absolutely undertake against any loss or damage caused or suffered by the Owner by reason of any failure of the Service Provider to perform and omission or negligence to perform any part of its obligations to the satisfaction of the Owner in terms of the Contract.

We, the bank, do hereby undertake to pay the amount due and payable under this guarantee without any demur merely on a demand from the Owner stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Owner by reason of any breach by the said Service Provider of any of the terms and conditions contained in a said contract or by reason of the Service Provider's failure or omission or negligence to perform the said contract or any part thereof. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this guarantee, which shall not be considered as satisfied by any intermediate payment or satisfaction of any part of or obligation hereunder. However, our liability under this guarantee shall be restricted to an amount not exceeding one month salary of staff employed.

We, the bank, undertake to pay to the Owner any amount so demanded by the Owner, notwithstanding.

1. Any dispute or difference between the Owner and Service Provider or any other person or between the Service Provider or any person or any suit or proceeding pending before any court of tribunal or arbitrator relating thereto or
2. The invalidity, irregularity or unenforceability of the contract or
3. Any other circumstances, which might otherwise constitute discharge of this guarantee, including any act or omission or commission on the part of the Owner to enforce the obligations by the Service Provider or any other person for any reason whatsoever.

We, the bank, further agree that the guarantee therein contained shall be continued one and remain in full force and effect during the period that would be taken for the performance of the said contract and that it shall continue to be enforceable till all dues of the Owner under or by virtue of the said contract have been fully paid and its claims satisfied or discharged or till the office of the Commissioner, Municipal Corporation, Panchkula that the terms and conditions of the said contract have been fully and promptly carried out by the said Service Provider and accordingly discharges this guarantee.

We, the bank, hereby agree and undertake that any claim which the bank may have against the Service Provider shall be subject to and subordinate to the prior payment and performance in full of all the obligations of the bank hereunder and the bank will not, without prior written consent of the Owner, exercise any legal rights or remedies of any kind in respect of any such payment or

performance so long as the obligations of the bank hereunder remain owing and outstanding, regardless of the insolvency, liquidation or bankruptcy of the Service Provider or otherwise whosoever. We, the bank, will not counter claim or set off against its liabilities to the Owner hereunder any sum outstanding to the credit of the Owner with it.

We, the bank further agree with the Owner that the Owner shall have the fullest liberty without our consent and without affecting in any manner obligations hereunder to vary any of the terms and conditions of the said contract or to extend time of performance by the said Service Provider from time to time or to postpone for any time or from time to time and of the powers exercisable by the Owner against the said Service Provider and forbear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Service Provider or for any forbearance, act or omission on the part of the Owner or any indulgence by the Owner to the said Service Provider or by any such matter or thing whatsoever which under the law relating to sureties would, but for the provision, have effected of so relieving us.

This guarantee will not be discharged due to the change in the constitution of the bank or the Service Provider.

We, the bank, lastly undertake not to revoke this guarantee during its currently except with the previous consent of the Owner in writing.

The disputes relating to this bank guarantee shall be resolved as per the terms and conditions of the contract.

This Bank Guarantee amounting to Rs. .... will be valid upto ..... And Bank will not entertain any claim thereafter.

Place:  
Date:

Signature and seal of the Bank

## **ANNEXURE – B**

### **AFFIDAVIT**

I \_\_\_\_\_ S/o \_\_\_\_\_ resident \_\_\_\_\_ district \_\_\_\_\_  
Service Provider/Partner/Sole Proprietor (Strike off word which is not applicable) of the firm M/s  
\_\_\_\_\_ do hereby solemnly affirm and declare that (1) our firm/company is not blacklisted by  
Government or any organization (2) any individual/firm companies blacklisted by the Union Govt. or UT  
Government or any partner or shareholder thereof is / are not directly or indirectly connected with or has  
any subsisting interest in the business of my our above said firm.

### **D E P O N E N T**

**Dated** \_\_\_\_\_

**Place** \_\_\_\_\_

I hereby solemnly declare and affirm that the above declaration is true and correct to the best of my  
knowledge and belief. No part of it is false and it conceals nothing.

**Dated** \_\_\_\_\_

**D E P O N E N T**