

SEEPZ SPECIAL ECONOMIC ZONE

ANDHERI (EAST), MUMBAI.

AGENDA FOR THE 38th MEETING OF THE SEEPZ
SPECIAL ECONOMIC ZONE AUTHORITY

VENUE: Conference Hall, SEEPZ Service Center Building,
2nd Floor, SEEPZ-SEZ, Andheri (East), Mumbai.

DATE: 28th November, 2019

TIME: 11.00 A.M.

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Agenda Item No.	Description
Agenda Item No. 1	Confirmation of the Minutes of the last meeting held on 24.10.2019.
Agenda Item No. 2	Engaging Executive for Legal Matters.
Agenda Item No. 3	Hiring Security Services for SEEPZ SEZ along with SEEPZ SEZ Residential Complex (Govt. Quarters) for the year 2019-20
Agenda Item No. 4	Approval of estimate for the Day-to-Day maintenance of the SEEPZ Zone and Staff Quarters.

MINUTES OF THE 37TH AUTHORITY MEETING HELD ON 24.10.2019
UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER &
CHAIRPERSON, SEEPZ-SEZ AUTHORITY.

The following were present:

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| (i) | Shri Devendra Singh
Dy. DGFT, Mumbai | - | Member |
| (ii) | Shri. Shishir B Nevatia
Director, M/s. Sunjewels Pvt. Ltd. | - | Member |
| (iii) | Shri C.P.S. Chauhan
JDC, SEEPZ-SEZ | - | Member/Secretary |
| (iv) | Shri Keshav Jadhav
ADC (Estate) | | |
| (v) | Shri Raju Kumar
ADC (Admn.) | | |

The Chairperson welcomed the Members of the SEEPZ-SEZ Authority and thereafter Agenda was taken up for discussion.

Confirmation of the Minutes of the 37th Meeting held on 20.09.2019.

The Minutes of the meeting held on 20.09.2019 were with consensus.

Agenda Item No. 1: Proposal for AMC for Operation and Maintenance of 5 TPD
"NISARGRUNA" Bio-as Plant

The Authority was briefed about the functionality, operation and maintenance of the existing Bio-gas Plant and the generation of gas from the wet waste.

After deliberation, the Authority approved the proposal of AMC for Operation and Maintenance of 5 TPD "NISARGRUNA" Bio-gas Plant granted awarded to M/s. Aviplast for a period of three years w.e.f. 15.10.2019 @ Rs. 1,78,000/- per month and with an increased escalation of 10% every year and the onetime cost of repairing of existing plant to stop the leakages @ Rs. 6,17,000/-. Authority also directed to execute the Agreement on priority basis.

Further the Authority held the view that two Sub-Committees may be constituted comprising of 3 members viz. Estate Manager and One nominee each of SGJMA & SEEMA who have some expertise in the said field :-

I. Sub-Committee on Estate Management to assess and improve efficiency of Estate management in respect of the following:

- Waste Collection and management ;
- Improving the cleanliness ;
- Tree cutting and gardening maintenance ;
- To see that all Units begin segregating dry and wet waste at source as per policy of BMC and to suggest penal action where needed

II. Sub-Committee on Drainage Management with a view to prevent water logging.

Agenda Item No.2: Proposal for AMC for lifts installed at SEEPZ Service Centre & BFC Bldg.

The Authority was appraised that the office had approached M/s. Kone Elevators and awarded the contract to M/s. Kone Elevators for a year on 26.05.2017 and the subsequently the contract period was extended for the period 01.04.2019 to 31.03.2022 amounting to Rs. 4,28,633/- per annum and with a 10% escalation in each year.

After deliberation, the Authority noted the AMC awarded to M/s. Kone Elevators for the period 2019-20 @ Rs. 4,28,633/- per annum and subsequent extension for 3 years upto 31.03.2022 with a 10% escalation each year.

Agenda Item No.3: Proposal for Hiring of Vehicle for official use

The Authority was briefed about the requirement of the vehicle and also conveyed that the said requirement has been examined and uploaded on Gem portal which will be opened on 28.10.2019. Committee noted the requirement of the said proposal.

Agenda Item No. 4: Proposal for AMC for Passenger and Freight lift installed at all SDFs & Gems & Jewellery Bldgs.

The Authority was informed that the existing AMC for Passenger and Freight Lift was awarded to M/s. NFCD for a period of one year to 20.03.2018 for Rs. 7,64,900/- per annum and the same was extended till the finalization of the new agency. The office has already initiated process of tendering as no service provider was available on GeM portal.

After deliberation, the Authority noted the proposal of extension granted to the existing agency beyond 31.03.2019 and also directed that immediate steps may be initiated for tendering process for new agency.

The Authority also held the view that the scope of responsibilities of the existing Building-wise Committee already formed for Disaster Management work in each building will be expanded to include the facility management and optimization related to maintenance of the lifts.

Agenda Item No.5: Proposal for AMC for Air Conditioner Machines installed in SEEPZ Service Centre Bldg. and BFC Bldg.

The Authority was informed that the existing contract was awarded to M/s. NFCD for a period of one year for Rs. 5,71,572/- on 13.06.2018 which was extended upto 18.09.2019. The Authority was appraised that, as the office is in the process of tendering for engaging new agency, the existing contract need to be extended.

After deliberation, the Authority approved the proposal for extension of the existing contract for AMC of AC Machines for a period of 3 months i.e. beyond 18.09.2019 or till the finalization of the new agency whichever is earlier.

Agenda Item No.6 : Proposal for hiring security services for SEEPZ SEZ and Residential Complex for the year 2019-20

The Authority was informed that the office had followed due procedure of GFR 2017 and awarded the contract to M/s. Singh Intelligence for a period of one year on 11.10.2018 for -Rs. 37,28,200/- per month which is expiring on 31.10.2019. Hence requested the Authority that the existing contract may be extended as the office has already initiated the process of requisition in the GeM portal which is in the finalization.

After deliberation, the Authority approved the proposal for extension of the existing contract of providing security services for SEEPZ SEZ and Residential Complex (Govt. Quarters) to M/s. Singh Intelligence Security Pvt. Ltd. for a period of one month or till the finalization of the contract whichever is earlier.

It was further held that in future, tenders to be floated for all the procurements 3 months before the expiry of the term of existing service provider.

Agenda Item No.7 : Proposal for removal/cutting of dead trees and trimming of grown trees in SEEPZ Zone and Residential Complex

AND

Proposal for watering and maintenance of potted plants in SEEPZ Zone and Residential Complex

The Authority was informed that the existing contract of watering and maintenance of the potted plants of the Zone and Residential Complex awarded to M/s. S.K. Entrps. on 29.03.2018 for Rs. 10,26,000/- per annum had expired on 28.03.2019 and subsequent extension was granted on 01.05.2019 until further orders. The Authority was also appraised that the office is in the process of clubbing both the work into Single Tender and give to one sole Agency.

After deliberation, the Authority held the view that the extension of the existing contract may be extended only for 3 months and also directed to expedite the clubbing of both the works into a Single Tender provided a detailed time table and scope of work to be given for both the tasks.

Agenda Item No.8 : Proposal for hiring of services of Internal Auditor for a period of year for auditing the accounts for the year 2017-18 & 2018-19

The Authority was informed that an Internal Auditor namely M/s. Sunita Agarwal was appointed for the period of one year on 09.10.2018 for Rs. 5,88,000/- per annum for Internal Auditing and to assess the accounts of the Authority, verify the pre & post expenditure and suggest corrective measures for improvement in the system of the year 2017-18 & 2018-19.

After deliberation, the Authority noted the hiring of services of Internal Auditor. However a sub-Committee may be constituted headed by Shri. Devendra Singh, Dy. DGFT, including Jt. DC, Estate Manager and Pay & Accounts Officer to examine the manner in which the Internal Auditor and CA had functioned in the past 2 years and to see if any improvements in efficiency are possible or if outcomes could be achieved in the optimum level.

✓ Agenda Item No.9 : Proposal of hiring services of Chartered Accountant Firm for the year 2019-20

The Authority was informed that the present Chartered Accountant Firm viz. M/s. R. Devendra Associates are in the finalization of the Accounts and handing over

the said accounts which may take some time. Hence extension of the existing work order dt. 14.12.2015 as amended for billing services and 01.06.2016 as amended for Book keeping needs to be given upto 31.10.2019. The said Firm has already been asked to complete the work by 31.10.2019 so that the new agency can begin their work w.e.f. 01.11.2019.

Further this office had also floated the tender for the new agency and after evaluation of the technical bids, and following the Selection and evaluation procedure the Committee unanimously recommended/suggested to award the contract to M/s. Jain V. & Co. for Rs. 29,16,000/- per annum and work order dt. 05.08.2019 was issued for one year w.e.f. 01.11.2019.

After deliberation, the Authority noted the extension of the existing Chartered Firm viz. M/s. R. Devendra Associates upto 31.10.2019 and also the appointment of the new firm viz. M/s. Jain V & Co. for a period of one year 2019-20 w.e.f. 01.11.2019.

The Authority was informed that the firm M/s Athias has been engaged in the task of developing software for property wise and gala-wise billing for rent since the month Oct. 2019. The software is at advanced stage. The Authority held the view that the software for rental bills may be made operational within 30 days time and generate the bills for the period from Oct. 2019 to March 2020 on the same. In case the company is unable to deliver the services promised, steps may be taken to review the contract and terminate if needed.

Agenda Item No.10 : Proposal for AMC for mechanized/manual cleaning work and housekeeping services for SEEPZ Zone and Residential Complex for the year 2019-20

The Authority was informed that the existing contract awarded to M/s. Hygiene Everywhere Solution on 16.07.2018 for Rs. 28,75,000/- per month had expired on 15.07.2019 and the same needs to be extended upto 31.10.2019 as this office is in the final stage of appointing the new agency.

After deliberation, the Authority held the view that the cleaning is satisfactory and approved the proposal for extension of the contract upto 31.10.2019 of the existing agency i.e. M/s. Hygiene Everywhere Solutions.

Agenda Item No.11: Proposal for AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ including Residential Complex

The Authority was informed that the office had initiated steps and floated the tender for AMC for cleaning of gutters/drainage and sewerage lines. However, the office had received very less bids from the empanelled bidders and therefore the office is in the process of open tendering the work.

After deliberation, the Authority held the view to initiate action by floating a tender for cleaning of gutters/drainage and sewerage lines and give wide publicity and also efforts may be taken to identify new bidders for healthy competition. Also in view of the fact that response to the tender has been poor, despite repeated tendering, the Security Deposit may be reduced from Rs. 5.00 lacs to Rs. 2.00 lacs.

Authority also held the view that the cables unlined in the gutters and drainage system are creating choke ups and need to be removed by the service providers in coordination with the Unitholders within 60 days and to lay them in the proper manner, failing which the cable lines should be disconnected.

Agenda Item No.12: Proposal for AMC for civil work at Residential and Non-Residential area for the year 2018-19

The Authority was informed that the current contract of day to day maintenance has been awarded to M/s .NFCD for the year 2018-19 on 18.03.2018 for Rs. 78,20,250/- and the same was extended on 16.04.2019 till finalization of the new agency. However, their work is being verified by the Engineers based on the records available and the verification report. However, the payment of the same will be made only after due verification of the documents and progress report submitted by M/s. NFCD.

After deliberation, the Authority held the view to terminate the existing AMC contract given to M/s .NFCD w.e.f. 30.11.2019 or till the finalization of the new agency whichever is earlier.

The Authority further held the view that the work done by NFCD be ascertained, but this is a technical task for which SEEPZ has no expertise. It was further held :-

- (a) To engage an agency to verify the work done by NFCD. Tenders be immediately floated to hire an agency to verify the work done by NFCD, work order-wise and invoice-wise
- (b) Also to proceed on the IIT report that the buildings are unsafe.

Agenda Item No.13 : Proposal for AMC for Pest Control in SEEPZ Zone and Residential Complex.

The Authority was informed that the current AMC was awarded to M/s .NFCD for the period of one year on 09.03.2018 for Rs. 5,75,800/- per annum and subsequent extension was granted on 05.08.2019 till the finalization of the new agency. Also, the office has already initiated action for hiring the services through GeM portal.

After deliberation, the Authority noted the proposal and asked to expedite the process for appointment of new agency.

Agenda Item No. 14: Proposal for disposal of Non-Hazardous solid waste for the year 2019-20

The Authority was informed that the office had followed due procedure of tendering and after examination/scrutinization of the technical bid, the Committee had unanimously recommended/suggested the contract to be awarded to M/s. Garib Nawaz Corpn. for Mix Garbage, mix waste, mix plastic, cardboard/carton, glass, wood etc. on per kg. rate being generated from Units and dumped in the designated places.

After deliberation, the Authority noted the contract awarded to M/s. Garib Nawaz Corpn. for the year 2019-20 w.e.f. 19.08.2019 to 18.08.2020 vide Work Order no. SEEPZ-SEZ:EMS:WT:GC:67:2014-15:Vol-V:15407 dt. 05.08.2019.

Agenda Item No. 15 : Proposal for one time removal of Septic Tank Waste

The Authority was informed that in 2010-11 one time removal of septic tank was carried out by testing the sample by MINT and based on the report the applicable cost and duty was paid by the bidder. As lot of septic tank waste has been accumulated the same needs to be removed for cleanliness and upkeep of the Zone for which tender needs to be floated by following due procedure.

After deliberation, the Authority noted the proposal and directed to expedite the finalization of the tendering proceedings and place in the next authority meeting

Agenda Item no. 16 : Proposal for Collection and Segregation of Dry/Wet Waste in SEEPZ

The Authority was appraised that the proposal of Collection and Segregation of Dry/Wet waste for the year 2018-19 for one year for Rs. 4,51,364/- per month was awarded to M/s. Siddhivinayak Enterprises on 08.03.2018 and subsequent extension was granted on 26.03.2019 until further orders.

After deliberation, the Authority held the view that the existing contract may be continued. However, the Estate Section needs to expedite on the clubbing of agenda item no. 14 with 16 and only one agency would collect and segregate the dry/wet waste and dispose it off, so that the contract can be managed by sole vendor.

Agenda Item No. 17: Proposal for engaging Engineers (Civil & Electrical), Consultant (Legal & Labour) and Hindi Translator

The Authority was briefed that the office had engaged the Consultant (Legal, Labour, Hindi, IT), Engineers, and Executive for Disaster Management and the same were selected after following due procedure of GFR 2017 and selection by the Consultancy Evaluation Committee thus constituted for the said purpose and the same was approved in the 35th Authority meeting held on 29.03.2019 for a period of one year purely on contractual basis. As the tenure of all have expired, the proposal for hiring Engineers (Civil & Electrical), Consultants (Legal & Labour) and Hindi Translator was only taken.

After deliberation, the Authority held the view that due procedure may once again be followed for engaging two Engineers, one Labour Consultant and one Hindi Translator and the scope of work to be vetted by a Lawyer.

As regards engaging the services of Legal Consultant is concerned, Authority held the view that Lawyer/Advocate may be hired on contract basis (Retainer ship basis) for which wide publicity may be done by following the tendering procedure.

Also, the existing Hindi Consultant and Engineers may be continued till the finalization of the new candidates. Further, IT Consultant may be asked to expedite the rent module and complete the same within one month and thereafter his services will be discontinued.

Agenda Item No. 18 : Proposal for waiver of the excessive rental charges w.e.f. 01.04.2015 of EPCES

The proposal of the revised increased rental charges levied w.e.f. 01.04.2015 to M/s .EPCES was placed before the Authority wherein the EPCES in its letter dt. 05.09.2019 & 03.05.2019 had mentioned that they being the non-profit organization established to service the export promotional needs of the EOUs and SEZ developers/units, the rates charged were astronomically increased since 2015 and hence requested to reduce the increased rental charges.

After discussion and due deliberation, the Authority held the view that the rent charges may be reduced for EPCES as they are non-profit agency representing EOUs & SEZ Developers and Units w.e.f. 01.04.2015 and re-worked out @ Rs. 2,000/- per month for the period 01.04.2015 to 31.03.2018. Rent may be revised @ Rs. 4,000/- per month for the period 01.04.2018 to 31.03.2020 and subsequently the same may be increased to Rs. 10,000/- per month for the period from 01.04.2020. However the proposal for waiver of dues on account of increased rent may be forwarded to MOC&I for approval.

Agenda Item No. 19 : Proposal for Comprehensive AMC for Access Control system and CCTV cameras system

The Authority was conveyed that the Access Control System and 153 CCTV installed in the SEEPZ SEZ by MMTC was stabilized and was working in Jan. 2016 and the same was maintained by them during the defect liability period. However before taking over the project from MIDC, it is seen that the CCTV cameras are not functional as on date.

Hence, after deliberation, the Authority held the view that MIDC may make the access control system and CCTV cameras functional and hand it over so that the AMC can be awarded to any agency.

Agenda Item no. 20 : Proposal for implementation of Energy Efficient appliances at SEEPZ SEZ

The Authority was briefed conveying that the proposal for implementation of the Energy Efficient Appliances was placed in the 34th Authority meeting held on 11.05.2018 and the Authority approved the proposal of Rs. 25.99 lacs for installation of LED lights as per the Govt. directives and repayment in 20 quarters with a payment of Rs. 1,74,826/- per quarter. However, as the same was not implemented, EESL submitted the revised estimate at cost of Rs. 59.40 lacs and repayment in 20 quarters with a payment of Rs. 2,14,023/- per quarter.

After deliberation, the Authority examined the proposal and held the view that proposal for implementation of Energy Efficient appliances may be expedited through M/s EESL @ revised cost of Rs. 29,41,610/- and repayment in 20 quarters with a payment of Rs. 2,14,023/- per quarter. Also may inform Ministry that SEEPZ Authority is implementing of the said project.

Agenda Item no. 21 : Proposal for implementation of Solar Power Project by MEDA and appointment of PMC @ 3% consultancy Charges

The Authority was briefed conveying that the proposal for implementation of the Solar Power Project was placed in the 34th Authority meeting held on 11.05.2018 and the Authority approved the implementation of the project from concept to commissioning by MEDA with PMC charges @ 1%. However, since MEDA had submitted the revised charges @ 3% consultancy charges and the scope of work the proposal was placed before the Authority.

After deliberation, the Authority examined the proposal and held the view that the present proposal of solar power plant is only for 5 MW and looking at the requirements at the Zone, the possibility of a 25 MW Power project may be explored, which may be implemented in co-ordination with MEDA @ 1% PMC consultancy charges only as approved in the 34th Authority meeting held on 11.05.2018.

Table Agenda Item No. 1 : Proposal for hiring of new agency for Mechanized/ Manual cleaning work and housekeeping services for SEEPZ Zone and Residential Complex for year 2019-20

The Authority observed that the existing contract awarded to M/s. Hygiene Everywhere Solutions had expired and the office initiated the process of tendering for hiring new agency. The Applications thus received were scrutinized by the Committee after due evaluation by the Committee unanimously recommended/suggested the name of the new agency viz. M/s. Orient Services as per the technical specifications.

After deliberation, the Authority approved the contract awarded to the new agency for mechanized/manual cleaning work and housekeeping services for the SEEPZ Zone and Residential Complex for the year 2019-20 w.e.f. 01.11.2019 to 31.10.2020 to M/s. Orient Services @ Rs. 21,25,500/- per month.

Table Agenda Item No. 2 : Proposal for engaging executive for cyber crime

The Authority was briefed about the theft/leakages of the SEEPZ data from the system and the problems being faced on-line system and the reason for engaging the executive for avoiding such incidence in future and for administrative safety/security and for prevention of cyber crime which happened in the past.

After deliberation, the Authority noted the recruitment of the Executive @ Rs. 35,000/- per month. However, Authority felt that his services are no longer required and directed to give one month notice and terminate his services w.e.f. 01.12.2019.

Table Agenda Item No. 3 : Proposal for implementation of Exit Policy

The Authority was informed that the Modified Exit Policy approved in the 34th Authority meeting held on 11.05.2018 was sent to MOC&I for concurrence and subsequent reminders were sent on 15.07.2018 and 15.10.2018. However, no reply were received till date. Also the amendments in the SEZ Rules was sent to MOC&I and the reply of the same is also awaited. However, the Unit holders are pressing hard for amendment in the Exit Policy for generating employment, earning increased Net foreign exchange, and boost the exports of the Zone.

After deliberation, the Authority held the view that MOC&I may be informed that, the SEEPZ SEZ Authority is of the view to follow the modified Exit Policy already approved in the 34th Authority meeting held on 11.05.2018. There is no express provision in respect of the exit cases under Rule 74 of the SEZ Rules. The modalities for allowing exit, to be worked out and presented in next meeting of the Authority.

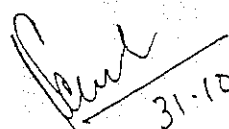
Table Agenda Item No. 4 : Proposal for procedure being followed for allotment of vacant space

The Authority was informed the procedure being followed w.r.t. Public Notice for inviting applications for allotment of vacant space. The Authority was intimated that 38 applications were received and the same are under scrutiny.

After deliberation, the Authority noted the tender floated for allotment of vacant space and desired that the results of the tender and the proposed allotment be brought before the Authority in its next meeting.

The Meeting ended with a vote of thanks to the Chair.

This issues with the approval of the Chairperson of SEEPZ SEZ Authority.


31.10.19

(C.P. Singh Chauhan)

Secretary/Jt. Development Commissioner,
SEEPZ SEZ Authority

ACTION TAKEN REPORT OF AUTHORITY MEETING DATED. 24.10.2019

Sr. No.	Name of Proposal	Remark
1	Proposal for AMC for Operation and Maintenance of 5 TPD "NISARGRUNA" Biogas Plant.	It has been decided in the 37 th Authority meeting that a sub-committee shall be constituted on Estate Management, by nominating the members from SGJMA and SEEMA, each which will headed by the Estate Manager. Accordingly, Letter to the Associations have been issued.
2	Proposal for AMC for Lifts installed at SEEPZ Service Centre Building and BFC Building.	Proposal Noted
3	Proposal for Hiring of vehicle for SEEPZ SEZ Authority for official use.	The Competent Authority has decided, to go for e-bidding on GeM portal for hiring one vehicle. Accordingly tender has been processed on GeM portal on 15/10/2019 and subsequently opened on 25.10.2019. After opening the tender, it is observed that no bid were received.
4	Proposal for AMC for Passenger and Freight Lifts installed at all SDFs and G&J Buildings.	It has been decided in the 37th Authority Meeting that, due to unavailability of service provider on GeM portal, hence initiated action for open tendering. Accordingly, NIT has been published on SEEPZ website & CPP portal. Last date of bid opening is 28.11.2019.
5	Proposal for AMC for Air Conditioner Machines installed at SEEPZ Service Centre Building, All 3 Gates and BFC Building.	SEEPZ SEZ Authority has granted extension to the existing contractor for a period of 03 months beyond 18/09/2019 or till further orders, whichever is earlier. Subsequently, NIT has been published on SEEPZ website & CPP portal. Last date of bid opening is 06.12.2019.
6	Proposal for Hiring Security Services for SEEPZ-SEZ along with SEEPZ-SEZ Residential Complex (Govt. Quarters) for the year 2019-20.	It was informed to the 37th Authority meeting that the tender has been processed on GeM portal on 15/10/2019 and the opening of tender was 25/10/2019. In response to the tender, 06 agencies have participated in the tender. due to non inadequate document of all bidders, the Committee unanimously recommends to go for open tendering. However, the notice inviting tender should be floated on CPP Portal and SEEPZ website for wide publicity and also publish through renowned newspapers of Mumbai too.
7	Proposal for: 1. Contract for removal/cutting of dead trees and trimming of grown trees at SEEPZ SEZ campus as well as SEEPZ Residential Complex for the year 2019-20. 2. Contract for Watering and maintenance of potted plants along median in SEEPZ SEZ premises as well as SEEPZ Residential Complex (Govt. Quarters) for the year 2019-20.	The draft tender is under submission for approval.
8	Proposal for Hiring of Services of Internal Auditor for a period of year for auditing the accounts for the year 2017-18 & 2018-19 & further Extension for a year.	It has been decided in the 37th Authority meeting that a sub-committee may be constituted headed by Shri. Devendra Singh, Dy. DGFT, including Jt. DC, Estate Manager and Pay & Accounts Officer to examine the manner in which the Internal Auditor and CA to see if any improvements in efficiency are possible or if outcomes could be achieved in the optimum level. Accordingly, a sub-committee has been constituted vide Office Order No. 17/2019 dated 18/11/2019.
9	Proposal for Hiring Services of Chartered Accountant Firm for the year 2019-20.	Proposal Noted
10	Proposal for Annual Maintenance Contract for Mechanized/ Manual Cleaning work and Housekeeping Services for SEEPZ SEZ campus as well as SEEPZ Residential Complex (Govt. Quarter) for the year 2019-20.	The contract for Mechanized/ Manual Cleaning work and Housekeeping Services for SEEPZ SEZ campus as well as SEEPZ Residential Complex (Govt. Quarter) for the year 2019-20 has been awarded to M/s. Orient Services for Rs. 21,25,000/- per month.
11	Proposal for Annual Maintenance Contract for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ premises including SEEPZ SEZ Residential Complex and removal/disposal of the same.	Tender notice has been published on website on 19/11/2019 & newspaper and will open on 12/12/2019.
12	Proposal for Annual Maintenance Contract for Civil work at Residential and Non-Residential Area of SEEPZ SEZ Authority for the year 2018-19.	The proposal has been sent to the MIDC for preparation of tender. Accordingly, the termination letter to NFCD has been sent on 19/11/2019 and the same will be effective w.e.f. 01.12.2019.

13	Proposal for AMC for pest Control in SEEPZ SEZ Zone and Residential Complex.	Tender has been published on GeM. It will be opened on 28/11/2019.
14	Proposal for Disposal of Non-Hazardous Solid Waste for the year 2019-20.	Proposal Noted
15	Proposal for One time removal and disposal of "Septic Tank Waste" from SEEPZ SEZ Premises.	Tender is being floated.
16	Proposal for "Collection and Segregation of Dry/Wet Waste in SEEPZ SEZ premises for the year 2019-20.	It has been decided in the 37th Authority meeting that the tenders i.e. "Disposal of Non-Hazardous Solid Waste and Collection and Segregation of Dry/Wet Waste in SEEPZ SEZ premises for the year 2019-20" shall be clubbed in the interest of economy and ask Garin Nawaz to give their consent to carry out the work of Collection and Segregation of Dry/Wet Waste in addition to the existing contract on without any extra fees i.e. FREE OF COST BASIS. As per M/s. Garib Nawaz willingness this office has awarded the contract for Collection and Segregation of Dry/Wet Waste in addition to the existing contract on FREE OF COST BASIS, vide work order dt. 15.11.2019.
17	Proposal for engaging Engineers (Civil/Electrical), Consultant (Legal & Labour) & Hindi Translator.	Extension letter issued to Civil/Electrical Consultant & Hindi Translator on dt. 13.11.2019
18	Proposal for waiver of excessive rental charges of EPCES	Letter issued to MoC & I dt. 18.11.2019 and Note to CA dt. 14.11.2019.
19	Proposal for Comprehensive AMC for Access Control System and CCTV cameras system.	Letter issued to MIDC on dt. 18.11.2019.
20	Proposal for implementation of energy efficient appliances at SEEPZ SEZ.	Letter issued to EESL on dt. 18.11.2019 and also inform to MoC&I.
21	Proposal for implementation of Solar Power Project by MEDA and appointment of PMC @ 3% as consultancy charges.	Letter issue to MoC & I and MEDA dt. 18.11.2019.

TABLE AGENDA

1	Proposal for hiring of new agency for mechanized/manual cleaning work and housekeeping services for SEEPZ Zone and Residential Complex for the Yer 2019-20.	Work Order dated 01/11/2019 issued.
2	Proposal for engaging Executive for Cyber Crime.	Message for termination of services of existing Executive has been given to the M/s GA Digital.
3	Proposal for implementation of Exit Policy.	Letter issued on 18/11/2019.
4	Proposal for procedure being followed for allotment of vacant space.	Noted the proposal and the updation is being placed in the ensuing authority meeting.

SEEPZ-SEZ AUTHORITY
SEEPZ SPECIAL ECONOMIC ZONE, GOVT. OF INDIA,
MINISTRY OF COMMERCE & INDUSTRY,
ANDHERI (EAST), MUMBAI

AGENDA ITEM NO. 02

A) Proposal: -

Approval for Engaging Executive for Legal matters under Authority for SEEPZ SEZ.

B) Specific Issue on which decision of AUTHORITY is required: -

Approval for engaging the Executive for Legal matters under Authority for SEEPZ SEZ and sanction under Authority Fund.

C) Relevant provisions of SEZ Act, 2005 & Rules, 2006/Instruction/Notification:-

Rule 9 (4) of the Authority Rules 2009.

D) Other Information: -

It is mentioned that for handling day to day legal matters related to Court Cases, preparation of draft Affidavit, vetting of tenders, show cause notices, Order-in-Original etc. a Legal Assistant is required for the legal section.

Further it is mentioned that the proposal for requirement of 3 Executives and 2 Legal Assistant was already placed in the 21st Authority meeting held on 23.04.2014 in the Estate Section for the period upto 31.03.2015.

Attention is also invited to Rule 9 (4) of the SEZ Authority Rules 2009 which stipulates that : *“Authority may engage agencies or employees on contract/outsourcing for discharge of its functions and the terms and conditions of such appointment shall be decided by the Authority and preference shall be given to outsource all works to the extend possible”.*

The existing service provider agency viz. M/s. GA Digital is providing outsourced DEO/Executives for the Authority related matters and payment is being sanctioned under Authority Fund. The approved and appointed Service Provider for

SEEPZ Administration who are providing Data Entry Operators, Executives has identified Ms. Trupti Ghag, possessing LLM qualification and already worked in High Court and with Associates & Solicitor and competent enough for processing legal matters and meeting the requirement of the SEEPZ Authority.

In view of the above facts and the approval already taken in the 21st Authority meeting, it is proposed that as this office does not have an expertise in the said field, the candidate Ms. Trupti Ghag be engaged as Legal Executive for legal matters under Authority @ remuneration of Rs. 35,000/- and the remuneration may be sanctioned from the Authority Fund w.e.f. from Oct. 2019 onwards.

E) Recommendation :-

Approval for engaging Executive for Legal matters and sanction of the remuneration from Authority Fund.

SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY
GOVERNMENT OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

AGENDA ITEM NO. 03

A) Proposal:

Hiring Security Services for SEEPZ SEZ along with SEEPZ SEZ Residential Complex (Govt. Quarters) for the year 2019-20 through open tendering.

B) Specific issue on which decision of Authority is required:

Approval for Hiring Security Services for SEEPZ SEZ along with SEEPZ SEZ Residential Complex (Govt. Quarters) for the year 2019-20 through open tendering.

C) Relevant provision of SEZ Act, 2005 & Rules:

Section 34 of SEZ Act, 2005 and Rule 7 (1) of SEZ Authority Rules 2009.

D) Other information:

It was informed to the 37th Authority meeting that the tender has been processed on GeM portal on 15/10/2019 and the opening of tender was 25/10/2019. In response to the tender, 06 agencies have participated. Accordingly, the evaluation of bids have been done and observed that the actual requirements of the zone for examining technical qualification of bid is for 15 nos. of various parameters through supporting relevant documents and the participated agencies have submitted 6-7 nos. of documents as technical bids as per format stipulated in the GeM Portal.

Since, the SEEPZ is a Customs bonded high security prone area and more than hundreds of Gems and Jewellery units are functioning hence, it is very essential to ensure a better security service provider keeping in view the required security related aspects in mind while hiring the security services from the outsourced agency, as there is no scope to compromise with the security of the zone. Since, the aspects for submitting above 7 nos. of documents are not available on e-format of GeM, so pertaining information couldn't be obtained through GeM.

Comparing the list of documents submitted by vendors in GeM with that to our requirements it is visible that the information about these 6 service providers are not adequate up to our needs and rather there are no more such options to ask for any extra documents in GeM i.e. we can't add any clause as per our requirements.

Keeping in view of the above essential aspects, the Committee unanimously recommends to go for open tendering, as per earlier publication. However, the notice inviting tender should be floated on CPP Portal and SEEPZ website for wide publicity and also publish through renowned newspapers of Mumbai too.

Also as the said procedure would take some time for finalization and selection of the new agency, it is also proposed that the validity period of the existing agency may be extended beyond 30.11.2019 till the finalization and selection of the new agency.

E) Recommendation:-

Agenda for publication of tender through open mode and extension of the existing security agency till the finalization and selection of the new agency are placed before the Authority for approval.



Bid Number: GEM/2019/B/388913
Dated: 15-10-2019

Bid Document

Bid Details

Bid End Date/Time	25-10-2019 17:00:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Commerce And Industry
Department Name	Department Of Commerce
Organisation Name	Special Economic Zones
Office Name	Office Of The Development Commissioner
Item Category	Security Manpower Service , Security Manpower Service , Security Manpower Service , Security Manpower Service
Contract Period	12 Month(s)
Average Turnover (Last 3 Years)	95.2028535024 Lakh (s)
Project Experience Required	Yes
MSE Exemption For Years Of Experience And Turnover	No
Startup Exemption For Years Of Experience And Turnover	No
Document required from seller	OEM Annual Turnover
Bid to RA enabled	No

Security Manpower Service (20)

Technical Specifications

Specification	Values
Category of Personnel	Security Guard Male
Working Days in a Week	6

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above	Additional Requirement

			mentioned technical specification	
1	Rajesh Kumar	400096,Office of the Development Commissioner, SEEPZ-Special Economic Zone, MIDC Central Road, Andheri (EAST)	20	<ul style="list-style-type: none"> Minimum Wage per Shift (Including PF, ESI, ELDI, Admin Charge) in INR : 733 Number of Service Days in a Month : 31

Security Manpower Service (64)

Technical Specifications

Specification	Values
Category of Personnel	Ex-Serviceman
Working Days in a Week	6

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Rajesh Kumar	400096,Office of the Development Commissioner, SEEPZ-Special Economic Zone, MIDC Central Road, Andheri (EAST)	64	<ul style="list-style-type: none"> Minimum Wage per Shift (Including PF, ESI, ELDI, Admin Charge) in INR : 733 Number of Service Days in a Month : 31

Security Manpower Service (7)

Technical Specifications

Specification	Values
Category of Personnel	Armed Security Guard
Working Days in a Week	6

Consignees/Reporting Officer and Quantity

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S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Rajesh Kumar	400096, Office of the Development Commissioner, SEEPZ-Special Economic Zone, MIDC Central Road, Andheri (EAST)	7	<ul style="list-style-type: none"> Minimum Wage per Shift (Including PF, ESI, ELDI, Admin Charge) in INR : 797 Number of Service Days in a Month : 31

Security Manpower Service (7)

Technical Specifications

Specification	Values
Category of Personnel	Security Guard Female
Working Days in a Week	6

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Personnel Needed of above mentioned technical specification	Additional Requirement
1	Rajesh Kumar	400096, Office of the Development Commissioner, SEEPZ-Special Economic Zone, MIDC Central Road, Andheri (EAST)	7	<ul style="list-style-type: none"> Minimum Wage per Shift (Including PF, ESI, ELDI, Admin Charge) in INR : 733 Number of Service Days in a Month : 31

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	2.00
EMD Amount	634686

ePBG Detail

--	--

Required

No

Note:

1. EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.
2. EMD & Performance security should be in favour of Beneficiary, wherever it is applicable. Beneficiary:

LDC

Office Of The Development Commissioner, Department of Commerce, Special Economic Zones, Ministry of Commerce and Industry
(Rajesh Kumar)

Splitting

Bid splitting not applied.

Buyer Specific Additional Terms and Conditions

1. OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
2. The buyer organization is an institution eligible for concessional rates of GST as notified by the Government of India. The services for which bids have been invited fall under classification of GST concession and the conditions for eligibility of concession are met by the institution. A certificate to this effect will be issued by Buyer to the Seller after award of the Contract. Sellers are requested to submit their bids after accounting for the Concessional rate of GST.
Applicable Concessional rate of GST : 100%
Notification No. and date : 18/2017 dated 05/07/2017
3. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
4. Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
5. Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
6. PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

This Bid is governed by the General Terms and Conditions, conditons stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

---Thank You---

SCRUTINY OF TECHNICAL DOCUMENTS AND RECOMMENDATION OF THE COMMITTEE

Sub: Hiring services of Security Guards (70% should be Ex-servicemen).

The tender opening committee is in receipt of Note dated 04/11/2019 from Administration Section with request to scrutinize the technical bid documents submitted by following agencies for providing services of security guards (70% should be Ex-Servicemen) for SEEPZ-SEZ Authority and SEEPZ Residential Quarters for the year 2019-20.

1. Rakshak Securitas Pvt. Ltd.
2. Black Cat Securities
3. Alert Enterprises
4. Diamond Security Personnel
5. LDS Guarding Solutions Pvt. Ltd.
6. M.S. Vigilant Security, Placement and Detective Services Pvt. Ltd.

The committee has gone through the technical documents submitted by above mentioned agencies and observed following:-

- a) The last tender through open tendering published by this office vide tender notice dated 21/05/2018 had following eligibility criteria to qualify technical bid:-

Sl. No.	Description of requirement
1	ISO 9001:2015 Certificate
2	EMD Details / Exemption Certificate.
3	Security Services License copy (Issued by Competent Authority)
4	Trade License Copy
5	Photocopy of PAN Card & GST.
6	Photocopy of latest Income Tax Return.
7	Copy of partnership deed (if any)
8	Power of Attorney
9	List of 1 Authorized signatories with Specimen signature (if any)
10	Proof of present address (if any) X
11	Profile of the Company.
12	Registration with various statutory Authorities like ESI, Professional Tax, Service Tax, Pvt. Security Service Registration Cert., Exemption certificate from concerned Guard Board etc.
13	Photocopy of <u>ECR</u> report of monthly EPF & ESIC contribution for last one month.
14	Declaration as per <u>ANNEXURE-VI</u> of tender notice dated 21/05/2018.
15	Cost break up as per <u>ANNEXURE-VII</u> of tender notice dated 21/05/2018.

Sub:
11/25

b) As comparison to the technical eligibility requirements as per last published tender notice, the participated agencies have submitted following documents for qualifying technical bid which is very less to understand the competency of the agency:-

(i) Rakshak Securitas Pvt. Ltd.:

<ul style="list-style-type: none"> • Licence to engage the business of private security. 	<ul style="list-style-type: none"> • CA Certified turnover details for the year 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19 (provisional)
<ul style="list-style-type: none"> • ITR-2015-16, 2016-17, 2017-18, 2018-19. 	<ul style="list-style-type: none"> • ISO 9001-2015
<ul style="list-style-type: none"> • Copies of W.O. (SBI- 2018-19, Punjab State Grain Procurement Corp., Ltd.-Sept., 2015-April, 2018, The Haryana State Co-operative Supply & Marketing Federation Ltd.-01/03/2018 to 28/02/2020, Ignou the People's University- 01/06/2015 to 30/09/2018, Delhi Technological University - 21/06/2015 to 02/04/2017, University of Delhi-01/11/2015 to 31/07/2018, Steel Authority of India- 01/03/2016 to 30/09/2017) 	<ul style="list-style-type: none"> • NSIC for exemption of EMD.

(ii) Black Cat Securities:

<ul style="list-style-type: none"> • Licence to engage the business of private security has been expired on 31/01/2022. 	<ul style="list-style-type: none"> • CA Certified turnover details for the year 2015-16, 2016-17 and 2017-18.
<ul style="list-style-type: none"> • ITR-2016-17, 2017-18, 2018-19. 	<ul style="list-style-type: none"> • ISO 9001-2015
<ul style="list-style-type: none"> • Copies of W.O. (National Institute of Open Schooling- 22/10/2012 to 31/03/2016, National Institutes of Biologicals-01/08/2015 to 30/04/2019, Indian Institute of Foreign Trade- 01/02/2013 to 31/05/2018, National Institute of Open Schooling - 22/10/2012 to 31/08/2015, Indian Institute of Public Administration - 01/07/2015 to 30/06/2018, BEML Ltd- 01/03/2014 to 31/05/2017, Indian Railway Catering and Tourism Corporation Ltd.-01/07/2014 to 28/02/2018), Security Printing and Minting Corporation of India Ltd.- 05/03/2019 to 04/03/2021. 	<ul style="list-style-type: none"> • MSME for exemption of EMD.
<ul style="list-style-type: none"> • Name of Client list (12 nos.) provided. 	

(iii) Alert Enterprises:

<ul style="list-style-type: none"> • Licence to engage the business of private security valid till 19.06.2024 	<ul style="list-style-type: none"> • NSIC Certified turnover details for the year 2014-15, 2015-16, 2016-17
<ul style="list-style-type: none"> • ITR- 2018-19. 	<ul style="list-style-type: none"> • ISO 9001-2015
<ul style="list-style-type: none"> • Copies of W.O. NOT ATTACHED 	<ul style="list-style-type: none"> • NSIC for exemption of EMD.

(iv) Diamond Security Personnel:

<ul style="list-style-type: none">• Licence to engage the business of private security valid till 07/09/2020	<ul style="list-style-type: none">• CA Certified turnover details for the year 2015-16, 2016-17, 2017-18
<ul style="list-style-type: none">• ITR- 2016-17, 2017-18, 2018-19.	<ul style="list-style-type: none">• ISO 9001-2015
<ul style="list-style-type: none">• Copies of W.O. (Jamia Millia Islamia 1st Mar 2003 to 29th Feb 2004, NIBs 01-05-2019, NIFT Kangra 01/04/2013, NIT Kurukshetra 01.02.2016 till 31.03.2019, National Productivity Council 01/08/2015 to 31/03/2016, Jamia Hamdard University 13th Jan 2018, NHAI Delhi 29.05.2018, CSIR Delhi 01.06.2018 to 30.06.2019, University of Delhi 25.07.2018, IIFT Delhi 01.06.2018 to 31.12.2019, IIEG Delhi 01.06.2018 to 31.05.2019, Bureau of Indian Standards 01.08.2014 to 4 years, Arshiya Rail Infra Ltd 01.05.2017 to 30.04.2018, National Cooperative Development Corporation 02.05.2017 to 01.05.2018, LIC Delhi 31.03.2014, Ministry of Communication & IT March 2016)	<ul style="list-style-type: none">• MSME for exemption of EMD.

(v) LDS Guarding Solutions Pvt. Ltd.:

<ul style="list-style-type: none">• Licence to engage the business of private security valid till 23.01.2022	<ul style="list-style-type: none">• CA Certified turnover details for the year 2014-15, 2015-16, 2016-17, 2017-18
<ul style="list-style-type: none">• ITR- NOT SUBMITTED	<ul style="list-style-type: none">• ISO 9001-2015
<ul style="list-style-type: none">• Copies of W.O. (MNNIT Allahabad 23rd Jan 2014 to 30th Nov 2018, University college of medical sciences 01.10.2013 till today, Bhagat Phool Singh Mahila Vishwavidyalaya Haryana 01.03.2011 to 30.04.2012, Indian Veterinary Research Institute April 2012 to March 2013, Health and Family Welfare Dept. Delhi 06.01.2019 to 28.02.2019, India Meteorological Department IMD Delhi 15.05.2019 to 15.05.2020, Muzaffarnagar Medical College & Hospital UP 16.07.2010, NBCC India LTD 23.08.2017 to 22.11.2018, LIC 07.10.2019 to 12.08.2020)	<ul style="list-style-type: none">• MSME, NSIC for exemption of EMD.

(vi) M.S. Vigilant Security, Placement and Detective Services Pvt. Ltd.:

<ul style="list-style-type: none">• Licence to for labour engagement submitted.	<ul style="list-style-type: none">• CA Certified turnover details for the year 2015-16, 2016-17, 2017-18
<ul style="list-style-type: none">• ITR- 2015-16, 2016-17, 2017-18.	<ul style="list-style-type: none">• ISO 9001-2015
<ul style="list-style-type: none">• Copies of W.O. not submitted	<ul style="list-style-type: none">• MSME for exemption of EMD.

After going through the submitted documents by the above mentioned agencies, the Committee observed that the actual requirements of the zone for examining technical qualification of bid is for 15 nos. of various parameters through supporting relevant documents and the above agencies have submitted 6-7 nos. of documents as technical bids as per format stipulated in the GeM Portal.

Other technical bid documents which have not been mentioned as requirement of technical documents on GeM Portal are below.

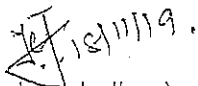
1. Trade License Copy.
2. Photocopy of PAN Card & GST.
3. Proof of present address (if any).
4. Profile of the Company.
5. Registration with various statutory Authorities like ESI, Professional Tax, Service Tax, Pvt. Security Service Registration Cert., Exemption certificate from concerned Guard Board etc.
6. Photocopy of ECR report of monthly EPF & ESIC contribution for last one month.
7. Declaration as per ANNEXURE-VI of tender notice dated 21/05/2018.

Since, SEEPZ-SEZ is a Custom bonded high security prone area and more than hundreds of Gems & Jewellery units are functioning hence it is very essential to ensure a better security service provider keeping in view the required security related aspects in mind while hiring the security services from the outsourced agency, as there is no scope to compromise with the security of the zone. Since aspects for submitting above 7 Nos. of documents are not available on e-format of GeM, so pertaining informations couldn't be obtained through GeM.

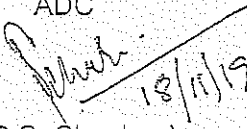
Comparing above list of documents submitted by vendors in GeM with that to our requirements it is visible that the information about these 6 service providers are not adequate up to our needs. And rather there are no more such options to ask for any extra documents in GeM i.e. we can't add any clause as per our requirements.

"Keeping in view of the above essential aspects, the Committee unanimously recommends to go for open tendering. However, the notice inviting tender (NIT) should be floated on Central Procurement Portal, SEEPZ website. For wider publicity, notice may be given on renowned newspapers of Mumbai too".


(Raju Kumar)
ADC


(Keshav Jadhav)
ADC/Estate Manager


18/11/19
(R. Harish Chaudhary)
ADC


18/11/19
(C.P.S. Chauhan)
JDC/Secretary



भारत सरकार / Government of India,
वाणिज्य एवं उद्योग मंत्रालय / Ministry of Commerce & Industry,
विकास आयुक्त का कार्यालय / Office of the Development Commissioner,
सीपज़ - विशेष आर्थिक क्षेत्र प्राधिकरण / SEEPZ-SEZ Authority,
अंधेरी (पूर्व), मुंबई / Andheri (E), Mumbai - 400 096
टेलि / Tel.: 022-28294730/89 फैक्स / Fax: 28291754
ई-मेल / E-mail: ddcseepz-mah@nic.in, वेबसाइट / Website: www.seepz.gov.in

No. SEEPZ-SEZ/ESTATE/TSS/95/2018-19/18610

Dated 19/07/2018

Notice Inviting Tender
for providing Services of Security Guards (70% should be Ex-
servicemen) at SEEPZ SEZ Authority Premises

Sealed tenders are invited in THREE bid systems i.e. i) Pre-Qualification Bid ii) Technical Bid iii) Financial Bid for providing round the clock campus security services at the Seepz Special Economic Zone Authority, Service Center Building, Andheri (E), Mumbai - 96 for a period of 01 year which can be extended based on the satisfactory performance of the agency and the requirement of the SEEPZ-SEZ with executing mutual agreement. The private security agencies with ISO 9001:2015 Certified with experience in providing security services to Govt. Organizations, Public Sector Undertaking, Autonomous Bodies or Private Sector of repute may submit their bid. The agencies which are confident of fulfilling the terms and conditions mentioned herein only to quote their rates. They are advised to assess local conditions before quoting their rates and for this purpose, the Agencies if desired may visit the premises of SEEPZ-SEZ with prior permission of Estate Manager, SEEPZ-SEZ Authority to assess the actual locations/conditions for deployment of Guards.

1. Important points to note:

1.1	Pre-bid conference	30/07/2018 at 11.30 AM at the Office of the Estate Manager, SEEPZ SEZ Authority
1.2	Pre-Qualification Bid	The tenderer should attach the copy of the self attested documents as per Annexure-I
1.3	Evaluation and Selection	As per Annexure - II
1.4	Technical Presentation & Demonstration	16/08/2018 at 15:00 hrs.
1.5	Estimated cost involved for providing service per year	Rs. 4.5 Crore
1.6	Period of sale of tender document	19/07/2018 to 13/08/2018 up to 12:00 hrs. and the tender documents may be downloaded from www.seepz.gov.in and www.eprocure.gov.in
1.7	Cost of tender documents	Free of Cost
1.8	Last Date of submission of duly filled - in tender document with time (sealed condition)	13/08/2018 at 14.00 hrs.
1.9	Date & Time of opening of tender document	13/08/2018 at 15.00 Hrs at the Estate Manager Office, SEEPZ-SEZ.
1.10	Security Deposit/ Performance Guaranty Deposit (PGD)	10% of the Contract value.
1.11	EMD/Bid Security	Rs. 9.00 lakh

2. Pre-Qualification Bid and General Terms and Conditions requirements:

- 2.1** Tender along with EMD/Bid Security and all other documents are to be put in **THREE (3)** separate sealed envelopes. The first envelop should contained the self attested copies of the documents as mentioned in the **Annexure-I** and super scribing on its cover page "Pre-Qualification Bid" along with all certificates are to be put (sample copies of some certificate are shown in Annexure I to VII of part 3 of this documents). In the second envelop super scribing on its cover page as "Technical Bid" should contained Hard copy of Power Point Presentation. In the Third envelop contained "Financial Bid", super scribing on its cover page as "Financial Bid".
- 2.2** Pre-Qualification Bid, Technical Bid and Financial Bid are to be sealed in a single envelop, super scribing on its cover page "**Tender for providing Security Services at SEEPZ SEZ Authority Premises for the Year 2018-19**" and addressed to **The Estate Manager, SEEPZ-SEZ Authority, Andheri (E), Mumbai – 400 096** along with Tender No., Closing Date and time for submission of tender.
- 2.3** **Sealed tender may be dropped in the Tender Box Kept at Ground floor, SEEPZ SEZ Authority Office** within specified date and time. Tender can also be sent through post within specified date and time addressed to **The Estate Manager, SEEPZ-SEZ Authority, Andheri (E), Mumbai – 400 096** any tender received after specified date and closing time will not be consider.
- 2.4** **Tenderer must sign on each page of tender documents as a token of acceptance indicating Read, Understood and Accepted the Terms & Conditions mentioned in tender document and submit a declaration as per Annexure-VI.**
- 2.5** The intending Bidder /Service Provider or their Authorized Representatives will be allowed to remain present at the time of opening of the tender documents. The Pre-Qualification Bid of the bidder will be opened first. If the necessary documents, as stated earlier are found in the envelop in proper form, then only the corresponding Technical Bid of the bidder will be opened. Otherwise, the concerned tender will be rejected.
- 2.6** The contract shall be awarded initially for a period of **01 year**. However the first **three** months will be treated as a trial period with issuance of provisional Work Order. If the performance is found satisfactory during the period, final Work Order will be issued and the contract will be firmed up on yearly basis **including the first three months of trial period otherwise the same will terminated without any notice.**
- 2.7** The **SEEPZ SEZ Authority Office** reserves the right to accept or reject any or all the tenders without assigning any reason.
- 2.8** The contractor should have fifteen years experience in providing Security services to Govt. Organizations, Public Sector Undertaking, Autonomous Bodies, Educational Institutions or Private Sector of repute. Refer **Annexure-VI**.
- 2.9** Current Work Order of min **200 or more Security personnel** with any Central / State Govt. / Central Govt. Institutions or Organizations / State Govt. Institutions or Organizations, refer **Annexure-III**.
- 2.10** Employees Provident Fund, ESI, P. Tax, Service Tax Registration certificates and Exemption Certificate from Guard Board with photocopies & code Nos.- sample copy is given in 2a (EPF), 2b (ESI), 2c (P. Tax), 2d (Service Tax). Refer **Annexure-IV**.
- 2.11** Photocopy of Security service provider registration certificate, refer **Annexure-I**.

- 2.12 Details of Company profile, refer Annexure-III.
- 2.13 Photocopy of ECR report of monthly EPF & ESIC contribution for last one month refer Annexure-I.
- 2.14 The successful Bidder / Service Provider will be **required to deposit 10%** of the total contract cost of 01 year as Security Deposit / PGD, which will be refunded after deduction of dues if any on completion of contract period + 90 days without any interest. Security Deposit / PGD should be in the form of Demand Draft / Pay Order / Bankers' Cheque or Bank Guarantee drawn from any Scheduled / Nationalized Bank in favor of SEEPZ SEZ Authority Fund payable at Mumbai within 7 (Seven) day from the date of issue of Work Order.
- 2.15 Year wise turnover in rupees during **last three years** as per Annexure-V.
- 2.16 Photo copy of Company's audited balance sheet for the last **three years** Annexure-II.
- 2.17 Income Tax will be deducted at source (TDS) as per prevailing Income Tax Laws and certificate to this effect shall be provided to the Contractor by the SEEPZ Authority. The responsibility of paying the service tax as per prevailing rates and as claimed in the bill amount will rest entirely on the Contractor. The Contractor will be required to furnish proof of such deposits to the SEEPZ Authority every month and upon receipt of the proof, the Service Tax will be reimbursed.
- 2.18 The Applicant contractor must have its office in MUMBAI City with Telephone/Fax/Email facility etc. All correspondence with them will be made with this office address only and this shall be deemed as official address of the Applicant contractor
- 2.19 The applicant contractor shall have to deposit (EMD) of **Rs. 9,00,000/- (Rupees Nine lakh)** by demand draft drawn on local Nationalized Bank in favor of the **SEEPZ Special Economic Zone Authority fund** payable at Mumbai along with Tender Document.
- 2.20 The Security Guards provided by the successful applicant contractor shall be deemed to be the employees of the said applicant contractor.
- 2.21 **The authority shall not be responsible for any of the statutory liabilities or otherwise under any law that may arise concerning service of the Security Guards provided by the Applicant contractor.**
- 2.22 The successful applicant contractor shall provide the Security services on 24-hrs basis every day and working hours shall be 8 hours per shift.
- 2.23 The height of Security Guards should not be less than 5.5 and should be of sound health and age limit should be between 18 to 45 years old only. However the upper age limit for ex-servicemen shall be 50 years.
- 2.24 The educational qualification of Security person should have at last 10th Std. pass
- 2.25 The Security personnel's should have knowledge of security and related equipments at least three years experience in the different security work.
- 2.26 The successful applicant contractor shall observe and comply with all the laws, rules, enactments and guidelines including without limitation, Contract labour (Regulation & Abolition) Act 1970, Industrial Dispute Act, 1947, minimum Wages Act, Payment of Bonus Act, Employees provident Funds act, Employees State Insurance Act, Payment of Gratuity Act and other relevant Acts/Rules, which are in force from time to time or which may come in force in future, as may be applicable to it and its personnel who are deployed at

SEEPZ-SEZ Authority. The successful applicant contractor shall at all the times hold SEEPZ-SEZ Authority harmless and effectively indemnified against any claims that may rise out of such non-compliance of applicable laws. This clause shall survive the termination of this agreement. Furthermore the applicant contractor shall at all the time be and remain the employees of applicant contractor. The personnel/employees of applicant contractor shall in no sense be considered employees or agents of the SEEPZ SEZ Authority, not shall they be entitled to or eligible by reason of the contractual relationship created by this agreement, to participate in any benefits or privileges given or extended by the SEEPZ-SEZ Authority to its employees. Applicant contractor shall be fully responsible for their wages, statutory payment and deductions there from and for all other dues payable to its employees. Employees of applicant contractor shall not have any right to claim employment under SEEPZ-SEZ Authority.

- 2.27** The tenderer should follow the DGR wages act for ex-servicemen and minimum wages act for civilian guards, whichever is applicable as per the state govt.
- 2.28** Applicant contractor shall be solely responsible for any injury to its personnel or any loss or damage arising out of the performance of this agreement and agrees to indemnify SEEPZ-SEZ Authority in respect thereof. Furthermore, applicant contractor agrees not to claim any damage or compensation or reimbursement of any expense which has been incurred by it, in compensating the persons employed by it, and the necessary insurance cover will be taken by applicant contractor in respect of any accident, injury or death in the course of performance of duty by any person deployed by applicant contractor. In the event of any employee of applicant contractor making any claim against SEEPZ-SEZ Authority in relation to death or personal injury sustained by any person then applicant contractor undertakes to effectively indemnify and keep SEEPZ SEZ Authority indemnified against any such claims. This clause shall survive the expiry and / or earlier termination of this Agreement. The total Liability of SEEPZ-SEZ Authority under the Agreement under any circumstances shall not exceed the amount actually due and payable to applicant contractor as on the date such liability arises.
- 2.29** Applicant contractor shall comply with all applicable laws, ordinances, rules and regulations in respect of this Agreement and employment of the persons provided by it and agrees to save SEEPZ-SEZ Authority harmless and indemnified against consequence of any default or breach thereof or any non-compliance of any such laws, ordinances rules etc.
- 2.30** Nothing contained herein creates any relationship of employer or employee between the parties hereto or between SEEPZ-SEZ Authority and the employees of applicant contractor shall at all times remain the employees of applicant contractor shall at all times remain the employees of applicant contractor only.
- 2.31** The agreement may be terminated by either party by **giving 30 days prior Notice** in writing to other party if the defaulting party commits a breach of any material terms of this agreement and the said breach is not cured within a period of thirty days from the receipt of the written notice by the defaulting party sent by the aggrieved party requesting to cure such breach. SEEPZ-SEZ Authority may be entitled to terminate this Agreement at any time by giving a notice **of 30 days** without assigning any reason thereof. On expiry of this agreement or its earlier termination as herein before, applicant contractor agrees to remove itself and all his employees and other articles belonging to its from the said premises without creating any nuisance, failing which applicant contractor shall be deemed to be a trespasser and the SEEPZ-SEZ Authority shall be entitled to take

necessary legal action. The termination by the SEEPZ-SEZ Authority of this Agreement in the manner and under the circumstances provided herein above shall be without any liability of any nature whatsoever.

- 2.32** No termination compensation or any other amount shall be payable by SEEPZ-SEZ Authority in the event of termination of this agreement. The foregoing provides for the entire liability of SEEPZ-SEZ Authority and the exclusive remedy of applicant contractor in the event of termination of the Agreement.
- 2.33** In order to enable SEEPZ-SEZ Authority to maintain, from security point of view the persons visiting the SEEPZ-SEZ Authority premises, applicant contractor and Antecedent report, police Clearance Certificate, Authorized Reference Letter, in respect of the persons who are deployed to be deployed at the SEEPZ-SEZ Authority premises from time to time. The personal data Sheet will inter alia indicate the following:
- (a) Name of the person
 - (b) Age of the person
 - (c) Residential address
 - (d) Educational qualifications
 - (e) Passport size photograph
 - (f) Identification Marks
 - (g) Police verification certificate/ Background check report.
- 2.34** Applicant contractor agrees to provide suitable uniforms and training to its employees, at its own costs.
- 2.35** Applicant contractor's employees shall not have any right to claim employment under SEEPZ-SEZ Authority. Applicant contractor agrees to indemnify and keep indemnified SEEPZ-SEZ Authority against such claim, if any.
- 2.36** It is specifically understood that the persons employed by or to be employed by applicant contractor for the work undertaken shall be persons of good character and behavior and capable to discharge their duties and functions.
- 2.37** Applicant Contractor agrees to be fully responsible for the diligent performance of duties by its employees and for their conduct and behavior. Applicant contractor agrees to be solely liable for any injury sustained by its employees and cover them under proper insurance policy.
- 2.38** In the event the security personnel provided to the applicant at SEEPZ-SEZ are not available for any reason whatsoever, applicant contractor agrees to provide alternate security personnel immediately, so as to completely ensure that security work is not hampered/ disrupted/ suffered in any way on any day, if replacement is not provided no overtime will be given by this office to person who is required to perform extended duty.
- 2.39** Applicant contractor undertakes to depute only such Guards with sound mind and health who are able and proficient to face any emergencies. Furthermore applicant contractor agrees to insure that the personnel deployed by it possess the necessary skills and training to carry out the jobs entrusted to them. Applicant contractor agrees to ensure that the said personnel are properly dressed in uniforms provided by applicant contractor and

carry proper identity cards of applicant contractor. Applicant contractor agrees to ensure that its employees maintain discipline and conform to office decorum and etiquette. Applicant contractor expressly undertakes that it will ensure that the Guards assigned do not consume alcohol while on duty or take drugs or any other stupefying Substance at any time so as to affect their performance while on duty and are not suffering from any chronic or infectious contractor's employees indicates that he/she is medically unfit, applicant contractor shall arrange to remove such employees from the location/ premises of SEEPZ-SEZ Authority.

2.40 The selection of guards would be based on the experience in handling arms and ammunition specially while serving in the Central/State Govt. organization/ High Security Establishments/Industrial location etc.

2.41 In case the applicant contractor whose tender is accepted by the Competent Authority fails to provide services of the specified number of security guards within the time limit specified in the Work Order, apart from forfeiture of EMD, penalty shall be @ Rs. 1000/- per day per person for the delayed period.

2.42 Requirements of Manpower and their conduct:

a) The contractor must seek all credentials of the applicants, including their (i) Medical Fitness Certificates, issued by the Competent Authority, (ii) Character Certificates issued by the Employer (of organization where worked last), and verify the credentials before recruiting any of them as security personnel at **SEEPZ SEZ Authority Office**. Details of Documents be submitted before deployment of all their men (including reserve men). SEEPZ SEZ Authority Office will have the right to verify all security personnel before their deployment. One copy of the said document may be submitted with the local Police Station. All Security Personnel proposed to be deployed by the Service Provider may have to undergo Physical Fitness Test.

b) Facility of training of security personnel under PASARA Act.

c) Estimated manpower Requirement (Tentative)

Security Guard (Ex-Servicemen)	64
Security Guard (Female)	14
Technical (Male/Female) Security Guard	20

Total - 98 (70% should be Ex-servicemen)



d) Criteria for Security Guards:

Male Security Guard:- Security guards should be 70% of Ex-Service personnel (from Indian Army / Navy / Air Force), Paramilitary Forces and 30% of Persons possessing certificate of training obtained from Director General of Police, Home Guard & Civil Defense, Ministry of Home, Govt. of Maharashtra or equivalent along with a minimum of Five years experience in working under a recognized Security Agency. The maximum age limit shall be 45 years. Should be preferably 10th standard pass. They should be able to read, write and comprehend elementary English, and should also be able to speak & read Hindi. Candidate shall have knowledge of two wheeler Vehicle along with Valid License. The maximum age limit for Ex-servicemen shall be 50 years.

Lady Security Guard: - Preferably should have defense background, paramilitary / NCC background, should be able to read, write and comprehend elementary Hindi, English and should also be able to speak & read Hindi. The maximum age limit is 45 years. Should be preferably 10th standard pass along with a minimum of Five years experience in working under a recognized Security Agency.

Technical (Male/Female) Security Guard: - Technical Security Guard preferably should be Ex-Service personnel (from Indian Army/Navy/Air Force) and Paramilitary Forces. They should have knowledge of CCTV and Baggage Scanner. Preference will be given to the candidates who have the certificates related to CCTV and Baggage Scanner as well as knowledge of Computer.

Duty Hours:

Shift 1 (A)	=	07:00 hrs. to 15:00 hrs.
Shift 2 (B)	=	15:00 hrs. to 23:00 hrs.
Shift 3 (C)	=	23:00 hrs. to 07:00 hrs.

e) Estimated Manpower requirement is subject to changes, if necessary, at the direction of SEEPZ SEZ authority office the distribution of work force is also subject to change as required, at the discretion of the concerned officer of the SEEPZ SEZ authority office.

f) Behavior of Security Guards:

- i) Contractor has to ensure good behavior of his personnel and they shall abstain from taking part in any staff union and association activities.**
- ii) If the services and/ or conduct of any of the security personnel deployed by the contractor is found to be unsatisfactory, even though he is an Ex-Serviceman / trained person or other, he / she shall have to be withdrawn by the Contractor within 24 hours from the campus.**
- iii) In case the security personnel deployed by the Contractor commit any act of omission or commission constituting misconduct or indiscipline, the contractor will be liable and responsible to take disciplinary action against the personnel / staff, including suspension, dismissal from service etc. or removal from SEEPZ premises / campus.**




- iv) All the deployed security personnel must be Physically Fit for performing round the clock security duty at SEEPZ SEZ Authority Office must possess good moral character and should have the basic knowledge of handling First Aid Fire Fighting Appliances.
- g) **The Company /Agency shall deploy one "Site In-Charge" at his own cost. Site In-Charge should have experience in the field of Security Services and will be responsible for entire Campus Security and taking care of all queries/matters related to General Discipline, Incidents, Accidents, ESIC, EPF, Payment and other matter as deemed fit of their employees and also for immediate interaction with the Institute authorities. During absence / off day of Site In-Charge responsibility may be fixed to any other and same may be intimated to the SEEPZ-SEZ Authority in writing.**

3. Technical Bid strictly required following documents:

- 3.1 The tenderer only who qualifies Pre-Qualification Bid will appear in Technical Evaluation Bid, refer Annexure - I.
- 3.2 The copy of Power Point Presentation containing detailed Action Plan about deployment of Security in SEEPZ-SEZ premises, Recruitment process, Dress Code and Training Plan of the Security Guards propose to be deployed, as per Annexure - II.
- 3.3 The Technical Evaluation will be done by the Committee duly constituted by the Competent Authority and the decision of the Committee shall be final, refer Annexure - II.

4. Financial bid strictly require following documents:

- 4.1 The tenderer only who qualifies Technical Evaluation Bid will appear in Financial Bid.
- 4.2 The tenderer should quote a lumpsum amount per month for entire services/manpower and also submit the breakup of the cost quoted, refer Annexure-VII.
- 4.3 If the Service charges per person quoted is less than 5% of the minimum wages, the quotation will be rejected out rightly.
- 4.4 Final selection will be done as per Annexure - II


(Mahesh Yadav)
Estate Manager,
SEEPZ-SEZ Authority

**The Scope of Work and
Payment, Leaves & Statutory Obligations
by the tenderer**

SECTION – 1

• Scope of Work:

1. The Authority intends to enter into contract for services of a total number of 84 SECURITY Guards & 14 Female Security Guards (**70% should be Ex-servicemen**) to be deployed in 3 shifts at SEEPZ-SEZ Authority. It is further clarified that if the performance of the Security Guards is satisfactory, the Authority may extend the period of contract by three months after the date of expiry looking to the needs of Authority or till the new agreement is made by it for their said purpose on the same terms and conditions. The successful applicant shall be bound to provide such additional persons as and when asked for and also bound to continue the service for such extended period, on the same terms and conditions as may be required by the Authority.
2. During the duty hours, the Security Guards so provided shall keep with them, at all the times, the Identity Card issued by their employer and shall show the same on demand to Inspecting Officers during the duty hours.
3. The successful applicant shall have to provide uniform and all accessories to these Security Guards.
4. The Security Guards provided by the successful applicant shall have to guard entire and all Authority assets, properties, lands and buildings of the Authority limits as assigned from time to time. Security & control of All Gates within the premises. Controlling of Vehicle Movement, Pedestrian Movement and Material Movement & Visitors Movement. Patrolling of the Entire campus during Night.
5. The Security Guards provided by successful applicant shall attend the duties assigned to them by the SEEPZ-SEZ Authority.



SECTION – 2

A. Payment, Leaves & Statutory Obligations:

1. The rates payable to the Contractor for security personnel to be deployed viz. **No extra amount will be paid by the SEEPZ over and above the amount calculated based on the rates quoted by the contractor and accepted by the SEEPZ except when revised due to revision of Minimum Wages by GOI.**
2. The Contractor will be paid on monthly basis for his services. Bill shall be raised by the Contractor in accordance with the agreed upon rates on every 1st day of the succeeding month. Payment to the contractor will be released within 30 working days from the date of acceptance of the bill (if found in order in all respect).
3. The Contractor will ensure payment of wages to his personnel within the period prescribed under Labour Laws for the purpose through respective Bank Account only.
4. The Contractor will follow all statutory requirements as per labour laws prevailing during the contract period and will be wholly responsible for breaking any such law. In all cases, applicable EPF & ESI, will be paid and deposited by the Contractor. EPF, ESI deposit challan of previous month be submitted with the bill of succeeding month. Service Tax deposit challan also be submitted every after six month and before release of PGD / Security Deposit.
5. In case the Contractor fails to comply with any statutory obligation under any labour laws, and as a result thereof the SEEPZ-SEZ Authority is put to any loss or obligation, the SEEPZ will be entitled to get itself reimbursed out of the bills or the security deposit of the Contractor, to the extent of the loss or obligation in terms.
6. No leave of any kind shall be sanctioned by SEEPZ-SEZ Authority to the security and other personnel. The Contractor will have to maintain sufficient number of leave reserves. The Contractor shall be liable to make substitute arrangements, at his own cost, in the case of absence of the security personnel. The Contractor shall man all the security posts and other locations as specified by SEEPZ Authority on all days (round the clock) of a year.

B. Other Responsibilities of the Contractor:

1. The Contractor will be bound by the details and documents as furnished by him to the SEEPZ-SEZ Authority while submitting the tender or at any other time. In case any of the details of such documents furnished by him, are found to be false at any stage, it would be deemed to be a breach of the terms of Contract, making him liable for punitive action.
2. SEEPZ-SEZ Authority shall not be responsible financially or otherwise for any injury to the security personnel caused in the course of their performing the security duties, or for payment for any compensation.



3. The Contractor shall not be permitted to transfer or sub-contract or assign his rights and obligations under the contract to any other organization or otherwise.
4. In case of breach of any of the terms of Agreement, the security deposit of the Contractor will be liable to be forfeited by the SEEPZ Authority. In addition, the contract / agreement will also be liable to be terminated. Any sum of money due or payable by the SEEPZ Authority including the security deposit refundable to him under the contract can be appropriated by the SEEPZ Authority against any amount which the Contractor may owe to the SEEPZ Authority.
5. The Contractor shall, will and truly execute/perform the required services contracted to be performed by him hereunder, to the satisfaction of the SEEPZ Authority.
6. Guards should not be deployed on double duty consecutively except under emergent situation. However, such deployment should not be a regular practice of the contractor.
7. The salary of security personnel shall be paid by the agency within first **seven** working days of following month.
8. Bills in duplicate shall be raised by the agency on monthly basis. Payment will be made within 30 working days subject to the receipts of correct bills with relevant complete in all respects. Bill payment will be made on the e-payment mode. The contractor should submit e-RTGS forms, duly filled in and signed with office seal, every month with the bill where the payment will be remitted.
9. That the contractor shall at his own cost, if required, take necessary insurant cover in respect of the aforesaid services rendered to SEEPZ Authority and shall comply with the stator provision of contract Labour (Regulation & Abolition) Act, 1970, employee state insurance act, workman's compensation act, 1923, payment of wages act, 1936, employees provident fund (and miscellaneous provisions) act, 1952, payment of bonus act, 1965, the minimum wages act, 1948, employers liability act, 1938, employment of children act, 1938 and / or any other rules / regulation and / or statutes that may be applicable to them and shall further keep the SEEPZ Authority indemnified from all acts of omission, fault, breaches and / or any claim, demand, loss, injury and expense arising out from the no compliance of the aforesaid statutory provision. Contractors failure to fulfil and of the obligations hereunder and / or under the said acts, rules, regulation and / or any bye-laws or rules framed under or any of these the SEEPZ shall be entitled to recover any of such losses or expense which it may be have suffer or incur on account of such claims, demands, loss or injury from the contractor monthly payments.
10. Private Security Regulation Act 2005 should be adhered to.
11. In case of any disputes arises jurisdiction will be at Local Court, Mumbai.

Note: In case of any difference of opinion or dispute arising between the two parties regarding interpretation or implementation or any of the terms and conditions of the Contract/Agreement, the same shall be referred to the sole arbitration



of the SEEPZ Authority whose decision shall be final and binding upon both the parties. The Contractor shall seek instructions from Chairman, SEEPZ-SEZ Authority. The Contractor will be required to sign a written agreement before the initiation of the contract. The agreement once signed shall be deemed to be an Agreement between two principal employers. The agreement shall be one for services and not of services.

I have read, understood and accept all the terms and conditions mentioned in the tender form and attached Performa agreement before quoting the tender form.

Date: _____

Signature of the tenderer with seal



ANNEXURE-I

CHECK LIST FOR PRE-QUALIFICATION BID

The following documents need to be arranged / attached in a sequence as mentioned below:-

Sl. No.	Description of requirement	YES / NO	Page No.	Number of Pages of each document
1	ISO 9001:2015 Certificate			
2	EMD Details.			
3	Security Services License copy(Issued by Competent Authority)			
4	Trade License Copy			
5	Photocopy of PAN Card & GST.			
6	Photocopy of latest Income Tax Return.			
7	Copy of partnership deed (if any)			
8	Power of Attorney			
9	List of Authorized signatories with Specimen signature (if any)			
10	Proof of present address (if any)			
11	Profile of the Company as per <u>Annexure-III</u>			
12	Registration with various statutory Authorities as per <u>Annexure-IV</u>			
13	Photocopy of ECR report of monthly EPF & ESIC contribution for last one month.			
14	Declaration by the tenderer as per <u>ANNEXURE-VI</u>			
15	Cost break up as per <u>ANNEXURE-VII</u>			

ANNEXURE-II

Evaluation and Selection:

The Committee will evaluate proposals against the mandatory criteria as detailed in Annexure – I. Proposals meeting all the mandatory criteria will then be assessed and scored against the evaluation criteria. Committee's decision on evaluation shall be final and binding on all the bidders. Bidders who qualify the evaluation criteria will be shortlisted for opening of commercial bids. Commercial bids will be opened for the qualified bidders post technical evaluation.

Two-stage procedure shall be adopted in evaluating the proposals. The selection will be done using **Quality cum Cost Based Selection (QCBS)** process. 70% weightage would be given to the Technical Evaluation and 30% weight age would be given to the Financial Bid –

First Stage:

- i. Only technical proposals shall be opened first for all the firms.
- ii. Thereafter, a technical evaluation shall be carried as per the Annexure – I.
- iii. The technical proposal scoring at least 35 marks out of 70 shall be considered as "Qualified on Technical Parameters". A proposal shall be rejected at this stage, if it does not respond to important aspects of the tender notice or if it fails to achieve the minimum technical score i.e. at least 35 marks.

Second Stage:

Financial bid of the firms which qualify on technical parameters [*laid down as Annexure – VII*] only shall be opened. Financial bids shall be evaluated based on rates (all inclusive, except all taxes) quoted.

Final Selection:

The bidders shall be shortlisted based on points received in QCBS, which will be as follows:

Method of Selection:

Financial proposals of only those firms which are declared technically qualified shall be opened. In deciding the final selection of the agency / company, the technical quality of the proposal will be given a weightage of 70% on the basis of criteria for pre-qualification. The price bids of only those agencies / companies who qualify technically will be opened. The proposal with the lowest cost will be given a financial score of 100 and the other proposal given financial scores that are inversely proportional to their prices. The financial proposal shall be allocated a weightage of 30%. For working out the combined score, the employer will use the following formula:



i) **Total points** = $\{0.7 \times T(s)\} + \{0.3 \times 100 \times \text{LEC}/\text{EC}\}$, where T(s) stands for technical score, EC stands for Evaluated Cost of the Financial Proposal, LEC stands for Lowest Evaluated Cost of the Financial Proposal.

ii) **Example:** Suppose 3 firms A, B, C submit bids and the Technical Evaluation Committee awards them 75, 80 and 90 Marks respectively. Since all the three bidders qualified the Technical Evaluation, their Financial bids were opened and the following were the quoted prices of the three firms:-

A - Rs.120

B - Rs.100

C - Rs.110

(B becomes lowest evaluated cost). The points will be awarded as follows:

A $100/120 \times 100 = 83$ points

B $100/100 \times 100 = 100$ points

C $100/110 \times 100 = 91$ points

In the combined evaluation, thereafter, the Evaluation Committee calculated the combined Technical & Financial score as under:-

Proposal A: $75 \times 0.70 + 83 \times 0.30 = 77.4$ points

Proposal B: $80 \times 0.70 + 100 \times 0.30 = 86$ points

Proposal C: $90 \times 0.70 + 91 \times 0.30 = 90.3$ points

The three proposals in the combined technical & financial evaluation will be ranked as under:

A: 77.4 points: H3

B: 86 points: H2

C: 90.3 points: H1

Proposal C, with the highest total points will thus be recommended for award of contract.

The Client reserves the right not to accept the lowest bid.



Technical Evaluation:

Sr. No.	Criteria	Documents required	Marks Distribution	
			Years	Marks
1	No. of years of experience (for completed years) of conducting security services.	Certificate of Incorporation/Copy of work order should be enclosed along with technical bid.	10-15	5
			16 -20	10
			21 & above	15
			Total Marks	15
2	Average turnover of the company / agency should be Rs. 10.00 Cr. in three preceding assessment years i.e. 2015-16, 2016-17 and 2017-18.	Balance sheet of the company / CA certified certificate showing the average turnover of minimum Rs. 10.00 Cr. during three preceding assessment years i.e. 2015-16, 2016-17 and 2017-18.	10 to 15 Cr.	5
			16 to 20 Cr.	10
			21 Cr. & above	15
			Total	15
3	Action Plan (i) Plan for deployment of Security in SEEPZ-SEZ. (ii) Recruitment process, Dress Code and Training Plan of Security Guards. (iii) Reporting System /Monitoring/ feedback & Audit	Action plan for (i), (ii) & (iii) in hard copy should be enclosed along with technical bid.	05	
			05	
			05	
			Total - 15	
4	Demonstration of each category of Guards in full uniform before the evaluation committee.	Physical demonstration of each category of guards	Total -05	
5	Evaluation and Assessment based on the Power Point Presentation of Sr. No. 3 mentioned above including (i), (ii) & (iii) by the participated agency / company.		Total - 20	
Grand Total of Technical Evaluation			70	

Note: 70% weightage will be given to Technical Bid and 30% weightage will be given to Financial bid. Financial bid of only those company / agency, which secure a minimum of 35 marks out of 70 in Technical evaluation, will be opened.

ANNEXURE-III

PROFILE OF THE TENDERING COMPANY:

The Security Companies are required to furnish the following information along with the Pre-Qualification Bid, Technical Bid of the Tender.

1. Name of the Tendering Agency:
2. Postal Address:
3. Name of the Contact Person (s) with address:
4. Name, Designation and address of the person(s) authorized to sign on behalf of and responsible to the bidding tendering agency (herein after referred as bidder)
5. Whether the firm is private or public limited:
(Attested copies of deed for articles of association to be enclosed)
6. Name of the person holding the power of attorney (attested copy of power of attorney to be enclosed)
7. State the present nationality and liabilities of the person holding the power of attorney.
8. Names of partners, their present nationalities with their liabilities: (attested copy of partnership deed to be enclosed)
9. Names & address of the tendering agency:
10. Telegraphic address of the tendering agency:
11. Telephone No. registered in the name of the tendering agency:
(A copy of the latest bill paid is to be enclosed)
12. Fax No. of the Tendering Agency:
13. Valid Email Address of the Tendering Agency:
14. Website address, if any:
15. Date of registration of the Tendering Agency with Government and Registration No. (a certified copy is to be attached with the tender document).
16. Profile and detailed Set-up of the Tendering Agency: The brochure, booklet etc. of the Company, if available should be attached.
17. List of equipment available with the Tendering Agency to undertake the security job:
18. Total No. of regular staff employed by the Tendering Agency:

Regular Employees	No. of Officers Ex- Servicemen	Civilians	Non Officers Ex- Servicemen	Civilians

19. Names and qualifications (including professional qualifications) and experience of Senior Executives, Advisers and (Consultants of the Tendering Agency).

Sl. No.	Name	Position	Qualification	Experience

20. Addresses with Telephone numbers of the Regional Offices of the Tendering Agency in India.

21. Give the details of major Contracts handled by the Tendering Agency in the past five years in the following format:

Sl. No.	Customer details with address	Amount of Contract	Telephone No., Fax, E-mail etc.	Duration of Contract

22. Exhaustive List of Present and Past Clients: (May attached separate list if space is insufficient)
23. Copy of Current Work Order of min 200 or more Security personnel with any Central / State Govt. Institutions / Organizations.
24. Details of Present clients:
25. Any other information of the present or past in support of bidder's professional capability supported with documentary evidence:

I/We hereby declare that the statements and documents submitted with this application are correct to the best of my / our knowledge and belief. I/We hereby authorize SEEPZ Authority to make any investigation to verify the correctness of the statements made and / or obtain clarifications or information on the technical and financial aspects of the applicant.

Date: _____

Signature of the tenderer with seal

NAME OF TENDERER _____

DESIGNATION OF TENDERER _____

ADDRESS _____



ANNEXURE-IV

DETAILS OF VARIOUS REGISTRATIONS:

Sr. No.	Name of Agency	Registration No.	Period of Validation		Name & Address of the Issuing Authority
			From	To	
a) EPF					
b) ESI					
c) Professional Tax					
d) Service Tax					
e) Pvt. Security Service Registration Cert.					
f) Exemption certificate from concerned Guard Board					

***Self attested copies of EPF and ESI Registration Valid for year to be enclosed.**

Date: _____

Signature of the tenderer with seal



ANNEXURE-V

ANNUAL TURNOVER DURING LAST 3 YEARS

Value of job for providing Security services be filled up as per the following format.

Year	Name of Work	Value of job for providing security services during the period	Certificate from competent authority to be enclosed
(a)	(b)	(c)	(d)
2015-2016			
2016-2017			
2017-2018			

Note: Self attested Audited balance sheet of the respective year to be enclosed.

Date: _____

Signature of the tenderer with seal



ANNEXURE-VI

DECLARATION BY THE TENDERER

This is to certify that;

- i) I / We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself / ourselves to abide by them.
- ii) I/We abide by the provisions of Minimum Wages Act, Contract Labour Act and other statutory provisions like Provident Fund Act, ESI Bonus, Gratuity, Leave, Relieving Charges, Uniform and Allowance thereof and any other charges applicable from time to time.
- iii) I/We will pay the wages to the personnel deployed as per Minimum Wages Act as amended by the Government from time to time and shall be fully responsible for any violation.
- iv) I/We shall provide trained Security Guards.
- v) I/We do hereby undertake that complete security of the SEEPZ-SEZ Premises shall be ensured by our Security agency, as well as any other point considered by our Agency.
- vi) I/We are declaring that I/we are providing Security Services to Govt. Organizations/Public Sector Undertaking/Autonomous Bodies and Educational Institutions or Private Sector of repute from **last fifteen years**.

Date: _____

Signature of the tenderer with seal

NAME OF TENDERER _____

DESIGNATION OF TENDERER _____

ADDRESS _____



ANNEXURE-VII

To,
The Estate Manager,
SEEPZ-SEZ Authority,
Andheri (E),
Mumbai - 400 096

Sir,

I/We have gone through, understood fully and declare that I/We shall abide the terms and conditions detailed in the bid document for supply of the services required.

Sr. No.	Category	Manpower	Lumsum amount per Guard	Total lumsum amount
1.	Technical (Male/Female) Security Guards	20		
2.	Skilled Ex-servicemen Guards	64		
3.	Semi-skilled Security Guards trained under PSRA Act	7		
4.	Female Security Guards trained under PSRA Act	7		
	Grand Total	98		
Total Amount in Rupees:				

**SEEPZ-SEZ Authority is exempted from payment of GST, hence GST is not required to be paid by the SEEPZ-SEZ Authority.*

The bidder should enclose the breakup of the above quoted cost separately with the price bid.

The quoted cost should be in compliance of all statutory requirements/rules/Act.

Date: _____

Signature of the tenderer with seal

NAME OF TENDERER _____

DESIGNATION OF TENDERER _____

ADDRESS _____



SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY
GOVERNMENT OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

AGENDA ITEM NO. 04

A) Proposal :

Proposal for approval of the estimate for the day to day civil maintenance of the SEEPZ Zone and Staff Qrts.

B) Specific Issue on which decision of Authority is required :

Approval of the estimate for the day to day civil maintenance of the SEEPZ Zone and Staff Qrts.

C) Relevant provision of SEZ Act, 2005 & Rules :

Section 34 of the SEZ Act, 2005 and proviso of Rule 7 (2) (iii) of the SEZ Authority Rules 2009

D) Other Information :

The proposal of the AMC for civil work viz. day to day maintenance was awarded to M/s .NFCD for the year 2018-19 on 18.03.2018 for Rs. 78,20,250/- and extended on 16.04.2019 till finalization of the new agency.

The Authority in its 37th Authority meeting held on 24.10.2019 held the view to terminate the services of the existing contractor viz. M/s. NFCD w.e.f. 30.11.2019. Accordingly a letter was issued on 21.11.2019 conveying the termination of the contract.

MIDC being the Special Planning Authority since 1973 was maintaining the SEEPZ Zone, hence they were asked to furnish the estimate for the day to day maintenance of the SEEPZ Zone and Staff Qrts. MIDC has furnished the estimate for the said work amounting to Rs. 56,37,300/- inclusive of 12.5% ETP charges. They have mentioned that the said work will include replacing rain water/down take pipe, RCC cover over gutter chamber, bricks work, plasters, kerb stones, sanitary fittings and fixtures in staff quarters and Service Centre bldg. They have mentioned that the said estimate is tentative and can be modified while technical scrutiny by MIDC. The revised estimate if any shall be informed to SEEPZ prior inviting tender.

E) Recommendation :

The proposal is thus placed before the Authority for consideration and approval for AMC of the day to day civil maintenance of the SEEPZ Zone and Staff Qrts.

MINUTES OF THE 37TH AUTHORITY MEETING HELD ON 24.10.2019
UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER &
CHAIRPERSON, SEEPZ-SEZ AUTHORITY.

The following were present:

- | | | | |
|-------|---|---|------------------|
| (i) | Shri. Devendra Singh
Dy. DGFT, Mumbai | - | Member |
| (ii) | Shri. Shishir B Nevatia
Director, M/s. Sunjewels Pvt. Ltd. | - | Member |
| (iii) | Shri C.P.S. Chauhan
JDC, SEEPZ-SEZ | - | Member/Secretary |
| (iv) | Shri Keshav Jadhav
ADC (Estate) | | |
| (v) | Shri. Raju Kumar
ADC (Admn.) | | |

The Chairperson welcomed the Members of the SEEPZ-SEZ Authority and thereafter Agenda was taken up for discussion.

Confirmation of the Minutes of the 37th Meeting held on 20.09.2019.

The Minutes of the meeting held on 20.09.2019 were with consensus.

Agenda Item No. 1: Proposal for AMC for Operation and Maintenance of 5 TPD
"NISARGRUNA" Bio-as Plant

The Authority was briefed about the functionality, operation and maintenance of the existing Bio-gas Plant and the generation of gas from the wet waste.

After deliberation, the Authority approved the proposal of AMC for Operation and Maintenance of 5 TPD "NISARGRUNA" Bio-gas Plant granted awarded to M/s. Aviplast for a period of three years w.e.f. 15.10.2019 @ Rs. 1,78,000/- per month and with an increased escalation of 10% every year and the onetime cost of repairing of existing plant to stop the leakages @ Rs. 6,17,000/-. Authority also directed to execute the Agreement on priority basis.

Further the Authority held the view that two Sub-Committees may be constituted comprising of 3 members viz. Estate Manager and One nominee each of SGJMA & SEEMA who have some expertise in the said field :-

Agenda Item No.11: Proposal for AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ including Residential Complex

The Authority was informed that the office had initiated steps and floated the tender for AMC for cleaning of gutters/drainage and sewerage lines. However, the office had received very less bids from the empanelled bidders and therefore the office is in the process of open tendering the work.

After deliberation, the Authority held the view to initiate action by floating a tender for cleaning of gutters/drainage and sewerage lines and give wide publicity and also efforts may be taken to identify new bidders for healthy competition. Also in view of the fact that response to the tender has been poor, despite repeated tendering, the Security Deposit may be reduced from Rs. 5.00 lacs to Rs. 2.00 lacs.

Authority also held the view that the cables unlined in the gutters and drainage system are creating choke ups and need to be removed, by the service providers in coordination with the Unitholders within 60 days and to lay them in the proper manner, failing which the cable lines should be disconnected.

Agenda Item No.12: Proposal for AMC for civil work at Residential and Non-Residential area for the year 2018-19

The Authority was informed that the current contract of day to day maintenance has been awarded to M/s .NFCD for the year 2018-19 on 18.03.2018 for Rs. 78,20,250/- and the same was extended on 16.04.2019 till finalization of the new agency. However, their work is being verified by the Engineers based on the records available and the verification report. However, the payment of the same will be made only after due verification of the documents and progress report submitted by M/s. NFCD.

After deliberation, the Authority held the view to terminate the existing AMC contract given to M/s .NFCD w.e.f. 30.11.2019 or till the finalization of the new agency whichever is earlier.

The Authority further held the view that the work done by NFCD be ascertained, but this is a technical task for which SEEPZ has no expertise. It was further held :-

- (a) To engage an agency to verify the work done by NFCD. Tenders be immediately floated to hire an agency to verify the work done by NFCD, work order-wise and invoice-wise
- (b) Also to proceed on the IIT report that the buildings are unsafe.

After deliberation, the Authority noted the recruitment of the Executive @ Rs. 35,000/- per month. However, Authority felt that his services are no longer required and directed to give one month notice and terminate his services w.e.f. 01.12.2019.

Table Agenda Item No. 3 : Proposal for implementation of Exit Policy

The Authority was informed that the Modified Exit Policy approved in the 34th Authority meeting held on 11.05.2018 was sent to MOC&I for concurrence and subsequent reminders were sent on 15.07.2018 and 15.10.2018. However, no reply were received till date. Also the amendments in the SEZ Rules was sent to MOC&I and the reply of the same is also awaited. However, the Unit holders are pressing hard for amendment in the Exit Policy for generating employment, earning increased Net foreign exchange, and boost the exports of the Zone.

After deliberation, the Authority held the view that MOC&I may be informed that, the SEEPZ SEZ Authority is of the view to follow the modified Exit Policy already approved in the 34th Authority meeting held on 11.05.2018. There is no express provision in respect of the exit cases under Rule 74 of the SEZ Rules. The modalities for allowing exit, to be worked out and presented in next meeting of the Authority.

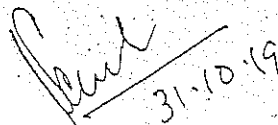
Table Agenda Item No. 4 : Proposal for procedure being followed for allotment of vacant space

The Authority was informed the procedure being followed w.r.t. Public Notice for inviting applications for allotment of vacant space. The Authority was intimated that 38 applications were received and the same are under scrutiny.

After deliberation, the Authority noted the tender floated for allotment of vacant space and desired that the results of the tender and the proposed allotment be brought before the Authority in its next meeting.

The Meeting ended with a vote of thanks to the Chair.

This issues with the approval of the Chairperson of SEEPZ SEZ Authority.


31.10.19

(C.P. Singh Chauhan)
Secretary/Jt. Development Commissioner,
SEEPZ SEZ Authority

D. E. 275
No. DE/SEEPZ/ /of 2019,
Office of the Deputy Engineer,
MIDC, Sub-Seepz, Mumbai
Date:- 26/11/2019

To,
The Estate Manager,
Seepz SEZ, Andheri.

Sub:- Estimate for the work of M & R to Seepz
Day to Day Civil Maintenance Seepz Zone and Staff
colony.....

Ref:- 1) Seepz letter No.21824 Dt.13th Nov.2019.
2) Office order No.212/75 EPZ Dt.15th Nov.2019.

Sir,

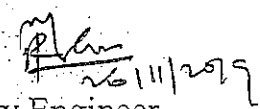
With reference to your above referred letter, estimate for day to day maintenance work in Seepz zone is being submitted with following provisions.

The estimate include general day to day M&R works such as replacing rain water /down take pipe, RCC cover over gutter chamber , bricks work, plasters, kerb stones, sanitary fittings and fixtures in staff quarters and Service Center building in Seepz -SEZ zone.

The estimated cost include 12.50% ETP charges. The terms and conditions shall be as per Deposit Contribution work and as per terms and conditions as per letter of GOI Ministry of Commerce, dt. 15th Nov-1973. The scope of work and the quantities are purely tentative and may exceed/reduce to any extent as per site conditions of requirement. The estimate cost is Rs.5010901.00 & Rs.5637300.00 with 12.50% ETP charges.

The estimate is tentative and the same may be modified while technical scrutiny by EE, MIDC. The revised estimate shall be informed to seepz prior to inviting of the tender.

H. process immediately
26/11/19
12/11/19


Deputy Engineer,
MIDC, Sub-Seepz,
Mumbai

MAHARASHTRA INDUSTRIAL DEVELOPMENT CORPORATION

(A Government of Maharashtra Undertaking)

Estimate

Name of work "M & R to Seepz
Day to Day Civil Maintenance Seepz Zone and
Staff colony.....

Estimated cost 5637300.00 (N)

Reference to administrative approval


Technical sanction For Rs. (N)
Granted by
vide his register Item No. _____
for the month of _____ 2019.

Estimate prepared by Name and designation Shri. R.S. Pimple, (A E)

Signature

Checked by Name and designation

Signature


Deputy Engineer

Executive Engineer

Superintending Engineer

Chief Engineer

Cost Abstract

Name of work " M & R to Seepz
Day to Day Civil Maintenance Seepz Zone and
Staff colony.....

Estimated cost 4260970.00

ADD 5% Contigencies 213048.50

Total Rs. 4474018.50

Add. 18% GST 536882.22

SAY Rs. 5010900.72 (N)

ADD 12.50% E.T.P. Chages 626362.59

Total Rs. 5637263.31

SAY Rs. 5637300.00



Deputy Engineer,
MIDC, SEEPZ Sub - Division,
Andheri (East), Mumbai - 400 096.

Name of work : " Day to day maintenance for SEEPZ staff quarters, as well as all SDF buildings / G						
ABSTRACT						
Sr.N	Ref. of MIDC DSR	Description of item	Quantity	Unit	Rate as per MIDC/DSR	Amount
1	GEN/B/10	Removing old existing down take water supply & drainage pipe lines C.I. / G.I. / A.C. / PVC / HDPE pipes upto 150 mm dia.laid underground, horizontal & on vertical walls including transporting, stacking the material at departmental stores for all lifts & leads etc. complete as directed.				
		b) above 50 mm and upto 150 mm dia.	840.00	R.M.	18.00	15120.00
2	Gen/C/3	Providing and laying in position plain cement concrete using granite or black trap graded metal including mixing in a mechanically operated mixer, dewatering, compacting, curing as required complete for all lifts up to a + 5 m. above or below the ground level where concrete is proposed, including centering/shuttering using ordinary Portland cement.				
		With Natural Sand				
		c) In 1:2:4 proportion.	25.00	Cum.	4921.00	123025.00
3	Gen/D/2	Providing IInd class burnt brick masonry with conventional type bricks in cement mortar for super structures upto 5.0 M height above plinth level of building or super structures or first floor including striking out joints on face where plaster is to be done scaffolding curing etc complete.				
		d) 1:4 Cement Mortar				
		(i) Using natural sand.	10.00	Cum.	5547.00	55470.00
4	Gen/F/8	Providing sand faced plaster (sponged external) in cement mortar 1:3 in all positions including base coat scaffolding, keeping the surface of base coat rough to receive sand faced treatment, curing etc. complete				
		c) (i) 25 mm thick two coats	1000.00	Sq.M	322.00	322000.00

5	Gen/F/14	Providing and fixing chicken mesh made out of 22 / 24 gauge wire with openings of 25 mm x 25mm or less as approved over junctions of RCC brickwork or any other similar materials, nailing the chicken mesh with wire nails at 200-250 mm c/c prior to plastering, all labour and materials complete.	10.00	Sq.M	98.00	980.00
6	PWD/D. SR 2019-20 (Page 426)/Sr. No. 1696.	Providing and mixing shrinkage compensating admixture cum plasticizer-Sunplex 330 gms pouch of approved by Engineer in charge, adding per 50 kg bag of cement in sand faced cement plaster to internal /external surfaces in finished in proper line and level. Add Sunplex in dry machine mix before addition of	500.00	Kg	42.00	21000.00
8	MIDC's tender B/1/1 for 2017-18.	Providing & laying pre polished Granamite/Marbonite (Vitrified tiles) flooring of 6 mm to 8 mm thick, size 600 x 600 mm of approved colour including cutting the required size, laying, jointing and grouting the joints with cement slurry of required colour on bed of 25 mm thick in C.M. 1:4 all labour and materials etc complete	50.00	Sq.M	1800.00	90000.00
9	Bd/B/28	Providing and fixing Fiber Glass Doors consisting of fiber glass mat fixed on plywood 4 mm thick and jungle wood frame styles 30 mm thick including required fixtures and fittings in approved colour as per manufacturers recommendation in both single and double leaf door all labour and materials complete.	50.00	Sq.M	2460.00	123000.00
10	Bd/B/34	Providing and fixing in position collapsible steel shutters with vertical channels 20 x 10 x 2 mm & braced with flat iron diagonals 20 x 5 mm size top & bottom T section 40 x 6 mm size 30 mm steel pulleys complete with bolts-nuts, locking arrangement, stoppers, handles and painting of two coats of synthetic enamel over 1 coat of red oxide zinc chromate primer.	50.00	Sq.M	2953.00	147650.00
11	Bd/E/1	Removing including rubbing down, washing cleaning with dry cloth etc. the existing white colour or lime wash or the distemper wash, including scaffolding and making the surface smooth by ordinary enamel putty, plaster of paris etc to receive white or colour washing etc. complete.	1000.00	Sq.M.	5.00	5000.00

12	Bd/E/6	Providing and applying plastic emulsion paint conforming to IS:5411-1991 part I of superior quality of approved make, colour and shade to the old & new surfaces in two coats over primers, including scaffolding, preparing the surfaces to receive the paint and applying putty	1000.00	Sq.M.	121.00	121000.00
13	Bd/E/16	Providing and applying paints of approved make, including all materials and labour complete and furnishing three years guarantee. (Rates excluding GST)				
		h) Polyurethen Paint (Two Coats) including one coat of primer.	300.00	Sq.M.	183.00	54900.00
14	Bd/E/18	Providing & Applying cement base white putty in average 2 to 4 mm thickness to walls, ceiling, beams & columns in two coats (ie. course and fine putty) to make the surface smooth, providing required grooves, corners, edges etc. complete as per directions of Engineer - In - Charge	300.00	Sq.M.	36.00	10800.00
15	PWD/D SR 2019-20 (Page 427)/Sr. No. 1698.	Clean the surface to remove dirt, loose particles. Examine the surface closely for any cracks. Clean the cracks. Provide and fill a pure acrylic, polymer modified ready to use paste Polyfill AR of approved make & approved by Engineer in charge having a cream coloured viscous emulsion ready to use acrylic polymeric non-shrink crackfiller putty with auto suction properties and equiring no bonding agent, no curing and no requirement for opening the existing cracks finishing with subsequent filling as required. Provide and apply three coats of 100% acrylic waterproof heat insulating breathable decorative external coating Sunext 8 of approved make & approved by Engineer in charge, in he desired shade. Stir well and apply by brush for three coats. Applying three coats at an interval of 4-6 hours between each coat. High Performance 100 % Acrylic,	500.00	Sq.M.	251.00	125500.00

16	Bd/F/11	<p>l) Providing and laying galvanized iron pipes conforming to IS:1239-1992 (Part I & II) and jointing etc. complete including cost of all specials for jointing of pipes sun and safeda to be used for making joint perfectly watertight. (Including taxes and duties etc. complete) (Excluding excavation)</p> <p>C] HEAVY CLASS (Red)</p> <p>a) 15 mm diameter</p> <p>b) 20 mm diameter</p> <p>e) 40 mm diameter</p> <p>f) 50 mm diameter</p>					
			100.00	R.M.	94.00	9400.00	
			100.00	R.M.	103.00	10300.00	
			100.00	R.M.	179.00	17900.00	
			100.00	R.M.	264.00	26400.00	
17	Bd/F/13	<p>Providing and laying UPVC pipes of standard make in line and level including necessary labour, bends, tees, fixtures etc. and testing the pipes complete. (Rates excluding GST)</p> <p>A] U.P.V.C pipes as drainage lines</p> <p>i) 75 mm diameter</p> <p>ii) 110 mm diameter</p>					
			300.00	R.M.	151.00	45300.00	
			750.00	R.M.	231.00	173250.00	
18	Bd/F/13a	<p>Providing & fixing in position heavy duty CP brass plug cock / screw cock / stop cock conforming to IS:781-1984 including necessary socket/union nut etc. complete for fixing cocks, sun and safeda must be used to make joint perfectly watertight.</p> <p>a) 15 mm diameter</p> <p>c) 25 mm diameter</p> <p>e) 40 mm diameter (Wheel valve Brass)</p> <p>f) 50 mm diameter (Wheel valve Brass)</p>					
			10.00	Nos	282.00	2820.00	
			10.00	Nos	421.00	4210.00	
			50.00	Nos	738.00	36900.00	
			50.00	Nos	1253.00	62650.00	
19	Bd/F/24	<p>Constructing 0.3 m x 0.3 concrete bedding, 1:4:8 inlet connections etc. complete up to 1.5 m depth and 20 mm thick cement plaster, 1:3 cement mortar both for inside and outside faces etc. complete including cost of CI frame and cover etc. complete. (Including excavation) (Rates excluding GST)</p>					

		b) With M-20 grade RCC covers.	10.00	Per No	2841.00	28410.00
20	Bd/F/25	Construction of BB masonry (230 mm thick in CM 1:6) sewer trap chamber or ordinary chamber with 20 mm. thick cement plaster in 1:3 CM cement concrete bedding M-75 grade concrete and CI grating, including RCC precast frame and cover etc. complete for depth upto 1.50 m (including cost of				
		b) 90 x 45 cm (internal size) sewer trap chamber.	5.00	Per No	11273.00	56365.00
21	PWD/D SR 2019-20 (Page 426)/Sr. No. 1697.	Providing and applying one pack bonding coat between concrete members like RCC slabs, columns, beams, chajjas, pardis etc and cement mortar plaster using Hack Aid Plast of approved make & approved by Engineer in charge. Clean the concrete surface throughly to remove dust, dirt, grime, deshuttering oils and rub down to a clean surface. Apply Hack Aid Plast of approved make & approved by Engineer in charge by spray on the entire concrete surface. Provide a lean cement -	1000.00	sq.mtr.	54.00	54000.00
22	PWD/D SR 2017-18 (Page 13)/Item No. 30. (Rate Approved by Superintendent Engineer, Mumbai (PW Circle)	Repairs to RCC Damaged Members such as slab, beam, columns by using Readymix Polymer Modified Mortar (upto 20 mm thick). Removing loose rust from the reinforcement bars by wire brushing, light hammering etc. and applying sulphate and chloride free inorganic single component rust remover (RUSTICIDE - SUNANDA MAKE) conforming to IS 9077. The rusted surface shall become blackish non rusted colour. After 24 hours of application of rust remover, loose particles shall be removed by brush. Applying bonding coat slurry of high performance acrylic polymer MasterEmaco, SBR 2 of BASF/POLYALK EP of Sunanda Make or equivalent over Ready mix polymer modified mortar. (SUNMIX-SUNANDA MAKE). by adding 13-16% water by weight of SUNMIX for treatment to the damaged RCC Members. Add 1 Kg of Bipolar Concrete	150.00	sq.mtr.	1636.00	245400.00
23	Non DSR	Removing stacks of debris with following the procedure of SEEPZ-SEZ authority.	10.00	truck load of 2.00	6000.00	60000.00

25	Bd/A/26	Providing and laying pre polished granite flooring of 18 mm thickness, size and colour including cutting to the required size, laying jointing and grouting the joints with cement slurry of required colour made of white cement and colour on a bed of for door frame (for 4 doors and steps riser/trader)	25.00	sq.mtr.	3042.00	76050.00
26	Bd/B/20	Providing and fixing M.S. grill work to windows or openings made out of 12 mm square bars or MS flats of 20 mm x 4 mm welded to rectangular frame made out of 50 x 6 mm M .S. flats with necessary holdfast one coat of primer and two coats of synthetic enamel paint etc. complete.	500.00	Kg.	89.00	44500.00
27	Gen/I/1	Providing, erecting pre-cast elements such as cover slabs for drains, grills, kerbs, kerb stone, dividers, manholes, frames, manholes covers, gutters, fence posts grills, rails lintels, sills, bed blocks, steps or any other member or element as per drawings & specifications using RCC grade M-20 including shuttering as may be required, compacting by plate vibrator, curing and finishing the element where required with 1:3 cement mortar, transporting to site and erecting in position grouting with cement mortar 1:3 as may be required and curing etc. all labour and material complete. (Including cost of Steel reinforcement)	50.00	Cum.	10289.00	514450.00
28	PWD DSR (2019- 20)PAG E NO.381 (Item 1551)	Providing and fixing double scaffolding system(cup lock type) on the exterior side of building/ structure, including additional rows of scaffolding in stepped manners per requirement of site, made with 40mm dia M.S.tube, placed 1.5 metre centre to centre, horizontal & vertical tubes joint with cup & lock system with M.S.Tubes, M.S.tube challis, M.S.clamps and staircase system in the scaffolding for working platform etc. and maintaining it in serviceable condition for execution of work of cleaning and/or pointing and/ or applying chemical and removing it thereafter. The scaffolding system shall be stiffened with bracings, runners, connecting with the building etc, wherever required, infeasible, for inspection of work at required locations with essential safety features for the work men etc., complete as per directions and approval of Engineer-in-charge. Note:- (1)The elevational area of the scaffolding shall be measured for	500.00	sq.mtr.	160.00	80000.00

29	PWD DSR (2019-20) PAG E NO. 383/	Removal of plants/ficus grown by pulling out rootsy stem embedded in masonry, cutting stem and application of high/gur/lime formulation as specified by the Architect or of her patented chemical biocide treatment such as biocide 'Glycel' (isopropylamine salt of glyphosate) or other chemical as specified by the Engineer in charge	100.00	per nos	160.00	16000.00
30	Gen/B/7	Removing tiled flooring in all types of tiling or flooring i.e. Shahabad, Kotah, Cement, Marble mosaic, Glazed, Ceramic tiles etc. including stacking the materials as directed with all leads & lifts.	100.00	sq.mtr.	36.00	3600.00
31	Gen/A/	Excavation in trenches, pits, pipe lines, foundations, column footings, walls etc. in earth's soils of all types, gravel, sand, soft & hard murum, and boulders up to 0.03 cum. size including removing the excavated material upto a distance of 50 M beyond the edge of excavation including the initial lift of 1.5 M, stacking or spreading as directed, bailing of sub-soil water if any preparing base for foundation etc., and back filling the excavated pit or trench using the excavated material in layers including watering	50.00	Cum.	166.00	8300.00
32	Gen/A/	Excavation for trenches, pits, pipelines, foundations, column footings, walls etc. in soft rock and boulders between 0.03 TO 0.30 Cu. M in size for a depth upto 1.5 M including removing the excavated materials upto a distance of 50 M beyond the edges of trenches / pits etc. breaking the boulders into 225 mm size rubble including stacking the same (rubble as well as soft rock) and / or spreading as directed, bailing out water if any, preparing the bed for foundations & necessary back filling the excavated pit / trench as directed by Engineer-in-charge all labour and materials complete. (Rates excluding GST)	50.00	Cum.	340.00	17000.00
33	Gen/B/	Removing doors and windows with frames & shutters fixed in position and stacking them with all leads & lifts as directed. (Rates excluding GST)	50.00	per nos	157.00	7850.00
34	Gen/B/	Removing tiled flooring in all types of tiling or flooring i.e. Shahabad, Kotah, Cement, Marble mosaic, Glazed, Ceramic tiles etc. including stacking the materials as directed with all leads & lifts.	50.00	sq.mtr.	36.00	1800.00

35	Gen/C	Providing and fixing in position reinforcement of all dia for RCC piles, pile caps, footings, foundations, slabs, columns, beams, canopies, staircase, newels, chajjas, lintels pardis, copings, fins, arches etc. as per detailed designs, drawings and schedules including cutting, bending, hooking the bars, binding with wires or tack	0.50	M.T.	62361.00	31180.50
36	BD/A/	Providing and fixing black cuddapa polished stone sills or kitchen platforms, partitions of thickness varying from 25 to 30 mm over cement mortar bedding of 25 to 40 mm in 1:4 proportion including cutting, polishing the edges etc. all labour and materials complete. (Rates excluding GST)	10.00	sq.mtr.	707.00	7070.00
37	BD/F/1	Providing and fixing European type commode conforming to IS:2556 -1994 (Part-II) latest edition with PVC. Double seat cover commode or equivalent including outlet, inter connections through walls including all fittings etc. complete. (Rates excluding GST) a) in white colour	15.00	per nos	4205.00	63075.00
38	BD/F/3	Providing and fixing in position UPVC Nahani Trap including SS grating, fixing in cement concrete M-15	15.00	per nos	224.00	3360.00
39	BD/G/	Providing and fixing hinges manufactured as per best engineering practice or as per IS wherever they apply for door & windows with necessary materials and labour costs etc. complete. D] Standard Stainless Steel hinges 3) 125 mm size.	15.00			
40	BD/G/	Providing and fixing aldrops of 16 mm diameter bars manufactured as per best engineering practice wherever they apply for doors and windows with necessary materials and labour etc. complete. (Rates excluding GST) D] Standard Stainless	15.00	per nos	85.00	1275.00
41	BD/G/	Providing and fixing tower bolts 12 mm diameter as per best engineering practice conforming to IS:204-1992 (Part I,II) for doors & windows with necessary materials and labour complete. (Rates excluding GST) C] Standard stainless	15.00	per nos	532.00	7980.00
42	BD/G/	Providing and fixing handles manufactured as per IS:208-1992 for doors and with all materials like screws etc. and all labour complete. (Rates excluding GST) D] Standard Stainless	15.00	per nos	125.00	1875.00
					89.00	1335.00

43	BD/G/	Providing and fixing night latch manufactured as per best engineering practice as per IS:3847-1992 for doors with necessary materials and labour etc. complete. (Godrej make) (Rates excluding GST)	15.00	per nos	1163.00	17445.00
44	BD/G/	Providing & fixing sliding bolt (latch fabricated out of flats) manufactured as per best engineering practice or as per IS:281-1991 for doors with necessary materials and labour cost complete. (Rates excluding GST) c) Stainless Steel 250 mm	15.00	per nos	143.00	2145.00
45	DR/B/2	Providing at the site of work and lowering, laying and jointing RCC NP2 class pipes conforming to IS:458-1988 in prepared trenches in grade and level, including hoisting, making rubber ring / collar joints in cement mortar 1:1, including cost of collar / rubber ring, jointing material like cement, sand etc. and hydraulic testing of the pipes at factory as well as on site as per the stipulation in relevant IS code etc. complete. (Rates excluding GST)	50.00			
		d) 250 mm dia.	50.00	per RM	582.00	29100.00
		e) 300 mm dia	50.00	per RM	805.00	40250.00
46	DR/C/2	Constructing circular type manhole chamber of specified diameter and size in B.B. masonry 230 mm thick in cement mortar 1:3 upto 1.50 depth, & 350 mm thick below 1.50 depth, including foundation concrete 200 mm thick, & top R.C.C. slab 150 mm thick in grade C.C. M-15, inside plaster. 20 mm thick in cement mortar 1:3 with sulphur resistant cement finished with a floating coat of neat cement, & pointing in cement mortar 1:2 above crown level, and providing channels in C.C. M-15 & finished smooth complete curing testing etc. complete in B.B. masonry 230 mm thick in cement mortar 1:3 upto 1.5 m depth & 350 mm thick	3.00	per nos	29794.00	89382.00

47	bd/b/12	Providing and fixing anodized (anodic film must not be less than 15 microns i.e. AC-15 as per IS, the anodising must be sateled by keeping the anodized section in boiling de-anodized water for a period of one hour) aluminium sliding type windows conforming to IS:1948,1961 (all shutters sliding) with hollow bottom section & standard two / three / four track frame section all round (top, bottom and sides) with shutter frame made up of standard handle section standard interlocking section and standard top and bottom section with glass with nylon guides, gliders glass fixing PVC weather strips, PVC weep holes etc complete with approved type offlocking arrangement, handles and other fixtures including fixing, cleaning polishing the aluminium section with petrol and / or other agents as specified by the manufacturers etc. complete. (The rate shall be inclusive of silicon Sealant	200	Kg	286	57200.00
		b) 5 mm glass section	100	Sqm	286	28600.00
48	Gen/J/5	Providing and laying patented water proofing treatment for sanitary block using required thickness of brick bat and cement mortar 1:3 with proper levelling including mixing with cement mortar the patented water proofing material of approved manufacturer and finishing the surface including guarantee of 5 years for	100	Sqm	720	72000.00
49	Gen/b/5	Dismantling RCC work of all grades of concrete and sorting out the materials such as steel etc. as directed and stacking them with all leads & lift as directed. (Rates excluding GST)	10	Cum.	720	7200.00
50	Gen/b/4	Dismantling PCC work of all grades of concrete and sorting out the materials such as steel etc. as directed and stacking them with all leads & lift as directed. (Rates excluding GST)	5	Cum.	320	1600.00
						0.00
51	Gen/b/9	Removing old barbed wire from existing fencing and providing and fixing new 14 S.W.G. G.I. barbed wire to the existing post including all material labour etc complete.	200	Rm	100	20000.00
52	Bd/I/1	Providing and fixing 7 rows G.I. barbed wire fencing (14 SWG) having 2 ply and 4 points at 75 mm. c/c with angle iron 45 x 45 x 6 mm 2.4 m high, 1.95 m above ground level and 0.45 m embedded in concrete at 2.5 m c/c with stays at 15 m c/c and cross wires in each bay, both fixed in grade cement concrete base having dimension 0.3 x 0.3 x 0.5 m and painting posts with one coat of anti-corrosive paint, and two coats of approved enamel paint.	200	Rm	626	125200.00
53	Bd/f/19	Flushing Tankn for unrinals	10	Nos	2103	21030.00
54	Bd/B/1	P& F C I Pipe line	100	Rm	850	85000.00
		100 mm dia				0.00
55	Bd/F/40	P& F gate valve	10	Nos	1789	17890.00
		40 mm dia				

	ii	50 mm		10	Nos	2505	25050.00
	iii	80 mm		10	Nos	5994	59940.00
56		Supply of labour					0.00
	i	Skilled		50	Nos	770	38500.00
	ii	Unskilled		300	Nos	709	212700.00
57	Gen/L/1	P& F Structural steel		0.5	Mt	57574	28787.00
58	29	hire Dewatering set 15 HP		30	days	1800	54000.00
59	22	Hire desiel welding set		50	Hrs	850	42500.00
60	7	Hire Dumper		50	days	4000	200000.00
61	8	Water tanker 10 cum		50	per trip	1000	50000.00
						Rs.	4260969.50

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**MINUTES OF THE 37TH AUTHORITY MEETING HELD ON 24.10.2019
UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER &
CHAIRPERSON, SEEPZ-SEZ AUTHORITY.**

The following were present:

- | | | | |
|-------|---|---|------------------|
| (i) | Shri. Devendra Singh
Dy. DGFT, Mumbai | - | Member |
| (ii) | Shri. Shishir B Nevatia
Director, M/s. Sunjewels Pvt. Ltd. | - | Member |
| (iii) | Shri C.P.S. Chauhan
JDC, SEEPZ-SEZ | - | Member/Secretary |
| (iv) | Shri Keshav Jadhav
ADC (Estate) | | |
| (v) | Shri. Raju Kumar
ADC (Admn.) | | |

The Chairperson welcomed the Members of the SEEPZ-SEZ Authority and thereafter Agenda was taken up for discussion.

Confirmation of the Minutes of the 37th Meeting held on 20.09.2019.

The Minutes of the meeting held on 20.09.2019 were with consensus.

**Agenda Item No. 1: Proposal for AMC for Operation and Maintenance of 5 TPD
"NISARGRUNA" Bio-as Plant**

The Authority was briefed about the functionality, operation and maintenance of the existing Bio-gas Plant and the generation of gas from the wet waste.

After deliberation, the Authority approved the proposal of AMC for Operation and Maintenance of 5 TPD "NISARGRUNA" Bio-gas Plant granted awarded to M/s. Aviplast for a period of three years w.e.f. 15.10.2019 @ Rs. 1,78,000/- per month and with an increased escalation of 10% every year and the onetime cost of repairing of existing plant to stop the leakages @ Rs. 6,17,000/-. Authority also directed to execute the Agreement on priority basis.

Further the Authority held the view that two Sub-Committees may be constituted comprising of 3 members viz. Estate Manager and One nominee each of SGJMA & SEEMA who have some expertise in the said field :-

I. Sub-Committee on Estate Management to assess and improve efficiency of Estate management in respect of the following :

- Waste Collection and management ;
- Improving the cleanliness ;
- Tree cutting and gardening maintenance ;
- To see that all Units begin segregating dry and wet waste at source as per policy of BMC and to suggest penal action where needed

II. Sub-Committee on Drainage Management with a view to prevent water logging.

Agenda Item No.2: Proposal for AMC for lifts installed at SEEPZ Service Centre & BFC Bldg.

The Authority was appraised that the office had approached M/s. Kone Elevators and awarded the contract to M/s. Kone Elevators for a year on 26.05.2017 and the subsequently the contract period was extended for the period 01.04.2019 to 31.03.2022 amounting to Rs. 4,28,633/- per annum and with a 10% escalation in each year.

After deliberation, the Authority noted the AMC awarded to M/s. Kone Elevators for the period 2019-20 @ Rs. 4,28,633/- per annum and subsequent extension for 3 years upto 31.03.2022 with a 10% escalation each year.

Agenda Item No.3: Proposal for Hiring of Vehicle for official use

The Authority was briefed about the requirement of the vehicle and also conveyed that the said requirement has been examined and uploaded on Gem portal which will be opened on 28.10.2019. Committee noted the requirement of the said proposal.

Agenda Item No. 4: Proposal for AMC for Passenger and Freight lift installed at all SDFs & Gems & Jewellery Bldgs.

The Authority was informed that the existing AMC for Passenger and Freight Lift was awarded to M/s. NFGD for a period of one year to 20.03.2018 for Rs. 7,64,900/- per annum and the same was extended till the finalization of the new agency. The office has already initiated process of tendering as no service provider was available on GeM portal.

After deliberation, the Authority noted the proposal of extension granted to the existing agency beyond 31.03.2019 and also directed that immediate steps may be initiated for tendering process for new agency.

The Authority also held the view that the scope of responsibilities of the existing Building-wise Committee already formed for Disaster Management work in each building will be expanded to include the facility management and optimization related to maintenance of the lifts.

Agenda Item No.5: Proposal for AMC for Air Conditioner Machines installed in SEEPZ Service Centre Bldg. and BFC Bldg.

The Authority was informed that the existing contract was awarded to M/s. NFCD for a period of one year for Rs. 5,71,572/- on 13.06.2018 which was extended upto 18.09.2019. The Authority was appraised that, as the office is in the process of tendering for engaging new agency, the existing contract need to be extended.

After deliberation, the Authority approved the proposal for extension of the existing contract for AMC of AC Machines for a period of 3 months i.e. beyond 18.09.2019 or till the finalization of the new agency whichever is earlier.

Agenda Item No.6 : Proposal for hiring security services for SEEPZ SEZ and Residential Complex for the year 2019-20

The Authority was informed that the office had followed due procedure of GFR 2017 and awarded the contract to M/s. Singh Intelligence for a period of one year on 11.10.2018 for Rs. 37,28,200/- per month which is expiring on 31.10.2019. Hence requested the Authority that the existing contract may be extended as the office has already initiated the process of requisition in the GeM portal which is in the finalization.

After deliberation, the Authority approved the proposal for extension of the existing contract of providing security services for SEEPZ SEZ and Residential Complex (Govt. Quarters) to M/s. Singh Intelligence Security Pvt. Ltd. for a period of one month or till the finalization of the contract whichever is earlier.

It was further held that in future, tenders to be floated for all the procurements 3 months before the expiry of the term of existing service provider.

Agenda Item No.7 : Proposal for removal/cutting of dead trees and trimming of grown trees in SEEPZ Zone and Residential Complex

AND

Proposal for watering and maintenance of potted plants in SEEPZ Zone and Residential Complex

The Authority was informed that the existing contract of watering and maintenance of the potted plants of the Zone and Residential Complex awarded to M/s. S.K. Entrps. on 29.03.2018 for Rs. 10,26,000/- per annum had expired on 28.03.2019 and subsequent extension was granted on 01.05.219 until further orders. The Authority was also appraised that the office is in the process of clubbing both the work into Single Tender and give to one sole Agency.

After deliberation, the Authority held the view that the extension of the existing contract may be extended only for 3 months and also directed to expedite the clubbing of both the works into a Single Tender provided a detailed time table and scope of work to be given for both the tasks.

Agenda Item No.8 : Proposal for hiring of services of Internal Auditor for a period of year for auditing the accounts for the year 2017- 18 & 2018-19

The Authority was informed that an Internal Auditor namely M/s. Sunita Agarwal was appointed for the period of one year on 09.10.2018 for Rs. 5,88,000/- per annum for Internal Auditing and to assess the accounts of the Authority, verify the pre & post expenditure and suggest corrective measures for improvement in the system of the year 2017-18 & 2018-19.

After deliberation, the Authority noted the hiring of services of Internal Auditor. However a sub-Committee may be constituted headed by Shri. Devendra Singh, Dy. DGFT, including Jt. DC, Estate Manager and Pay & Accounts Officer to examine the manner in which the Internal Auditor and CA had functioned in the past 2 years and to see if any improvements in efficiency are possible or if outcomes could be achieved in the optimum level.

Agenda Item No.9 : Proposal of hiring services of Chartered Accountant Firm for the year 2019-20

The Authority was informed that the present Chartered Accountant Firm viz. M/s. R. Devendra Associates are in the finalization of the Accounts and handing over

the said accounts which may take some time. Hence extension of the existing work order dt. 14.12.2015 as amended for billing services and 01.06.2016 as amended for Book keeping needs to be given upto 31.10.2019. The said Firm has already been asked to complete the work by 31.10.2019 so that the new agency can begin their work w.e.f. 01.11.2019.

Further this office had also floated the tender for the new agency and after evaluation of the technical bids, and following the Selection and evaluation procedure the Committee unanimously recommended/suggested to award the contract to M/s. Jain V. & Co. for Rs. 29,16,000/- per annum and work order dt. 05.08.2019 was issued for one year w.e.f. 01.11.2019.

After deliberation, the Authority noted the extension of the existing Chartered Firm viz. M/s. R. Devendra Associates upto 31.10.2019 and also the appointment of the new firm viz. M/s. Jain V & Co. for a period of one year 2019-20 w.e.f. 01.11.2019.

The Authority was informed that the firm M/s Athias has been engaged in the task of developing software for property wise and gala-wise billing for rent since the month Oct. 2019. The software is at advanced stage. The Authority held the view that the software for rental bills may be made operational within 30 days time and generate the bills for the period from Oct. 2019 to March 2020 on the same. In case the company is unable to deliver the services promised, steps may be taken to review the contract and terminate if needed.

Agenda Item No.10 : Proposal for AMC for mechanized/manual cleaning work and housekeeping services for SEEPZ Zone and Residential Complex for the year 2019-20

The Authority was informed that the existing contract awarded to M/s. Hygiene Everywhere Solution on 16.07.2018 for Rs. 28,75,000/- per month had expired on 15.07.2019 and the same needs to be extended upto 31.10.2019 as this office is in the final stage of appointing the new agency.

After deliberation, the Authority held the view that the cleaning is satisfactory and approved the proposal for extension of the contract upto 31.10.2019 of the existing agency i.e. M/s. Hygiene Everywhere Solutions.

Agenda Item No.11 : Proposal for AMC for cleaning of gutters, drainage and sewerage lines within SEEPZ SEZ including Residential Complex

The Authority was informed that the office had initiated steps and floated the tender for AMC for cleaning of gutters/drainage and sewerage lines. However, the office had received very less bids from the empanelled bidders and therefore the office is in the process of open tendering the work.

After deliberation, the Authority held the view to initiate action by floating a tender for cleaning of gutters/drainage and sewerage lines and give wide publicity and also efforts may be taken to identify new bidders for healthy competition. Also in view of the fact that response to the tender has been poor, despite repeated tendering, the Security Deposit may be reduced from Rs. 5.00 lacs to Rs. 2.00 lacs.

Authority also held the view that the cables unlined in the gutters and drainage system are creating choke ups and need to be removed by the service providers in co-ordination with the Unitholders within 60 days and to lay them in the proper manner, failing which the cable lines should be disconnected.

Agenda Item No.12: Proposal for AMC for civil work at Residential and Non-Residential area for the year 2018-19

The Authority was informed that the current contract of day to day maintenance has been awarded to M/s .NFCD for the year 2018-19 on 18.03.2018 for Rs. 78,20,250/- and the same was extended on 16.04.2019 till finalization of the new agency. However, their work is being verified by the Engineers based on the records available and the verification report. However, the payment of the same will be made only after due verification of the documents and progress report submitted by M/s. NFCD.

After deliberation, the Authority held the view to terminate the existing AMC contract given to M/s .NFCD w.e.f. 30.11.2019 or till the finalization of the new agency whichever is earlier.

The Authority further held the view that the work done by NFCD be ascertained, but this is a technical task for which SEEPZ has no expertise. It was further held :-

- (a) To engage an agency to verify the work done by NFCD. Tenders be immediately floated to hire an agency to verify the work done by NFCD, work order-wise and invoice-wise
- (b) Also to proceed on the IIT report that the buildings are unsafe.

Agenda Item No.13 : Proposal for AMC for Pest Control in SEEPZ Zone and Residential Complex.

The Authority was informed that the current AMC was awarded to M/s .NFCD for the period of one year on 09.03.2018 for Rs. 5,75,800/- per annum and subsequent extension was granted on 05.08.2019 till the finalization of the new agency. Also, the office has already initiated action for hiring the services through GeM portal.

After deliberation, the Authority noted the proposal and asked to expedite the process for appointment of new agency.

Agenda Item No. 14: Proposal for disposal of Non-Hazardous solid waste for the year 2019-20

The Authority was informed that the office had followed due procedure of tendering and after examination/scrutinization of the technical bid, the Committee had unanimously recommended/suggested the contract to be awarded to M/s. Garib Nawaz Corpn. for Mix Garbage, mix waste, mix plastic, cardboard/carton, glass, wood etc. on per kg. rate being generated from Units and dumped in the designated places.

After deliberation, the Authority noted the contract awarded to M/s. Garib Nawaz Corpn. for the year 2019-20 w.e.f. 19.08.2019 to 18.08.2020 vide Work Order no. SEEPZ-SEZ:EMS:WT:GC:67:2014-15:Vol-V:15407 dt. 05.08.2019.

Agenda Item No. 15 : Proposal for one time removal of Septic Tank Waste

The Authority was informed that in 2010-11 one time removal of septic tank was carried out by testing the sample by MINT and based on the report the applicable cost and duty was paid by the bidder. As lot of septic tank waste has been accumulated the same needs to be removed for cleanliness and upkeep of the Zone for which tender needs to be floated by following due procedure.

After deliberation, the Authority noted the proposal and directed to expedite the finalization of the tendering proceedings and place in the next authority meeting

Agenda Item no. 16 : Proposal for Collection and Segregation of Dry/Wet Waste in SEEPZ

The Authority was appraised that the proposal of Collection and Segregation of Dry/Wet waste for the year 2018-19 for one year for Rs. 4,51,364/- per month was awarded to M/s. Siddhivinayak Enterprises on 08.03.2018 and subsequent extension was granted on 26.03.2019 until further orders.

After deliberation, the Authority held the view that the existing contract may be continued. However, the Estate Section needs to expedite on the clubbing of agenda item no. 14 with 16 and only one agency would collect and segregate the dry/wet waste and dispose it off, so that the contract can be managed by sole vendor.

Agenda Item No. 17: Proposal for engaging Engineers (Civil & Electrical), Consultant (Legal & Labour) and Hindi Translator

The Authority was briefed that the office had engaged the Consultant (Legal, Labour, Hindi, IT), Engineers, and Executive for Disaster Management and the same were selected after following due procedure of GFR 2017 and selection by the Consultancy Evaluation Committee thus constituted for the said purpose and the same was approved in the 35th Authority meeting held on 29.03.2019 for a period of one year purely on contractual basis. As the tenure of all have expired, the proposal for hiring Engineers (Civil & Electrical), Consultants (Legal & Labour) and Hindi Translator was only taken.

After deliberation, the Authority held the view that due procedure may once again be followed for engaging two Engineers, one Labour Consultant and one Hindi Translator and the scope of work to be vetted by a Lawyer.

As regards engaging the services of Legal Consultant is concerned, Authority held the view that Lawyer/Advocate may be hired on contract basis (Retainer ship basis) for which wide publicity may be done by following the tendering procedure.

Also, the existing Hindi Consultant and Engineers may be continued till the finalization of the new candidates. Further, IT Consultant may be asked to expedite the rent module and complete the same within one month and thereafter his services will be discontinued.

Agenda Item No. 18 : Proposal for waiver of the excessive rental charges w.e.f. 01.04.2015 of EPCES

The proposal of the revised increased rental charges levied w.e.f. 01.04.2015 to M/s .EPCES was placed before the Authority wherein the EPCES in its letter dt. 05.09.2019 & 03.05.2019 had mentioned that they being the non-profit organization established to service the export promotional needs of the EOUs and SEZ developers/units, the rates charged were astronomically increased since 2015 and hence requested to reduce the increased rental charges.

After discussion and due deliberation, the Authority held the view that the rent charges may be reduced for EPCES as they are non-profit agency representing EOUs & SEZ Developers and Units w.e.f. 01.04.2015 and re-worked out @ Rs. 2,000/- per month for the period 01.04.2015 to 31.03.2018. Rent may be revised @ Rs. 4,000/- per month for the period 01.04.2018 to 31.03.2020 and subsequently the same may be increased to Rs. 10,000/- per month for the period from 01.04.2020. However the proposal for waiver of dues on account of increased rent may be forwarded to MOC&I for approval.

Agenda Item No. 19 : Proposal for Comprehensive AMC for Access Control system and CCTV cameras system

The Authority was conveyed that the Access Control System and 153 CCTV installed in the SEEPZ SEZ by MIDC was stabilized and was working in Jan. 2016 and the same was maintained by them during the defect liability period. However before taking over the project from MIDC, it is seen that the CCTV cameras are not functional as on date.

Hence, after deliberation, the Authority held the view that MIDC may make the access control system and CCTV cameras functional and hand it over so that the AMC can be awarded to any agency.

Agenda Item no. 20 : Proposal for implementation of Energy Efficient appliances at SEEPZ SEZ

The Authority was briefed conveying that the proposal for implementation of the Energy Efficient Appliances was placed in the 34th Authority meeting held on 11.05.2018 and the Authority approved the proposal of Rs. 25.99 lacs for installation of LED lights as per the Govt. directives and repayment in 20 quarters with a payment of Rs. 1,74,826/- per quarter. However, as the same was not implemented, EESL submitted the revised estimate at cost of Rs. 59.40 lacs and repayment in 20 quarters with a payment of Rs. 2,14,023/- per quarter.

After deliberation, the Authority examined the proposal and held the view that proposal for implementation of Energy Efficient appliances may be expedited through M/s EESL @ revised cost of Rs. 29,41,610/- and repayment in 20 quarters with a payment of Rs. 2,14,023/- per quarter. Also may inform Ministry that SEEPZ Authority is implementing of the said project.

Agenda Item no. 21 : Proposal for implementation of Solar Power Project by MEDA and appointment of PMC @ 3% consultancy Charges

The Authority was briefed conveying that the proposal for implementation of the Solar Power Project was placed in the 34th Authority meeting held on 11.05.2018 and the Authority approved the implementation of the project from concept to commissioning by MEDA with PMC charges @ 1%. However, since MEDA had submitted the revised charges @ 3% consultancy charges and the scope of work the proposal was placed before the Authority.

After deliberation, the Authority examined the proposal and held the view that the present proposal of solar power plant is only for 5 MW and looking at the requirements at the Zone, the possibility of a 25 MW Power project may be explored, which may be implemented in co-ordination with MEDA @ 1% PMC consultancy charges only as approved in the 34th Authority meeting held on 11.05.2018.

Table Agenda Item No. 1 : Proposal for hiring of new agency for Mechanized/ Manual cleaning work and housekeeping services for SEEPZ Zone and Residential Complex for year 2019-20

The Authority observed that the existing contract awarded to M/s. Hygiene Everywhere Solutions had expired and the office initiated the process of tendering for hiring new agency. The Applications thus received were scrutinized by the Committee after due evaluation by the Committee unanimously recommended/suggested the name of the new agency viz. M/s. Orient Services as per the technical specifications.

After deliberation, the Authority approved the contract awarded to the new agency for mechanized/manual cleaning work and housekeeping services for the SEEPZ Zone and Residential Complex for the year 2019-20 w.e.f. 01.11.2019 to 31.10.2020 to M/s. Orient Services @ Rs. 21,25,500/- per month.

Table Agenda Item No. 2 : Proposal for engaging executive for cyber crime

The Authority was briefed about the theft/leakages of the SEEPZ data from the system and the problems being faced on-line system and the reason for engaging the executive for avoiding such incidence in future and for administrative safety/security and for prevention of cyber crime which happened in the past.

After deliberation, the Authority noted the recruitment of the Executive @ Rs. 35,000/- per month. However, Authority felt that his services are no longer required and directed to give one month notice and terminate his services w.e.f. 01.12.2019.

Table Agenda Item No. 3 : Proposal for implementation of Exit Policy

The Authority was informed that the Modified Exit Policy approved in the 34th Authority meeting held on 11.05.2018 was sent to MOC&I for concurrence and subsequent reminders were sent on 15.07.2018 and 15.10.2018. However, no reply were received till date. Also the amendments in the SEZ Rules was sent to MOC&I and the reply of the same is also awaited. However, the Unit holders are pressing hard for amendment in the Exit Policy for generating employment, earning increased Net foreign exchange, and boost the exports of the Zone.

After deliberation, the Authority held the view that MOC&I may be informed that, the SEEPZ SEZ Authority is of the view to follow the modified Exit Policy already approved in the 34th Authority meeting held on 11.05.2018. There is no express provision in respect of the exit cases under Rule 74 of the SEZ Rules. The modalities for allowing exit, to be worked out and presented in next meeting of the Authority.

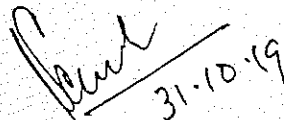
Table Agenda Item No. 4 : Proposal for procedure being followed for allotment of vacant space

The Authority was informed the procedure being followed w.r.t. Public Notice for inviting applications for allotment of vacant space. The Authority was intimated that 38 applications were received and the same are under scrutiny.

After deliberation, the Authority noted the tender floated for allotment of vacant space and desired that the results of the tender and the proposed allotment be brought before the Authority in its next meeting.

The Meeting ended with a vote of thanks to the Chair.

This issues with the approval of the Chairperson of SEEPZ SEZ Authority.


31.10.19

(C.P. Singh Chauhan)

Secretary/Jt. Development Commissioner,
SEEPZ SEZ Authority

**SEEPZ SPECIAL ECONOMIC ZONE
ANDHERI (EAST), MUMBAI.**

**TABLE AGENDA FOR THE 37th MEETING OF THE
SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY**

**VENUE : Conference Hall, SEEPZ Service Center Building, 2nd
Floor, SEEPZ-SEZ, Andheri (East), Mumbai.**

DATE : 24th October, 2019

TIME : 11.30 A.M.

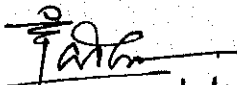
**SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY
GOVERNMENT OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
MUMBAI**

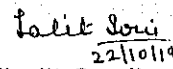
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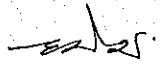
Agenda Item No.	Name of Table Agenda
1	Proposal for appointment of new agency for Mechanized/Manual Cleaning work and Housekeeping services for SEEPZ SEZ campus as well as SEEPZ Residential Complex for the year 2019-20
2	Proposal for ratification for engaging Executive for Cyber Crime under Authority
3	Proposal for implementation of the modified Exit Policy
4	Proposal for procedure being followed for allotment of vacant space


Re-evaluation by Tender Opening Committee for Evaluation and Assessment (Power Point Presentation) for Mechanized/Manual Cleaning Services (Housekeeping Services) held on 22/10/2019 at 11:30 a.m.


Name of Committee constituted	Firstman Management	KHFM	MSF Modern	Orient Services	Singh Intelligence
Shri C.P.S. Chauhan, JDC	15	14	16	22	19
Shri Ashish Mishra, SO	12	13	14	23	19
Shri R. Harish Chaudhary, ADC	15	13	16	23	21
Shri Lalit Soni, PAO	13	12	15	24	21
Shri Mahesh Jadhav, ADC	16	14	17	23	20
Average Total	14.2	13.2	15.6	23	20


(Mahesh Jadhav)
ADC
22/10/19


(Lalit Soni)
PAO
22/10/19


(R. Harish Chaudhary)
ADC


(Ashish Mishra)
S.O./E.M.


(C.P.S. Chauhan)
JDC

PROCEEDINGS OF TENDER OPENING OF MECHANIZED / MANUAL CLEANING WORK AND HOUSEKEEPING SERVICES FOR SEEPZ-SEZ CAMPUS AS WELL AS SEEPZ RESIDENTIAL COMPLEX (GOVT. QUARTERS) FOR THE YEAR 2019-20

This office had published Notice Inviting Tender vide Notice dated 18.07.2019 on this office website as well as CPP Portal for calling quotations from the interested bidders/agencies for executing the work of "Mechanized / Manual Cleaning work and Housekeeping Services for SEEPZ-SEZ Campus as well as SEEPZ-SEZ Residential Complex (Govt. Quarters)".

In response to the NIT, Eight (08) agencies were participated namely; (1) M/s Eximius Management (2) M/s Singh Intelligence (3) M/s Firstman Management (4) M/s Son's House (5) M/s KHFM Hospitality (6) M/s Ghibellance Security (7) M/s Orient Services India Pvt. Ltd. and (8) M/s Modern V.R. Security.

As per Evaluation Criteria, technical bids were opened on schedule date and time, as mentioned in the tender notice. After opening of technical bids, the Committee found that (1) M/s Eximius Management has not submitted a copy of "One single contract of Rs. 1.50 Cr. in last three years, except document issued from SEEPZ-SEZ and MIDC". (2) M/s Son's House has Rs. 3.13 Cr. turnover during 2016-19 instead of Rs. 7.00 Cr. and have only Rs. 1.35 Cr. of single contract in last three years and (3) M/s Ghibellance Security has not submitted average turnover details, invalid Quality of Service ISO Certificate 9001:2000, Labour License and details of entities. Therefore, the Committee unanimously disqualified these three agencies at technical stage. Remaining five (05) agencies found technically suitable for PowerPoint Presentation. Subsequently, these five (05) bidders were asked to make their presentation per the tender criteria before the Committee on 30.08.2019 at 15:00 hrs. The Committee evaluated the bidders as per the technical evaluation criteria prescribed in the tender documents and awarded the marks as follows:-

Sr. No.	Name of bidder	Years of Experience	Turnover	Plan for cleaning	List of Equipments and Manpower	Methodology	Reporting System	Evaluation and Assessment	Grand Total
1	M/s Firstman Management	10	15	5	5	7	10	14.2	66.2
2	M/s KHFM Hospitality	10	15	5	8	5	5	13.2	61.2

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3	M/s MSF Modern V.R. Security	15	15	5	8	7	7	15.6	72.6
4	M/s Orient Services	5	10	10	10	10	9	23	77
5	M/s Singh Intelligence	15	15	10	7	7	8	20	82

After technical evaluation and Powerpoint Presentation, the Committee observed that all the five bidders as mentioned above have secured more than 35 marks in their technical evaluation. Therefore, all are qualified for opening of financial bid as per the conditions mentioned in the tender.

Accordingly, the Committee opened financial quotation on 30.08.2019. The details of financial quotation and the relevant scores are as follows:-

Sr. No.	Name of bidder	Financial Quotation in Rs.	Formula (LEC / F.Q. x 100)	Financial Bid points Secure
1	M/s Firstman Management	1816235	1580000/1816235 x 100	86.99
2	M/s KHFM Hospitality	1580000	1580000/1580000 x 100	100
3	M/s MSF Modern V.R. Security	1995671	1580000/1995671 x 100	79.17
4	M/s Orient Services	2125500	1580000/2125500 x 100	74.33
5	M/s Singh Intelligence	2870000	1580000/2870000 x 100	55.05

The Committee further processed the bids as per the conditions mentioned in the tender notice i.e. Quality and Cost Based Selection (QCBS) for the quality and good performance for services, QCBS method has been adopted, so 70% weightage prescribed for technical and 30% for financial in terms of GFR-192 read with Rule 3.9 and 6.9.2 of Manual for Procurement of Consultancy and other Services-2017. The evaluation/assessment (comprising of 30 marks), being a subjective decision, an extended panel was formed by the Competent Authority by including the JDC (C.P.S. Chauhan) and one more ADC (Shri Mahesh Jadhav) in order to have more transparency in the process. All five members viewed the PPT and submitted their individual report, average of which was taken for final calculation. Accordingly, total scores obtained by the bidders were put up in the QCBS formula i.e. $[(0.7 \times \text{Technical Score}) + (0.3 \times 100 \times \text{Lowest Evaluated Cost} / \text{Evaluated Cost})]$. The calculation of the points are as follows:-

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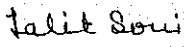
Handwritten signature: Lalit Soni

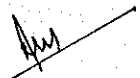
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Sr. No.	Name of bidder	Calculation as per formula [(0.7 x Technical Score) + (0.3 x 100 x Lowest Evaluated Cost / Evaluated Cost)]	Total points (Technical + Financial)
1	M/s Firstman Management	$0.70 \times 66.2 + 0.30 \times 86.99$	72.43
2	M/s KHFM Hospitality	$0.70 \times 61.2 + 0.30 \times 100$	72.84
3	M/s MSF Modern V.R. Security	$0.70 \times 72.6 + 0.30 \times 79.17$	74.57
4	M/s Orient Services	$0.70 \times 77 + 0.30 \times 74.33$	76.2
5	M/s Singh Intelligence	$0.70 \times 82 + 0.30 \times 55.05$	73.91

Recommendation: After putting scores obtained by the bidders in QCBS formula, the Committee observed that M/s Orient Services has obtained the total highest score of 76.2 points among all the bidders. Therefore, keeping in view of the good quality and performance for the services and obtained highest score among all bidders, the Committee unanimously recommends the award of contract to M/s Orient Services for Rs. 21,25,500/- (Rupees Twenty One Lakh Twenty-Five thousand Five Hundred) per month.


(R. Harish Chaudhary)
ADC


(Lalit Soni)
PAO


(Ashish Mishra)
Specified Officer/Estate Manager

SEEPZ-SEZ AUTHORITY
SEEPZ SPECIAL ECONOMIC ZONE, GOVT. OF INDIA,
MINISTRY OF COMMERCE & INDUSTRY,
ANDHERI (EAST), MUMBAI

TABLE AGENDA ITEM NO. 2

c) Proposal: -

Ratification for Engaging Executive for Cyber Crime under Authority for SEEPZ SEZ.

d) Specific Issue on which decision of AUTHORITY is required: -

Approval for ratification for engaging the Executive for Cyber Crime under Authority for SEEPZ SEZ and sanction under Authority Fund.

e) Relevant provisions of SEZ Act, 2005 & Rules, 2006/Instruction/Notification:-

Rule 9 (4) of the Authority Rules 2009.

f) Other Information: -

It is seen that there were theft/leakages of SEEPZ data from system and non-maintenance of E-office and also problems were faced on on-line system.

Hence, in order to avoid incidence in future, and for administrative safety/security, E-office and On-line system to be maintained and prevention of cyber crime, it is necessary to appoint a professional specialized in cyber cell.

Hence, the approved and appointed Service Provider for SEEPZ Administration who are providing Data Entry Operators, Executives has identified and sent a suitable candidate who had possessed the qualification and met the requirement of the SEEPZ Zone

The present remuneration for the Executives as per the Tender notice dt. 18.9.2018 for experience above 5 years is Rs. 35,000/- per month. Since the Executive was found suitable for attending to cyber cell work and to monitor the day

to day operational issue, he was employed w.e.f. 15.07.2019 @ Rs. 35,000/- per month for a period of one year upto 30.11.2019

g) Recommendation :-

Approval and Ratification of the appointment of the Executive and sanction of the remuneration from Authority Fund.

SEEPZ-SEZ AUTHORITY
SEEPZ SPECIAL ECONOMIC ZONE, GOVT. OF INDIA,
MINISTRY OF COMMERCE & INDUSTRY,
ANDHERI (EAST), MUMBAI

AGENDA ITEM NO. 3

a) Proposal: -

Proposal for implementation of the Exit Policy.

b) Specific Issue on which decision of UAC is required: -

Approval for implementation of the Exit Policy.

c) Relevant provisions of SEZ Act, 2005 & Rules, 2006/Instruction/Notification:-

Rule 74-A of SEZ Rules 2006 read Rule 6 (1) of the Authority Rules 2009

d) Other Information :-

The modified Exit Policy was placed before the 34th Authority meeting held on 11.05.2018 wherein the Committee suggested that the same may be forwarded to MOC&I for their concurrence as per the recommendation of the DC's Committee Report submitted to MOC&I.

The MOC&I was intimated vide letter dt. 15.07.2018 requesting them to give their concurrence for the proposed changes. Subsequently reminder was sent on 15.10.2018 requesting them to give their concurrence and also conveyed that if no reply is received, Authority would continue with the existing Exit Policy so that the vacant space can be utilized for betterment exports, employment generation and other aspects covered under the SEZ Act/Rules.

Further this office had conducted an open house meeting with the stakeholders as per the directions of the MOC&I to prepare the report w.r.t. operational and regulatory issues faced by the units/stakeholders. Accordingly after due discussion with the stakeholders amendment in the Rule 74 & 74 A of SEZ Rules 2006 was

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MINISTRY OF COMMERCE & INDUSTRY
MUMBAI

AGENDA ITEM NO. 4

A) Proposal :

Proposal for procedure being followed for allotment of vacant space

B) Specific Issue on which decision of Authority is required :

Information w.r.t. Procedure being followed for allotment of vacant space

C) Relevant provision of SEZ Act, 2005 & Rules :

Section 31 of SEZ Act, 2005

D) Other Information :

SEEPZ SEZ had identified vacant space for allotment to deserving Units and accordingly draft policy for allotment of space for setting up of projects was hosted in the website on 28.08.2019 for information and suggestion if any to be received latest before 10.09.2019. Subsequently advertisement was hosted on the website and published in news papers for wide publicity on 13.09.2019 inviting applications from stakeholders requesting them to apply for allotment of space based on the parameters mentioned therein latest by 30.09.2019. The Notice was further extended vide notice dt. 23.09.2019 upto 15.10.2019.

The Authority had received 38 applications based on the Public Notice. Further w.r.t. the Public Notice dt. 13.09.2019 & 23.09.2019 all the applicants who had submitted their applications were called upon 22.10.2019 to be present as the applications would be opened in their presence. The Office has carried out the said procedure in the presence of the applicants.

A Committee has been constituted to scrutinize the applications thus received based on the parameters mentioned in the advertisement. On scrutiny of the applications, the deserving/eligible applicant will be informed and provisional allotment will be made.

E) Recommendation :

The proposal is thus placed before the Authority for information.



भारत सरकार / Government of India,
वाणिज्य एवं उद्योग मंत्रालय / Ministry of Commerce & Industry
सीपज़ - विशेष आर्थिक क्षेत्र प्राधिकरण / SEEPZ-Special Economic Zone Authority
अंधेरी (पूर्व), मुंबई - 400 096/ Andheri (East), Mumbai - 400 096
टेलि / Tel.: 022-28294757 फैक्स / Fax: 28291385
ई-मेल / E-mail: dcseepz-mah@nic.in, वेबसाइट / Website: www.seepz.gov.in



No. SEEPZ-SEZ/EMS/Trans Policy/2006-07/Vol-II/ 8065

September 13, 2019

Sub: Inviting Applications for setting up of Unit in SEEPZ SEZ - reg.

"The SEEPZ SEZ Authority invites application for allotment of Spaces/Galas in the Govt. owned SDF's located inside SEEPZ. The entrepreneurs who are interested in setting up a Unit in the SEEPZ-SEZ and willing to abide by the SEZ Act and SEZ Rule can submit their proposal/application for space for setting up unit in Gems. & Jewellery/Electronics Hardware/Computer Software sector. Following are the details of spaces available in the SEEPZ for 5 years on lease on renewable basis which will be co-terminus with the LOA issued by this office. Please note that the units which are being clubbed are being clearly shown and proposal will be invited for 6 spaces including clubbed space and not for the individual units:-

Sr. No.	Current Unit No.	Location	Built-up area in sq. mtr.	Area after clubbing (sq. mtr.)
1	45-C	SDF-II	452	1052
	45-D	SDF-II	60	
	46-A	SDF-II	540	
2	63-A	SDF-II	270	1080
	63-B	SDF-II	270	
	62	SDF-II	540	
3	47	SDF-II	540	540
4	Basement-3	SDF-VI	782	782
5	Basement-4	SDF-VI	564	564
6	25 A	SDF-I	498	600
	25 B	SDF-I	102	

2. The applications for space for setting up the project along with the requisite necessary supporting documents shall be submitted to this office in the prescribed **Form-F** which may be downloaded from www.sezindia.nic.in.

3. The eligibility for allotment of Units will be decided on the Marks obtained by each applicant out of 50 Marks, as per the following criteria:

(i) Growth envisaged in next 5 years Marks: 10

(Growth means growth in export envisage in 5 years. Each year's growth will be taken and then its average will be worked out. While projecting the Growth in export, applicants have to provide supporting documents.)

Sample: A unit is doing export of Rs.100 in 1st year, Rs.150 in 2nd year, Rs. 200 in 3rd year, Rs.175 in 4th year and Rs. 210 in 5th year. Hence their growth will be 50%, 33.33% (-)12.5%, 0.2% respectively and its average(20.20%) will be taken as growth during 5 years period.

(ii) **Employment envisaged in 5 years** **Marks: 10**

(It means number of employees to be deployed by the applicant in 5 years. Average of that shall be calculated in per Sq. Meters. It will be inclusive of all employees (permanent and contractual) during 5 years)

Sample: A unit is applying for 1000 Sq. feet space and they projected the employment to be generated as 100 in 1st year, 125 in 2nd year, 145 in 3rd year, 160 in 4th year and 175 in 5th year. Hence the average employment will be $695/5=139$. It means 7.19 Sq. feet needed for one (1) employment.

(ii) **Export envisaged in 5 years** **Marks: 10**

(It means the quantum of export to be made by the applicant during 5 years and that shall be divided by the area to get the per Sq. Meter export).

Sample: If a unit propose to make export of Rs.500 crores during the span of 5 years in 1000 Sq. feet gala. It means their export per Sq. feet is Rs. 50 lakhs for 5 years and Rs. 10 lakhs per year.

(iv) **Investment envisaged in 5 years-** **Marks: 10**

(Applicants have to specifically mention the proposed total Investment in 5 years and per Sq. Mtrs investment calculation of the same as the area available are not uniform). This investment shall include only Infrastructure and Plant & Machinery. Raw Material and other inputs used for the manufacturing process shall not be counted in it. Applicants have to submit their financial capabilities such as money in Reserve & Surplus, Loan approved, letter of comforts and other financial details to substantiate their claim).

Sample: Suppose a unit proposing to make investment of Rs.2 Cr. in plant and machinery, Rs.2 Cr. In making the unit (Infrastructure, interior etc.) and they require Rs. 5 Cr. For Raw Material required for their production for the gala of 1000 Sq. Feet. In such case their investment will be counted as Rs. 4 Cr. Only. It means applicants per Sq. Feet investment for 5 years is Rs.40000/=

4. **Additional Weightage of 10 Marks:** Apart from above eligibility criteria applicants are also requested to provide the following details, on which preference will be given while allotment of space:

- (a) Confirmed order in hand for Export (documentary evidence has to be submitted)
- (b) Applicant planning for new or innovative product or using new idea/technology.



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No. SEEPZ-SEZ/EMS/Trans Policy/2006-07/Vol-II/ 8065

September 13, 2019

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4. Additional Weightage of 10 Marks: Apart from above eligibility criteria applicants are also requested to provide the following details, on which preference will be given while allotment of space:

- (a) Confirmed order in hand for Export (documentary evidence has to be submitted)
- (b) Applicant planning for new or innovative product or using new idea/technology.

(c) Existing SEEPZ unit must give the details of their group/sister concern's export performance in last 5 years and other details.

(d) Applicant having experience in manufacturing (jewellery or electronic) and export will be given preference over non-experienced one.

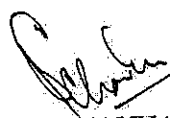
5. Application of DTA unit will also be considered on merit.

6. Application will be scrutinized by a Committee constituted for the purpose and allotment of space will be done on provisional basis and final allotment shall be made after approval of project by the UAC and issuance of LOA.

7. The allotted Entrepreneurs shall execute the sub-lease agreement within 6 months from the date of receipt of the Letter of Approval.

8. The annual rent/service charges/BMC Taxes for the required space to be paid in advance on allotment of the premises. All the other charges has to be paid in actual by the Unit holder.

The applications in the prescribed form in Form F should be submitted in a sealed envelope addressed to Shri. C.P.S. Chauhan, Jt. Development Commissioner/Secretary, 2nd Floor, Service Centre Bldg. SEEPZ SEZ either by hand delivery by employee of the company or through speed post/courier. The envelope should be superscribed "ALLOTMENT OF SPACE IN SEEPZ-SEZ" and should be dropped in the Tender Box on the Ground Floor, SEEPZ Service Centre Bldg. SEEPZ SEZ on or before 30th September, 2019 up to 05.00 P.M. The applications received beyond the stipulated period will not be accepted and incomplete applications will not be accepted and the same will be rejected.


(C.P.S. CHAUHAN)
SECRETARY
SEEPZ SEZ AUTHORITY

13.09.19