



SANJAY GANDHI MEMORIAL HOSPITAL  
GOVERNMENT OF NCT OF DELHI  
MANGOL PURI DELHI - 110083  
(CARETAKING BRANCH)

Speed Post

<http://health.delhigovt.nic.in>  
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Fax: 27924403

No. F. 5/140/SGMH/Sec.Ser/CT/2014/ 15415-2)

Dated: 23-3-15.

To

M/s Sarvesh Security Services Pvt. Ltd.  
413 Pocket-E Mayur Vihar  
Phase II, New Delhi-110091

Sub: - 'Letter of Offer' for Tender for Security Services regarding (Tender ID: No-2014\_SGMH\_73756\_1) in respect of Sanjay Gandhi Memorial Hospital, GNCTD.

Sir,

Please refer to your online bids for the above mentioned tender and the terms and conditions thereof. The undersigned is pleased to offer the contract of security services to your agency w.e.f ----- for the period of one year on the basis of model NIT.

This is to inform you that the contract value of the tender of this hospital is Rs. 12,87,462/- per month on the following terms and conditions:

1. You will submit the acceptance of offer along with performance guarantee of Rs.15,44,954/- i.e 10% of contract value in favour of Medical Superintendent SGMH GNCT of Delhi in the form of FDR or bank guarantee for 15 months and will have to be extended in case the contract is extended.
2. Please intimate the date of start of work with number of employees and proposed deployment chart.
3. You will prepare an agreement on non-judicial stamp paper of Rs.100/- for entering in to an agreement as per annexure V of the NIT.
4. You will pay the minimum wage to your employee through ECS only by 7<sup>th</sup> of every month which will be re-imbursed by this hospital and also according to its revisions by labor Department GNCT of Delhi time to time.
5. EPF, ESI, Bonus and Service Tax components will be re-imbursed as applicable on the production of actual receipts /challan.
6. The bill must be submitted by 7<sup>th</sup> of every month along with the Performa enclosed and the following documents complete in all respect:
  - a.) Attendance Register duly verified by the hospital.
  - b.) Satisfactory performance monitoring report by hospital.
  - c.) Wage register.
  - d.) Proof of payment by ECS
  - e.) Separate ECR for ESI payment in respect of SGMH.
  - f.) Separate ECR for EPF payment in respect of SGMH.
  - g.) Proof of Services Tax deposition in respect of SGMH.
7. Please bring the duly complete documents in checklist as mentioned in SOP at the time of signing the contract. You will have to follow the instruction mentioned in the SOP mutually agreed upon and signed by you.

O/C

For Sarvesh Security Services Pvt. Ltd.  
23-3-15

8. The SOP will be reviewed and revised, if needed, every 3 months.
9. Rest terms and conditions will remain enforced as per tender terms and conditions.

You are, therefore required to submit your acceptance of the offer within three days of receipt of this offer and inform the definite date of taking over the services failing which we will presume that you are not interested in this tender.

*o/c*

*Puneeta*  
9.3.3.15  
(DR. PUNEETA MAHAJAN)  
MEDICAL SUPERINTENDENT

No. F. 5/140/SGMH/Sec.Ser/CT/2014/15415-21

Dated:-23-3-15.

Copy to:-

1. Special Secretary (Projects), Health & Family Welfare, GNCTD, 9th Level, A-Wing, I.P. State Delhi, Secretariat, Delhi - 02.
2. PA to MS, SGM Hospital, Mangolpuri, Delhi-110083.
3. The Director (Delhi Region), ESI Corporation, Panchdeep Bhawan, CIG Road New Delhi-02.
4. Regional Provident Fund Commissioner Sub- Regional Office, DSSIDC, Jhilmil Industrial Area, Delhi-110095.
5. The Dy. Labour Commissioner (North -West) Labour Department, Govt of NCT of Delhi, Nimri Colony, Ashok Vihar, Delhi-52.
6. MOI/c (Security), SGM Hospital, Mangolpuri, Delhi.

*o/c*

*Puneeta*  
(DR. PUNEETA MAHAJAN)  
MEDICAL SUPERINTENDENT

For Sarvesh Security Services Pvt. Ltd.

*[Signature]*  
Authorised Signatory