

**Response to the Pre bid queries for Tender for providing of Security Services round the clock (24 Hours) security at the premises of ICSI at various location in Delhi and NCR including Gurugram, Ghaziabad, Faridabad and Noida vide Tender No: ICSI/Admin/SS/2025-26/119 "**

<b>S. No.</b>	<b>Queries</b>	<b>Reply</b>
<b>1.</b>	Is there any exemption for the tender cost?	Tender Fee is not exempted.  For EMD -Please refer Para no.2 of the Tender document
<b>2.</b>	The tender document does not mention the applicable wage category for Supervisor. Kindly clarify which wage category/scale will be applicable.	Supervisor Wage category is same as Guard Category.
<b>3.</b>	It is not specified whether wages are to be complied with as per Central Government or State Government norms. Please clarify.	Wages are to be complied with Central Government norms.
<b>4.</b>	Kindly clarify the calculation of relieving charges—whether it is to be calculated as (per day wages x 5 days) or as 1/6th of monthly wages.	Please refer the Annexure D - Financial Bid in the Tender document
<b>5.</b>	The same eligibility criteria are mentioned on Page No. 15 (Eligibility Criteria) and Page No. 27 (Eligibility Criteria–2). Kindly clarify whether both are applicable or if any one is to be considered.	Both are the same.
<b>6.</b>	In Eligibility Criteria–2, at Point 7, Serial No. 1, the quantity/number of KYC documents required for Supervisors and Guards is not mentioned. Kindly clarify the same.	KYC Norms shall be as per Govt Norms.  Bidder shall submit declaration on its Letter Head as under:  KYC of all Guards /Supervisors deputed at ICSI premises are obtained by us and shall be provided to the ICSI on demand .  The Bidder should also declare that :

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		All Guards/Supervisors and their spouse, deputed at ICSI premises at Noida, Delhi Office or any Examination of Company Secretaries Course are not registered in Company Secretary Course.
7	Point No.28 in the Tender document	Shall be read as – ‘Bidder can submit Bids for any location’
8	Refer to page 15, Serial 1. 7- " KYC of Security Guards and deputed supervisor" has to be deposited during tendering. It is not understood as to how to deposit these documents before deployment of resources??? These documents can only be deposited after becoming L1 and receiving orders for deployment. Please clarify?	Bidder shall submit in the bid document an undertaking on its letterhead duly signed by the authorised person that “The KYC of Security Guards and deputed Supervisor shall be provided to ICSI on Demand.
9	Kindly clarify whether KYC documents of all Directors of the firm/company are required to be submitted along with the technical bid.	Yes, it is to be submitted along with the Technical Bid.