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MOAIFS/Q16/2020-2021/OAB



Ministry of Agro Industry and
Food Security
Procurement & Supply Division
Réduit
Republic of Mauritius
Tel No: 463 1054 Fax No: 466 9371

18 December 2020

Messrs RSL Security Services Ltd
(Attn: Mr Jay Kumar Chuttoo)
24 Saint George Street
Port Louis

Tel. No. : 5760 7479/ 5422 1609/ 212 6360

Fax No. : 245 1228/ 212 6789

Dear Sir,

**Procurement of Security Services for Various Stations/Compounds (Reference No
MOAIFS/Q16/2020-2021/OAB)**

Please refer to our letter of notification dated 28 October 2020 on the above.

2. This is to inform you that the Ministry is awarding your company the contract for the **Provision of Security Services for Lot No 1– Agricultural Services** for the total amount of **Rupees Twenty-Eight Million Two Hundred and Thirty-Nine Thousand One Hundred and Ninety-Nine and Cents Seventeen only (Rs 28,239,199.17)** exclusive of VAT in accordance with the scope of services, specifications, terms and conditions of the bidding document, as follows:

Site No	location	Service Requirements	Contract Period in days	Rate per day excl VAT Rs	Contract Price excl VAT Rs
	Lot No 1- Agricultural Services				
1.1	Food Technology Laboratory	1 guard on weekdays from 16.00 hrs to 07.00 hrs the next morning. 1 guard on weekends and Public Holidays on a 24-hr basis.	365	1,296.61	473,262.65
1.2	Barkly Experiment Station Compound comprising of Main Office, Cash Office Tissue Culture Laboratory, Seed Processing Unit and Plant Propagation Unit etc.	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 5 Guards Night Shift: 18.000 to 6.00hrs the next morning 6 Male Guards	365	9,195.00	3,356,175.00

1.2.1	Cash Office at Barkly Experiment Station	1 guard preferably equipped with firearm on Saturdays only as from 07.30 hrs to noon. (Total amount shall be for 52 Saturdays)	52	1,426.16	74,160.32
1.3	Bambous Seed Production Centre	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift 06.00 to 18.00hrs 3 Guards Night Shift 18.00 to 06.00hrs the next morning 3 Male Guards	365	5,000.48	1,825,175.20
1.4	Quatre Bornes Horticultural Centre	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Guard Night Shift: 18.00 to 06.00hrs the next morning 1 Male Guard	365	1,666.82	608,389.30
1.5.	Richelieu Experiment Station	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 3 Guards Night Shift: 18.00 to 06.00hrs the next morning 3 Male Guards	365	5,000.48	1,825,175.20
1.6	Curepipe Experiment Station including Plant Genetic Resources Unit	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 3 Guards Night Shift: 18.00 to 06.00hrs the next morning 3 Male Guards	365	5,000.48	1,825,175.20
1.7	Plaisance Experiment Station	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 2 Guards, Night Shift: 18.00 to 06.00hrs the next morning 2 Male Guards	365	3,333.64	1,216,778.60
1.8	Albion Experiment Station Albion (Including Albion Farm of APD)	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 2 Male Guards Night Shift: 18.00 to 06.00hrs the next morning 2 Male Guards	365	3,333.64	1,216,778.60
1.9	National Field Gene Bank Nouvelle Decouverte	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 2 Male Guards Night Shift: 18.00 to 06.00hrs the next morning 2 Male Guards	365	3,333.64	1,216,778.60

1.10	Livestock and Veterinary Division to Reduit Compound, including A Artificial Insemination Laboratory B Animal Health Laboratory C Head Office, Stores & Pet Quarantine	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 2 Guards Night Shift: 18.00 to 06.00hrs the next morning 2 Guards	365	3,333.64	1,216,778.60
1.11	Incinerator Plant at Bassin Requin, Palmar	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 2 Guards Night Shift: 18.00 to 06.00hrs the next morning 2 Guards	365	3,333.64	1,216,778.60
1.12	Rose Belle Veterinary Sub Office	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Guard Night Shift: 18.00 to 06.00hrs the next morning 1 Guard.	365	1,666.82	608,389.30
1.13	Flacq Veterinary Sub Office	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Guard Night Shift: 18.00 to 06.00hrs the next morning 1 Guard	365	1,666.82	608,389.30
1.14	Abercrombie Veterinary Sub Office	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Guard Night Shift: 18.00 to 06.00hrs the next morning 1 Guard	365	1,666.82	608,389.30
1.15	Animal Production Division Poultry Breeding Centre, Reduit	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Guard Night Shift: 18.00 to 06.00hrs 1 Guard	365	1,666.82	608,389.30
1.16	Poultry Quarantine Unit, Curepipe	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Guard Night Shift: 18.00 to 06.00hrs 1 Guard	365	1,666.82	608,389.30
1.17	Turkey Quarantine Unit, Plaine Magnien	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Guard Night Shift: 18.00 to 06.00hrs	365	1,666.82	608,389.30

		1 Guard			
1.18	Sheep Farm, Salazie	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 2 Guards Night Shift: 18.00 to 06.00hrs 2 Guards	365	3,333.64	1,216,778.60
1.19	Heifer Farm, Melrose	24-hour basis, that is, Day Shift: 06.00 to 18.00hrs 2 Guard Night Shift: 18.00 to 06.00hrs 2 Guard On Public Holidays, Saturdays and Sundays: 1 Male Guards are required in the morning shift	365	3,333.64	1,216,778.60
1.20	Engineering Compound, Richelieu	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 4 Guards Night Shift: 18.00 to 06.00hrs 4 Guards	365	6,667.28	2,433,557.20
1.21	Arsenal Mechanisation Unit	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 2 Guards Night Shift: 18.00 to 06.00hrs 2 Guards	365	3,333.64	1,216,778.60
1.22	Agricultural Services Compound at Reduit comprising of NPPO Office, Land Use Division, Office of the Director, AID, Horticulture Division, NAPRO, Maintenance Unit Ground Section, Transport Section, Survey Office, Procurement and Supply Section, Head Office of the NPC, Agronomy	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 3 Male Guards Night Shift: 18.00 to 06.00hrs 3 Male Guards	365	5,000.48	1,825,175.20

	Division and Entomology Division.				
1.23	National Plant Protection Office, Mer Rouge	24-hour basis including Saturdays, Sundays and Public Holiday, that is, Day Shift: 06.00 to 18.00hrs 1 Female Guard Night Shift: 18.00 to 06.00hrs 1 Female Guard	365	1,666.82	608,389.30
Total contract price excluding VAT (Rs)					28,239,199.17

3. **The contract shall be for a period of one year effective as from date of signature of contract. Please note that all sites of Lot No 1 should be taken over at the start of the contract. You will have to liaise with the officer in charge of each station/compound as detailed at Annex B for necessary arrangements to take over the sites. Kindly note that only male security guards should be posted in all sites of Lot No 1 as stipulated in paragraph 4 of Section III of the bidding document.**

4. **The services shall be carried out in accordance with the scope of service, specifications and conditions mentioned in the bidding documents and under the supervision of the Officer-in-Charge of each station/compound of the Agricultural Services of this Ministry. As specified at clause 6 of the Scope of Services, Section III of the bidding document, some stations/compounds are remote and no provision for electricity, water, toilet facilities, cabin/booth for security guards are available. You will, therefore, have to make your own arrangements for the above provisions at your own costs.**

5. **You will have to submit a Performance Security amounting to Rs 2,823,919.92 representing 10% of the initial contract value within twenty-one (21) days as from date of this letter of Acceptance to the Manager, Procurement & Supply, Procurement & Supply Division, Ministry of Agro Industry & Food Security, Réduit.**

6. **You should also provide the under-mentioned insurance covers to the Manager, Procurement & Supply, Procurement & Supply Division, Ministry of Agro Industry & Food Security, Réduit within twenty-one (21) days as from date of this Letter of Acceptance and thereafter maintain same.**

- (a) **Insurance cover against all risks in respect of your property and any equipment used for the execution of this Contract;**
- (b) **all appropriate Employer's Liability and Workmen's Compensation insurance, or its equivalent, with respect to your employees to cover claims for personal injury or death in connection with this Contract;**
- (c) **a Professional Indemnity Insurance Cover extended to cover loss and damages of guarded assets (excluding all monies and securities) for at least Rs 15 Million, for the whole contract value or apportioned as per the value of contract awarded, to indemnify the Ministry against all losses resulting from failure in the services provided;**
- (d) **liability insurance in an adequate amount of Rs 15 Million to cover third party claims for death or bodily injury, or loss of or damage to property, arising from or in connection with the provision of services under this**

12. This letter of acceptance together with our Invitation to Bid, Procurement Ref. No.: MOAIFS/Q16/2020-2021/OAB and your offer, Bid No 114479 shall constitute a binding agreement between your company and the Ministry of Agro Industry and Food Security until a formal contract is signed between both parties.

13. You are requested to acknowledge receipt of this letter, by return Fax No. 466 9371, within seven (7) days from the date of this letter.

Yours faithfully,



(M. Kowlessur)
for Permanent Secretary

ANNEX A

PENALTIES

Any penalty to which the Contractor shall have rendered himself liable under any of the Conditions of the Contract and any expenditure incurred by the Ministry as a result of a breach of any such condition shall at the option of the Ministry be deducted from any amount due or that may become due to the Contractor under this Contract.

The penalties shall be as follows –

S. No.	Default	No. of Maximum Occurrence Limit per month / per site	Rate for Penalties to be applied
1	Late Attendance	3	As per Clause 2.9
2	Failure to sign attendance register either on arrival or departure	3	Rs 500.00 per occurrence
3	Failure to sign attendance register on arrivals and departures	1	Rs 500.00 per occurrence
4	No proper handing over carried on any shift	3	Rs 500.00 per occurrence
5	Any security guard absent from site without any replacement	3	Rs 500.00 per occurrence
6	Leaving site earlier without any replacement	3	Rs 500.00 per occurrence
7	Leaving site unattended	2	Rs 500.00 per occurrence
8	Tampering of attendance book	1	Rs 500.00 per occurrence
9	Vandalism /tampering with existing facilities, services, equipment and assets on the premises	2	Rs 500.00 per occurrence
10	Alcoholic drinks/Under the influence of alcohol / Smoking on site	1	Rs 500.00 per occurrence
11	Misconduct, Inconsiderate behavior, intimidation, abusive language	1	Rs 500.00 per occurrence
12	Use / found in possession of /dealing / under the influence of any illicit drugs on any site	1	Rs 500.00 per occurrence
13	Failing to wear uniform/ID Badge/ Protective equipment	2	Rs 500.00 per occurrence

S. No.	Default	No. of Maximum Occurrence Limit per month / per site	Rate for Penalties to be applied
14	No Attendance book available on site for checking purposes by respective Representatives of the Ministry	2	Rs 500.00 per occurrence
15	Failure on the part of the Service Provider to deal with an emergency or any default	1	Rs 500.00 per occurrence
16	Not respecting the working schedule	1	Rs 500.00 per occurrence
17	No supervision by site supervisors	2	Rs 500.00 per occurrence
18	Deployment of medically and physically unfit security personnel	1	Rs 500.00 per occurrence
19	Non complying with the age requirements	2	Rs 500.00 per occurrence

- i. Payment of penalties shall not affect the Service Provider's other liabilities
- ii. Every review of the contractor's performance during execution of a contract shall be duly recorded. A model of the Form which will be used to record the performance of the contractor is attached as per **Annex C**.
- iii. The Ministry may terminate the contract for a particular site by giving 30 days' written notice of termination to the Service Provider in the event that the maximum occurrence limit of penalties has been reached.

Note: The contractor shall be notified of any deficiency in his performance of the contract with request to take remedial actions failing which the latter may be excluded from forthcoming bidding exercises of the public body.

Recurrence of above shortcomings to be reported to Procurement

S No	Stations/Compounds	Contact Person	Tel No
1.1	Food Technology Laboratory, Réduit	Assistant Director, Agricultural Services	466-1435
1.2	Barkly Experiment Station, Herchenroder Street, Beau Bassin	Senior Technical Officer	454-6334
1.3	Bambous (ex-Roche Brunes Seed Production Centre)	Senior Technical Officer	452-0802
1.4	Quatre Bornes Horticulture Centre, Victoria Road, Quatre Bornes	Senior Technical Officer	454-6334
1.5	Richelieu Experiment Station, Coromandel	Senior Technical Officer	233-4173
1.6A	Curepipe Experiment Station including Plant Genetic Resources Unit, La Brasserie Road, Forest Side	Senior Technical Officer	676-1234
1.6B	Plant Genetic Resources, La Brasserie, Curepipe	Senior Technical Officer	670-5694
1.7	Plaisance Experiment Station	Senior Technical Officer	637-9457
1.8	Albion Experiment Station, Albion, Petite Riviere (Including Albion Farm of Animal Production Division)	Senior Technical Officer	238-4552
1.9	National Field Gene Bank, Nouvelle Decouverte	Senior Technical Officer	431-5645
1.10	Livestock and Veterinary Division	Agricultural Superintendent	466 6662
1.15	Animal Production Division	Senior Technical Officer	464 3733
1.17	Turkey Quarantine Unit, Plaine Magnien, Sheep Farm, Salazie, Heifer Farm, Melrose	Agricultural Superintendent	466 0021
1.20	Engineering Compound, Richelieu, Coromandel	Agricultural Superintendent or Principal Agricultural Engineer	233-0030
1.21	Agricultural Services, Compound Réduit	SAS	401 2800

MONITORING TEMPLATE

ANNEX C

Period:

Sr. No.	Default	Observation	Remarks
1.	Late Attendance		
2.	Security Guard absent from site without any replacement for valid reason		
3.	Leaving site earlier without any replacement		
4.	Allowing unwarranted person(s) on the premises		
5.	Misconducting/tampering with existing facilities, services, equipment and assets on the premises		
6.	Failing to wear uniform.		
7.	No attendance log book available on site for checking purposes by respective Representatives of the Ministry		
8.	Theft/act of vandalism occurring on site		
9.	Failure on the part of the Contractor to deal with an emergency or any default		
10.	Any other Occurrence		

Signature of the representative of the Service Provider :

Signature of the representative of the Employer :

Date: