



**ARYAVART BANK HEAD OFFICE**

**A-2/46 VIJAY KHAND GOMTINAGAR LUCKNOW**

**Notice No. HO/A&S/PVS/SEC/057/276/2023-24**

**Date: 07-06-2023**

**NOTICE INVITING EXPRESSION OF INTEREST  
FOR EMPANELMENT OF PRIVATE SECURITY AGENCY**

Aryavart Bank invites Expression of Interest (EOI) from reputed Private Security Agencies (PSAs) having their registered office in the state of Uttar Pradesh for the purpose of Empanelment with Bank for providing Armed/Unarmed Security Guards in Bank as and when required for its different offices/branches/cash vans etc.

The bank is operating in 26 districts of Uttar Pradesh viz. Agra, Aligarh, Ayodhya, Bahraich, Banda, Barabanki, Chitrakoot, Etah, Farrukhabad, Firozabad, Hamirpur, Hardoi, Hathras, Jalaun, Kannauj, Kasganj, Lakhimpur, Lucknow, Mahoba, Mainpuri, Mathura, Mirzapur, Shravasti, Sitapur, Sonbhadra and Unnao.

The empanelment would be initially for a period of three years with a provision to review yearly, at the sole discretion of the bank, based upon the performance and discipline of the PSAs.

Requisite application can be obtained from bank's Head office, A&S Department between 10.00 AM to 5.00 PM on Monday to (working) Saturdays at the following address:

**ARYAVART BANK,  
HEAD OFFICE, (A&S DEPARTMENT),  
A-2/46, VIJAY KHAND, GOMTI NAGAR,  
LUCKNOW, 226010, UTTAR PRADESH**

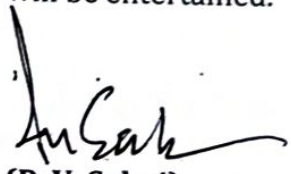
Requisite application is also available on our bank's website and can be downloaded from Tender Section of the Bank's website ([www.aryavart-rrb.com](http://www.aryavart-rrb.com)).

The interested PSAs should submit their application after going through entire proposal with full particulars viz. details of registration with the concerned Government Departments /Statutory bodies etc.

**The completely filled application in the prescribed proforma along with all Appendices, Annexures, documents, EMD as required in a sealed envelope with superscription "Empanelment for Private Security Agencies in Aryavart Bank" must reach the office of the undersigned on or before 21-06-2023 latest by 5.00 PM.**

The Bank reserves the right to accept/reject any or all the application/s without assigning any reason thereof and no subsequent correspondence in this matter will be entertained.

Date: 07.06.2023

  
(P. V. Sahai)  
Chief Manager





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**Appendix I**

**1. Scope of the Work**

Scope of work includes providing guarding services by deployment of Armed/Unarmed security guards, at sensitive/ risk prone branches/Cash Van/ Controlling office/ Head Office of the bank located in Uttar Pradesh. Branch/office network is divided in 22 Regions. Regional office of a region will be the controlling office for the purpose of administering and controlling the guarding services provided by an empanelled agency. Firm order for deployment of guards shall be placed by the Regions, as per their requirement, **as and when the need arises**, with the empanelled PSAs. Empanelment of Agencies should in no way be construed as work order for deployment of guards.

**2. Submission of Application**

Duly filled EOI document / Application/ Appendices/ Annexures/ documents complete in all respects must be submitted at Bank's above mentioned address along with the Earnest Money Deposit (EMD) of Rs. 50,000/- (Fifty thousand only) by way of DD/Pay Order in favour of Aryavart Bank payable at Lucknow, on or before **21-06-2023**, latest by 5.00pm in a sealed envelope. Exemption from EMD will be given to MSME & Startups as per the government policy on procurement.

Complete application includes duly filled and signed Application form along with all the supporting certificates / licenses / documents, a copy of the EOI document signed on each of its pages as token of acceptance of the terms and condition of the EOI, and EMD of Rs. 50,000.00 in the manner mentioned above.

Application received late, or without earnest money or conditional applications would be rejected. Further, the Bank reserves the right to accept or reject any or all applications without assigning any reason. PSAs meeting the technical requirements and other requirements will be empanelled. They will have to enter into a legal contract/agreement with the concerned Regional Office before rendering the services to the Branches/offices against orders placed with them by the Region.

**3. General Instructions/Conditions**

- i) Please read the terms and conditions carefully before filling the application form.
- ii) Please sign all the pages of the offer document including each page of the application form.
- iii) There should be no cutting/over writings. The cuttings/over writings, if any, should be duly attested.
- iv) Aryavart Bank reserves all rights to:
  - a) Accept or reject the application either in whole or in part.
  - b) Reject any or all the applications partially or wholly.
  - c) Cancel or withdraw this proposal of offers at any stage.
  - d) Accept or reject any deviation from these conditions.
  - e) Credential of all the applications will be examined / verified by the Bank physically as also by seeking reports from other banks / authorities as deemed fit and Bank's decisions will be final.

**4. Minimum eligibility criteria for empanelment are as follows**

The criteria, as listed below, will be applicable for eligibility of the applicants. For this purpose, PSAs shall submit copies of documentary proof along with the EOI and PSAs not conforming to any of these criteria will not qualify for empanelment:





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1. PSA should be a reputed firm/company/ proprietorship having its registered office in the state of Uttar Pradesh. Copies of certificate of incorporation / registration should be enclosed.
2. PSA must be holding a valid license in accordance with the "**Private Security Agencies (Regulation) Act 2005**" as amended time to time, to operate in the entire state of Uttar Pradesh. The license so obtained should not have been suspended/ cancelled/ revoked by the controlling authority under PSA Act or under any other provisions. Copy of the valid PSARA Licenses of the states applied for should be enclosed.
3. PSA must have all statutory registrations with various Government authorities pertaining to **Labour laws, Income Tax, EPF, ESIC, Indirect taxes** etc.
4. PSA should be continuously in business for at least last **03 years** as on 01.04.2023. Necessary documentary proofs such as Registration certificates should be enclosed.
5. PSA must have an average annual turnover of **Rs.2.00 (Two)** crore from Guarding services during last Three Financial Years i.e **2020-21, 2021-22 & 2022-23**;
6. PSA should have an **effective Infrastructure for the Training** of the security guards as laid down in PSARA.
7. PSA should have **Credible Supervisory Infrastructure and network**.
8. PSA should follow the extant State Government Acts / rules / regulations / Laws on various aspects of wages such minimum wages (State), PF, ESIC, Gratuity, Bonus, House rent, leave, overtime etc as applicable to them.
9. PSA should have provided the services to at least **THREE** Government Establishments (GEs) / Public Sector Banks (PSBs) / Other Banks (OBs) / Public Sector Undertakings (PSUs) during the last **03 (Three)** years and should have at least **2 (Two)** running contracts with them;
10. PSA should furnish at least **3 Reference Sites** of which at least two sites should be of GEs / PSBs / OBs / PSUs and on request by Aryavart Bank, the Referees should testify about the performance of the PSA to the Bank's satisfaction. **Contact details of the referees including their email ID and phone numbers must be mentioned.**
11. Performance certificate from the competent authorities of three institutions, of which at least two should be **GEs / PSBs / OBs / PSUs**, where services are being provided by the PSA should be submitted mentioning therein the total period of contract and the year wise work value as on 01.04.2023.
12. The PSA should have on its roll minimum **100** Security Guards/ Armed Guards deployed in GEs / PSBs / OBs / PSUs as on 01.4.2023. Details of such deployments should be furnished with documentary proof.
13. PSA should submit Solvency Certificate of at least **25 Lakh** from its banker. The Solvency Certificate must have been issued by their Banker on or after 01.09.2022.
14. **PSA should submit copies of:**
  - i. Certificate of Registration with Registrar of Companies or Registrar of Firms or letter of Proprietorship.
  - j. Valid Licenses under "Private Security Agencies (Regulation) Act, 2005" as amended from time to time, from Uttar Pradesh states.





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- k. Income Tax Returns for last Two Financial Years i.e 2020-21 & 2021-22 & a copy of their PAN Card.
- l. Audited Balance Sheet for last Two Financial Years i.e 2020-21 & 2021-22 and projected Balance Sheet for the year 2022-23 duly certified by their Chartered Accountant.
- m. Registration Certificate under Shops & Establishment Act.
- n. Certificate from ESI Corporation (latest).
- o. Certificate from EPF Organization under EPF & Misc. Provision Act. 1952 (latest)
- p. Registration Certificate under Contract Labour Act (Regulation & Abolition) 1970 of the concerned state(s).
- q. Registration Certificate for GST.
- r. Reference Sites details with documentary proof
- s. Performance certificates from clients
- t. Relevant Work orders
- u. PSA should submit in addition to the EOI document and application, its detailed PROFILE giving information on its performance / achievements / accomplishments / CR related activities etc, if any, for Bank's information.

**5. Eligibility Criteria for Security Guards**

The guards should be well built, physically fit and preferably below 50 years of age but above 18 years. In case of ex-servicemen or ex-paramilitary personnel requirement of age may be relaxed upto 55 years. The Security guards to be provided shall also meet physical standards prescribed by the Government and should not be suffering from any contagious disease or any other disease which may aggravate during his service in the bank. Medical fitness will be considered as per fresh medical fitness certificate from Registered Medical practitioner with qualification not less than M.B.B.S. as produced for verification by the PSA.

**6. Training of security guards**

All the guards which will be provided to the bank shall be fully trained. The PSA shall have arrangement for effective training infrastructure for providing class room and arms training to the security guards and shall adhere to the provisions of UP Private Security Agencies Rules 2009 towards pattern of training and skill enhancement during the period of agreement/ empanelment. The Guards should have undergone pre-induction training or shall be trained at their training facility within a period of one month post deployment.

**7. Training Establishment**

The Service Provider shall have his own Establishment/set up/mechanism/Training institute recognized under PSRA 2005 or have tie up with institutions recognized in terms of PSRA 2005 to provide training for security man power with them to ensure correct and satisfactory performance of his/her liabilities and responsibilities. PSAs not having adequate training infrastructure whether owned or rented in the state of UP shall not be considered for empanelment.

**8. Validity of Offer**

The applicant shall keep the offer open for a minimum period of 180 days from the date of opening of the offer within which period the PSA cannot withdraw its offer.





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Contravention of the above term will make the PSA liable for forfeiture of its Earnest Money Deposit.

**9. Agreement between the PSA and the Bank**

The empanelled PSA on award of deployment order by the Bank shall execute an Agreement in duplicate on a non-judicial Stamp Paper of appropriate value, as per the format provided by the Bank, and all the expenses in executing the agreement shall be payable by the PSA. A copy each of the agreement will be retained both by the Bank and the PSA concerned.

**10. Evaluation Process**

Merely meeting the eligibility criteria as mentioned above does not confer the PSA right of empanelment. Depending upon the requirement of the Bank and number of eligible applicants, the Bank reserves the right to shortlist the PSAs based on their track record, performance and other verifiable submissions and may at its discretion decide to select only the desired number of best performing applicants. Decision taken by the Bank in this regard shall be final.

**Stage I**

Incomplete Offers, i.e., offers not accompanied by the mandatory documents as mentioned above including EMD shall be rejected.

**Stage II**

Offers will be evaluated against the stipulated minimum eligibility criteria based purely on valid proof of documents submitted by the PSAs. Offers not complying with the eligibility criteria will be rejected. Evaluation will be done by a Committee of Officers based on Annual Turnover, No. of deployments in GEs / PSBs / RRBs/ OBs / PSUs for last 03 years and as on 01.04.2023, Performance Reports. Training infrastructure and other objective submissions made in the application and satisfactory feedback from reference sites and empanelling them with the Bank.

**11. Opening of Offers for EOI**

EOIs received till 5.00 pm on 21.06.2023 will be opened at the Aryavart Bank, Head Office, A-2/46, Vijay Khand, Gomti Nagar, Lucknow-226010 at 3.30 pm on 22.06.2023 in the presence of the PSAs and/or their authorized representatives who may be present at the time of opening of the offers. The offers will be opened at the time and date stipulated above irrespective of number of applicants or their representatives being present.

**12. Terms of Payment**

Wage structure of wages payable to Armed Guards / unarmed Security Guards deployed in our Branches / offices will be based on the minimum wages (UP State) as notified and amended by the State Labour Commissioner from time to time.

Bank will reimburse the monthly wages of security guards to PSA, if they furnish the details with proof of wages of security guards to respective bank accounts number, where wages are being disbursed as minimum wages with EPF, ESI and Bonus (If applicable).

Also PSA should submit the proof of their contribution details of EPF, ESI and Bonus (If applicable).

The PSA will not be made any payment in advance. Monthly payment confirming to the attendance of the security guard as per the documents to be maintained by the





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PSA and submitted to the Bank shall be made by the respective Branch/Office/ Regional Office post verification after the end of every calendar month.

**13. Non- Interest bearing Security Deposit**

Before award of the work by the regional office, the PSA have to submit a non-interest bearing security deposit of Rs. 50,000/- (Fifty thousand only) in the form of DD favoring Aryavart bank and Payable at concerned Regional Office. The Agency shall not be entitled to payment of interest on the amount of security deposit. Security deposit shall be refundable subject to adjustments. The security deposit shall be adjusted against any loss, theft, damage etc. caused by the agency or by the guards deployed by the agency or by the negligence of guards deployed by the agency and/or agency commits breach of one or more of the conditions in the agreement.

**14. Detailed Terms and Conditions**

- A. Bank shall have the right to reject one / or all the applications without assigning any reason what so ever.
- B. PSA should have valid registrations, in the absence of valid registrations, their application shall not be considered. If the agency deliberately gives wrong information in the application or conditional application, Bank reserves the right to reject such application at any time and blacklist for future empanelment.
- C. The security guards to be provided by the PSA must be of sound health and good character for which the PSA shall be responsible and their antecedents are to be certified by the PSA and a copy of Police verification also is to be provided before the deployment of security guards. If an armed guard is found to be medically unfit or of unsound mind prior or during the period of agreement, the PSA shall not deploy or engage such person or replace such person immediately. The Bank shall have the right to refuse/reject any security guard not meeting the requisite standards.
- D. Training of the deployed Armed Guard shall be ensured by the PSA every year. For Armed Guards, the PSA will ensure to give the firing practice of the weapon at least once a year.
- E. Certificate of medical fitness from a registered Medical Practitioner (having at least MBBS qualification) in respect of each and every deployed guard will be required to be produced by the PSA every year on or before 30th of September.
- F. Annual inspection of the guns of the deployed Armed Guards will be required to be got done from an authorized Armourer / Arms Dealer and certificate of fitness of the gun will be required to be submitted to the Regional Office on or before 30th of September every year.
- G. The supervisory mechanism of the PSA should be such that the Supervisor visits the Branch / Office where an armed guard / security guard is deployed, at least once every quarter, seeks feedback from the Branch / office incumbent, submits its visit remarks in the supervisor's diary kept at the Branch and initiates corrective / remedial measure, if required.
- H. The PSA shall be wholly and solely responsible for full compliance of the provisions under all labour laws or regulations such as Payment of Wages Act, 1936, Minimum Wages Act, 1948, the Payment of Gratuity Act, 1972, the Employee Provident Fund and Miscellaneous Provisions Act, 1952, Employees Liability Act, 1938, Workman Compensation Act, 1920, the Maternity Benefit Act,





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1961 etc., each one of them as amended and as applicable on date. The Contract Labour (Regulation and abolition) Act, 1970 or any modification thereof or any other law relating thereto of having bearing on the performance of the works hereunder and rules there under from time to time. The PSA shall assume liability and shall agree and undertake to indemnify and hold harmless the Bank from every expenses, liability or payment by the reason of the application or violation of such laws, rules or regulations existing or to be introduced at a future date during the currency of the agreement.

- I. The Security Guards shall be provided as per the requirement of the Bank and the guards so provided by the PSA shall not claim themselves as the employees of the Bank and there shall be no employer - employee relationship between the Bank and the guards so provided by the PSA. Payment shall be made on the basis of actual engagement of security personnel.
- J. The PSA shall be wholly responsible for paying Monthly Salary and other admissible allowances to guards deployed by them at the branches/offices of Aryavart Bank. It will be the responsibility of the PSA to arrange for the relievers / substitutes when required and Bank shall not pay any extra charges / payment for whatever reason including for weekly off / leave / holiday etc.
- K. It shall be the responsibility of the PSA to provide full uniform (summer and winter both), shoes, cap, etc. along with the name plate/identity card to the security staff deployed. The identity cards shall be produced on demands by the any authority of the Bank/Govt.
- L. All essential items for performing the duties of security guards such as torches, lathi, whistle, shoes/rain boots, raincoats, first aid arrangement etc. shall be provided by the PSA at their own cost.
- M. The PSA will introduce their security staff to Officer-In-charge, declared as controlling officer or any other person authorised by bank in this behalf for the operation of the agreement by Bank for his verification and satisfaction before their deployment and the PSA shall furnish complete particulars / bio-data of security personnel with passport size colour photo duly attested by the authorized signatory of the PSA before deployment including the copy of arm license, wherever applicable.
- N. The Bank reserves the rights to ask the PSA to remove any guard found not discharging his duties satisfactorily or of doubtful character and integrity and the PSA will have to immediately remove such person / persons and provide replacement.
- O. The Bank shall not provide any residential accommodation in the premises of the Bank or elsewhere for the security guards deployed by the PSA. The Bank shall not be bound to keep the arm of the armed guard overnight in its premises for safe custody after duty hours.
- P. The duty points and retention of security guards deployed by the PSA will be decided by the Bank through its Officer-in-Charge or any person so authorised in this regard and the PSA will have to abide by such direction.
- Q. The security guards shall perform the following duties. The point to be noted is that the following duties are indicative and not exhaustive and the Bank reserves the right to invoke changes in assigned duties as per the requirement of the site:





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1. Guarding the Branches against robbery/dacoity;
2. Checking and regulating visitors and maintenance of various prescribed document (Necessary entries be made in the records/registers).
3. Checking of incoming/outgoing materials and vehicles at the gate.
4. Prevention of losses from theft/pilferage/damage to Bank property.
5. Assisting in case of strike/unrest of employees and rendering necessary and adequate assistance to Bank administration and also taking necessary steps to control mob/unruly crowd.
6. Rendering assistance in firefighting whenever fire takes place inside the premises or when called upon to do so. All personnel employed by the PSA should be suitably trained in firefighting techniques and handling of firefighting equipment and also first aid procedures.
7. Prevention of misuse of water, electricity & other facilities by outsiders/unauthorized persons and prevention of entry of stray animals into Bank's premises.
8. Apprising the Bank administration of any lapses covered under the scope of this work and suggesting remedial measures.
9. The security guards deployed by the PSA during contract with Aryavart Bank shall not work in any other organization or shall not be deployed by the PSA to any other organization. If any such case comes to the notice during the agreement period, Bank shall have the right to impose suitable penalty on the PSA, which will be recovered from his monthly bills or security deposit or any other dues of the PSA. The PSA shall employ good and trained persons with good health and clean record within the age of 25 to 55 years and must have good working knowledge of Hindi/local language, with minimum 10th standard pass. In case, any of the guard so provided is not found suitable by the Bank, the Bank shall have the right to ask for his replacement without giving any reason thereof. It will be the responsibility of the PSA to ensure that approved strength is maintained at all the times and security services continue without any break.
- R. In case of any pilferage, damage or theft, the PSA or their representative shall report the matter immediately to the authorities of the Bank and shall take up the matter with the police for lodging FIR/Proper investigation and recovery of loss. The PSA will be wholly responsible for any loss due to theft, pilferage etc. and will make good the loss sustained by the negligence, absenteeism of dereliction of duty by their security guards.
- S. If act of an armed guard / security guard, whether deliberate or inadvertent, casual or negligent, being that of omission or commission causes any injury to a customer or staff or any individual or causes loss of property of Bank or of customer or of any individual, the compensation for the same in full will have to be borne by the PSA.
- T. It may be distinctly understood that there shall not be any absenteeism by the security guards and in case of absenteeism, if any guard's replacement deputed by the PSA is unable to join his duty within two hours, failure to do so would render the PSA liable to pay the damages at double the rate of the wages and





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suitable deductions will be made from monthly bills of the PSA. Such replacement guard shall also be subject to meeting the standards.

**15. Liquidated Damages and Termination**

The terms mentioned in the EOI Document shall be binding on the PSA for compliance whether or not these form part of the agreement that the PSA shall formally be entering with the Bank at the time of award of the contract of a site by the Region. Non adherence to any of the conditions as mentioned in the EOI document and / or in the agreement will be treated as the breach of contract. In the event of breach of any term of contract and/or services provided by the PSA are found not satisfactory. (not maintaining the man power, found not alert on duty, indiscipline and improper uniform/turnout etc.) during the period of the agreement, an amount subject to minimum 10% of the total monthly bill of the concerned site(s) would be deducted as liquidated damages only for one month and if the performance continues to be unsatisfactory in any of the the subsequent months the services of the PSA can be terminated IMMEDIATELY even without any advance notice at the discretion of the Bank in addition to disqualifying them for participation in any future empanelment process.

**16. Fidelity Insurance Cover**

The Agencies should obtain Fidelity Insurance Cover for Rs.1.00 Crore, for protecting Bank's interest in case of any loss arising to the PSA due to negligence, carelessness of their guards provided to the Bank. The fidelity Insurance cover should be submitted to the Region which shall place orders for deployment.

**17. Other terms and conditions**

1. The PSA shall submit monthly bills in duplicate for the services rendered during the preceding month along with the pay roll duly signed by the security staff and the Bank shall make payment within 10 working days from the date of submission of bills after deduction of income tax as per provision of Income Tax Act, 1961 and as amended from time to time and also including any other taxes levied by the Central/State Government from time to time. The PSA shall undertake and ensure timely payment of wages to the deployed guards as per the extant Government norms and such payment of wages to be made to the guards will no way be dependent on release of payment by the Bank to the PSA.

2. The PSA shall give weekly off to their security guards and shall provide a reliever in their place. The PSA is required to conduct surprise check frequently during late hours (wherever applicable) and to see themselves that their guards are discharging duties faithfully and properly and also submit their report to the identified officials of the Bank. No double duty is allowed except in exceptional/emergency cases. PSA shall be liable to pay applicable over time allowance to their guards, if any, and no claim will be entertained by the Bank in this regard.

3. The empanelment shall be for a period of three years. However, in case of unsatisfactory performance or at the discretion of the Bank, the contract can be terminated with maximum of one month's advance notice to the PSA.

**18. Settlement Of Disputes by Arbitration**

In the event of there being any dispute or difference arising between the parties the same shall be referred to the Regional Manager of concerned Region, whose decision shall be final and binding on both the parties. However, if the parties are still not





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satisfied, the matter shall be referred to the sole arbitrator mutually agreed by the parties. The arbitration shall be conducted in accordance with the provisions of the Arbitration and Conciliations Act, 1996 (26 of 1996) or any statutory amendments or re-enactment thereof and the rules made there under and for the time being in force and shall apply to the arbitration proceedings under this clause. The award of the arbitrator shall be final and binding on the parties. The venue of the arbitration shall be concerned Regional Officer, placing Order. The fees, if any, of the arbitrator shall, if required to be paid before the award is made and published, be paid equally by both the parties. The cost of the reference and of the award (including the fees, if any, of the arbitrator) shall be in the discretion of the arbitrator who may direct to any by whom and in what manner, such costs or any part thereof shall be paid and fix or settle the amount of costs to be so paid.

*I have read and accept, all terms/conditions/criteria other aspects mentioned in this document unconditionally.*

Signature and Seal of

The authorized signatory of the PSA

Name:

Designation:

Address:





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**(To be submitted on the letter head of PSA)**  
**EXPRESSION OF INTEREST**  
**FOR EMPANELMENT OF PRIVATE SECURITY AGENCIES**

Appendix II

Ref No.-

Date:

The General Manager,  
Aryavart Bank  
Head Office,  
A-2/46, Vijay Khand, Gomti Nagar,  
Lucknow-226010.  
Dear Sir,

**Re: EXPRESSION OF INTEREST for Empanelment as Private Security Agency (PSA)**  
**for providing guarding services of Armed Guards and Unarmed Security Guards**

I/We hereby offer for our Company /Firm to be empanelled as a PSA for providing Armed and Unarmed Security Guards to be deployed at various premises of Aryavart Bank, in its entire operational area in Uttar Pradesh.

I/We am/are aware that the empanelment does not guarantee any work order. In the event of getting a contract, I/We agree to honour the obligation with due diligence and efficiency as required by Aryavart Bank.

I/We also understand that mere filling the Application form does not automatically qualify us for being empanelled. We also agree to Aryavart Bank, Lucknow's right to reject any or all Applications (including ours) without assigning any reason thereof.

I/We agree to all the terms and conditions of the notice.

Thanking you,

Yours faithfully,

Signature and Seal of  
The authorized signatory of the PSA  
Name:  
Designation:  
Address:



**ARYAVART BANK HEAD OFFICE****A-2/46 VIJAY KHAND GOMTINAGAR LUCKNOW****Notice No. HO/A&S/PVS/SEC /057/276/2023-24****Date: 07-06-2023****Appendix III**

**EXPRESSION OF INTEREST**  
**FOR EMPANELMENT OF PRIVATE SECURITY AGENCIES IN**  
**ARYAVART BANK**  
**DETAILS OF APPLICANT**

1	Name of the Private Security Agency	
2	Address, Auth. Person, Telephone No. & E-mail of UP office (attach proof)	
<b>Sl</b>	<b>Particulars asked for</b>	<b>Proof / Details to be attached as</b>
3	Constitution (Company/Firm/Proprietorship).	Annexure 'A'
4	Date of Establishment	Annexure 'B'
5	Experience in the field	Annexure 'C'
6	Name of the Directors/Partners/Proprietor	Annexure 'D'
7	Details of registration with Registrar of Companies /Firms or as a Proprietorship concern. Mention No. & date (Documentary Proof Necessary) Furnish also copy of relevant Certificates / Deeds.	Annexure 'E'
8	Whether registered for GST. If so, mention no. & date. Furnish copies of relevant certificate.	Annexure 'F'
9	Whether an assessee of Income Tax. If so, mention PANS / TAN. Furnish copies of IT Return for 2020-21 & 2021-22 and the PAN Card.	Annexure 'G'
10	Whether empanelled with other Organizations / Government establishments / Public Sector Banks / Other banks / Public Sector Undertakings, etc. Furnish their names, category, date and period of empanelment.	Annexure 'H'
11	Furnish details of at least 3 Reference Sites <b>on Appendix VII</b> of which at least two sites should be of GEs / PSBs / OBs / PSUs and their work orders.	Annexure 'I'
12	Whether registered with ESIC & EPF. Furnish Date of registration and proof.	Annexure 'J'
13	Valid License under " <b>Private Security Agencies (Regulation) Act, 2005</b> " as amended from time to time, from Uttar Pradesh States. Furnish copies of relevant certificate.	Annexure 'K'
14	Whether registered with Govt. under Contract Labour (Regulation & Abolition) Act, 1970. Furnish date of registration and proof. Furnish copies of relevant certificate.	Annexure 'L'





**ARYAVART BANK HEAD OFFICE**

**A-2/46 VIJAY KHAND GOMTINAGAR LUCKNOW**

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**Date: 07-06-2023**

15	Proof of having minimum <b>100</b> Security Guards / Armed Guards (Gunmen) on Agency's roll (with site addresses) deployed with GEs / PSBs / OBs / PSUs as on 01.04.2023.	Annexure 'N'
16	Details of Training Infrastructure for training of Guards, including firing practice. Furnish copies of relevant certificate.	Annexure 'O'
17	Details of Supervisory Infrastructure. Furnish copies of relevant certificate.	Annexure 'P'
18	Audited Balance Sheet for last TWO Financial Years i.e. 2020-21 & 2021-22 and duly CA certified projected Balance Sheet for the year 2022-23	Annexure 'Q'
19	Proof of average Annual Turnover of at least Rs.2.00 Crores (Certificate from a Chartered accountant based on past IT returns of year 2020-21, 2021-22 & 2022-23)	Annexure 'R'
20	Solvency Certificate of minimum 25.00 Lakh from PSA's Banker issued on or after 01.09.2022	Annexure 'S'
21	Earnest Money Deposit of Rs. 50,000/-	Annexure 'T'

Signature and Seal of  
The authorized signatory of the PSA)  
Name:  
Designation:  
Address:

Date:





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**Appendix IV**

(On Rs 100/- non judicial stamp paper)

**Affidavit of Undertaking**

I/We \_\_\_\_\_ s/o \_\_\_\_\_ Director/prop  
of M/s \_\_\_\_\_ having its Registered Office at \_\_\_\_\_  
(herein after referred as Bidder) hereby affirm/s on oath, that:

I/We/our PSA shall be wholly and solely responsible for full compliance of all labour laws, compliance with all statutory provisions/ stipulation of state.

I/we/ our PSA will assume liability and will undertake to indemnify the bank against any loss, penalty or any other liability incurred due to violation of provisions of the enactments mentioned above.

If at any time after empanelment it is found that I/We/our PSA have violated any labour and statutory provisions, laws or Acts mentioned above, I/We/our PSA will have no objection if bank depanel and blacklists me/us/our PSA and imposes any other penalty suitable for any loss caused due to such act.

Date:

Signature with seal of Deponent

Place:





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**Appendix V**

(On the letter head of the firm/company)

**Letter of Undertaking**

I/We \_\_\_\_\_ s/o \_\_\_\_\_ Director/prop  
of M/s \_\_\_\_\_ having its Registered Office at \_\_\_\_\_  
(herein after referred as Bidder) hereby undertake the following, that:

No criminal cases/ charges is pending with the police/court against the Proprietor/Firm/Partner or Directors/Partners of our firm/ Company.

It shall be ensured by me/us that no criminal case is pending with the police/court against the proposed staff/ guards who will be deputed for service in the Branches / Cash Van / Office etc of the bank

I/We/our PSA have not been blacklisted by any entity (Govt/PSU/PSB/MNC or any other organization).

I/ We will be undertaking to provide trouble free & uninterrupted services at agreed Terms & conditions.

The license awarded to me/us under Private Security Agencies Act 2005 is still valid and has not been suspended/ cancelled/revoked by the controlling authority or any other Government authority.

Signature and Seal of  
The authorized signatory of the PSA)

Name:

Designation:

Address:

Date:





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**Appendix VI**

(On the Employer's letter head)

**Performance Certificate**

It is to certify that M/s.....(office address).....has been providing Security guards to our organization at the location (address).....wef ..... to.....

The numbers of security guards provided are.....

We rate the services provided as;

- a) Excellent
- b) Good
- c) Satisfactory
- d) Poor

(Authorized signatory)

Name

Designation

Phone

E Mail ID

Date:



**ARYAVART BANK HEAD OFFICE****A-2/46 VIJAY KHAND GOMTINAGAR LUCKNOW****Notice No. HO/A&S/PVS/SEC /057/276/2023-24****Date: 07-06-2023****Appendix VII**

(On the letter head of the firm/company)

**Reference Site Details**

01.	Name of the company / PSU Bank / Govt. Body	
	Address of the company /PSU Bank	
	Contact person	Name: Designation Landline: Cell No.: E-mail id:
	Details of Security Guards deployed in last 3 years (Ref. No., date of order and quantity)	
02.	Name of the company / PSU Bank / Govt. Body	
	Address of the company / PSU	
	Name, designation of contact person with telephone No. and e-mail id	Name: Designation Landline: Cell No.: E-mail id:
	Details of Security Guards deployed in last 3 years (Ref. No., date of order and quantity)	
03.	Name of the company / PSU Bank / Govt. Body	
	Address of the company /PSU Bank	
	Contact person	Name: Designation Landline: Cell No.: E-mail id:
	Details of Security Guards deployed in last 3 years (Ref. No., date of order and quantity)	

**AUTHORISED SIGNATORY****Date**