

Government of Andhra Pradesh
The Andhra Pradesh Shilparamam Arts, Crafts & Cultural Society

Tender Notice No.28/AP.SHILPARAMAM/SECURITY- HK/TENDERS/UNITS/2026, Dt.09-09-2026

TENDER DOCUMENT
FOR
**APPOINTMENT OF AGENCY FOR SUPPLY OF SKILLED/SEMI-
SKILLED / UNSKILLED HOUSEKEEPING PERSONNEL/ MAN POWER
AND SECURITY PERSONNEL**

AT SHILPARAMAM PARKS ACROSS ANDHRA PRADESH

**Locations: Kakinada | Visakhapatnam | Tirupati | Pulivendula | Guntur | Kadapa |
Puttaparthi | Vizianagaram | Ananthapuramu |**
(And any New Shilparamam as per exigency)

Chief Executive Officer
The Andhra Pradesh Shilparamam Arts, Crafts & Cultural Society
Andhra Pradesh

ADDRESS: Chief Executive officer, A.P Shilparamam Arts, Crafts & Cultural Society, Plot.
No.56, D.No.54-16-1/18C, Central Excise colony, Road. No. 2, Loyola college
Road, Gunadala, Vijayawada - 520008, Tel No. 0866-2456445, 8886652023,
E.mail: shilparamam.andhra@gmail. com

ce
7/9/2026.

9/9/26

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SECTION – 1

INVITATION FOR TENDERS

Name of Work:

Appointment of Agency for Supply of Skilled/Semi-Skilled / Unskilled Housekeeping Personnel/ Man power and Security Personnel at Shilparamam Parks in Andhra Pradesh on outsourcing basis.

Tender Inviting Authority:

Chief Executive Officer, The Andhra Pradesh Shilparamam Arts, Crafts & Cultural Society (APSACCS), Andhra Pradesh.

1. Tenders (Bids) are invited from eligible agencies for appointment of an agency for supply of Skilled/Semi-Skilled / Unskilled Housekeeping personnel/ Man power and Security personnel at the following Shilparamam parks in Andhra Pradesh. The scope of service shall be as specified in Sections 5 and 6 of this Tender Document.

S. No.	Shilparamam	District	Housekeeping Personnel(approx.)	Security Guards (3 Shifts)
1	Kakinada	Kakinada	2	1
2	Visakhapatnam	Visakhapatnam	3	2
3	Tirupati	Tirupati	1	4
4	Pulivendula	YSR Kadapa	--	2
5	Guntur	Guntur	2	3
6	Kadapa	Kadapa	2	1
7	Puttaparthi	Sri Satya Sai	1	--
8	Vizianagaram	Vizianagaram	--	1
Note:	The estimated initial requirement is for 11 housekeeping and 14 security personnel. However, these figures are indicated only and subject to change based on operational exigencies. The Agency is required to provide personnel/Man power across all Shilparamams based on real-time needs. The Authority reserves the right to vary the quantity of manpower as per exigency. Payment shall be settled based on actual deployment.			

2. Tender (Bid) Document may be procured from the office of the Chief Executive Officer, APSACCS. The Bid document is not transferable.

3. The Tender Document Fee of Rs. 5,000/- (Rupees five Thousand only) is non-refundable and shall be paid through a Demand Draft from any scheduled commercial bank in favour of "Chief Executive Officer, APSACCS" payable at the respective station. The DD details must be quoted in all communications.
4. The Bid (Tender) shall be accompanied by a Bid Security (EMD) of Rs.1,00,000/- (Rupees one Lakhs only) payable through a Demand Draft in the manner mentioned above, valid for 3 months. Bid Security will be refunded to unsuccessful bidders or forfeited if the successful Bidder withdraws or fails to comply with conditions of the Letter of Award.

Tender Document Fee	Rs. 5,000/- (Non-refundable)
Bid Security (EMD)	Rs. 1,00,000/- (Rupees one Lakhs only)
Contract Period	Two (2) years, extendable

5. The following is the time schedule:

Activity	Date / Time
Issue of Tender Documents	From 10-09-2026
Last date for seeking clarifications	16-09-2026 by 3:00 PM
Replies to clarifications	17-09-2026
Last date for submission of Bid	28-09-2026 by 3:00 PM
Opening of Technical Bids	28-09-2026 at 3:30 PM
Opening of Commercial Bids	28-09-2026 at 4:30 PM (shortlisted bidders only)
Issue of Letter of Award	Within 7 days
Execution of Contract Agreement	Not later than 15 days from Letter of Award
Date of commencement of services	As specified in the Contract Agreement

Any addendum/ corrigendum to the Tender Document shall be uploaded in the website <https://shilparamam.ap.gov.in/tenders>

6. A Bidder may submit a Bid for one or more Shilparamam parks. However, the contract shall generally be awarded location-wise. At the sole discretion of APSACCS, a single agency may be awarded the contract for all locations if it is found to be in the best interests of APSACCS.
7. The period of contract shall be Two (2) years from the Commencement Date, unless terminated earlier. The contract period may be extended for a further period of one year at the sole discretion of APSACCS on such terms and conditions as may be mutually agreed.
8. APSACCS reserves the right, without any liability of whatever nature, to modify the terms and conditions of the Tender, to accept or reject any or all Bids received and to terminate the Bid process at any stage.
9. **The salaries of personnel supplied through the Agency shall be paid strictly in accordance with the Minimum Wages notifications issued half-yearly (April and October) by the Labour Department, Government of Andhra Pradesh.**

SECTION – 2

ELIGIBILITY CRITERIA AND TECHNICAL BID

1. The Bidder shall be a single entity. No joint Bidding or consortium is permitted.
2. The Bidder shall be a company registered under the Companies Act 1956 or 2013, a registered Partnership Firm under the Indian Partnership Act 1932, a Limited Liability Partnership under the LLP Act 2008, or a Sole Proprietorship Firm. Copies of registration certificates, MOA & AOA (for companies/LLPs), registered partnership deed (for partnership firms), or GST registration certificate / Udyam Registration / Shop & Establishment Certificate (for sole proprietorships) shall accompany the Bid.
3. The Bidder shall hold a valid licence issued under the Contract Labour (Regulation and Abolition) Act, 1970. For Security Services, the Bidder shall additionally hold a valid licence under the Private Security Agencies (Regulation) Act, 2005.

4. Technical and Financial Criteria:

The following criteria must be satisfied and supporting documents enclosed:

- The Bidder should be an income tax assessee with an average annual turnover of Rs. 1.00crore during the preceding 3 financial years and annual turnover of at least Rs. 2.00 crores in any one year during the preceding 3 financial years from Housekeeping and/or Security services Copies of audited accounts and IT Returns (Acknowledgement) for the preceding 3 years shall be submitted.
- The Bidder should have experience in providing Housekeeping and/or Security services to at least five (5) Government/Public Sector/Corporate establishments for a period of not less than 2 years each, during the preceding 5 years.
- The Bidder should have at least 100 workers (housekeeping or security) on its rolls.
- The Bidder shall hold valid EPF, ESI, and GST registration certificates.
- The Bidder shall have a clean track record and should not be blacklisted by any Government Department or Public Sector Undertaking.

SECTION – 3

BID EVALUATION

1. Bidders who satisfy all the technical criteria prescribed under Section 2 will be shortlisted for opening of the Commercial Bid. The decision of APSACCS on eligibility shall be final.
2. The Commercial Bid shall contain the Service Charges/Commission quoted by the Agency as a percentage (%) of the total wages payable to the personnel. Incomplete Commercial Bids will be rejected.
3. The Bidder quoting the lowest percentage of Service Charges will be declared the selected Bidder for issue of Letter of Award, subject to other terms and conditions.
4. In the event of a tie in the percentage quoted, APSACCS reserves the right to negotiate or select based on additional technical evaluation.
5. APSACCS reserves the right to award the contract for each Shilparamam separately or collectively to one or more agencies.

SECTION – 4

INSTRUCTIONS TO BIDDERS

1. The Technical Bid and Commercial Bid shall be submitted in two separate sealed covers, enclosed in a sealed outer envelope, superscribed as follows:

Cover 1: "Technical Bid – Supply of Housekeeping & Security Personnel/Man Power to APSACCS Shilparamams"

Cover 2: "Commercial Bid – Supply of Housekeeping & Security Personnel/ Man Power to APSACCS Shilparamams"

Outer Envelope: Addressed to the Chief Executive Officer, APSACCS, along with Bidder's name, address and mobile number.

2. Each page of the Tender Document submitted shall be signed by the Authorised Person of the Bidder. The Authorised Person shall be nominated under the registered documents of the Bidding entity or a duly notarised Power of Attorney shall be submitted.
3. The validity of the Bid shall be three (3) months from the date of submission.
4. The Bidder or its associates shall not have any conflict of interest with APSACCS and shall not adopt fraudulent methods to secure the tender. If proved later, the contract shall be terminated and the Bidder shall be liable under civil and criminal laws besides blacklisting.
5. The successful Bidder shall furnish a Performance Guarantee equivalent to two (2) months' monthly bill amount by means of Demand Draft issued by a scheduled commercial bank in favour of the CEO, APSACCS.
6. Where a Bidder quotes 0% Service Charges, they shall deposit an additional Caution Deposit equivalent to one year's EPF, ESI, and GST contributions as a Bank Guarantee, valid for 27 months.
7. APSACCS reserves the right to seek clarifications on any matter relating to the tender submitted, and such information shall not modify the content of the tender submitted.
8. If the date of submission or opening is declared a public holiday, the same shall be postponed to the next working day at the same time and place.
9. The decision of APSACCS in selection of the Bidder shall be final and binding on all Bidders.
10. For further details, contact the Administrative Officer, APSACCS, between 11:00 AM and 5:00 PM on working days on **8886652023**.

Handling of Insufficient Bids

The following procedure shall apply if less than two (2) technically eligible and valid bids are received:

- The bid(s) received shall be **RETAINED** (without opening the Financial Bid) and kept in safe custody.
- A **SECOND CALL** shall be issued immediately. The second call shall be advertised with a fresh submission deadline.
- If valid bids are received in the Second Call, all financial bids (including the retained bid from the First Call) shall be opened together and evaluated on the basis of highest ADP.
- If **NO** further valid bids are received in the Second Call, the Financial Bid of the retained eligible bid from the First Call shall be opened and evaluated.
- If the retained bid is found eligible the work will be awarded to that bidder.

SECTION – 5

SCOPE OF WORK – HOUSEKEEPING SERVICES

The Agency shall supply the requisite number of skilled/semi-skilled / unskilled housekeeping personnel/ Man power at each Shilparamam park as directed by the respective Administrative Officer (AO). For Housekeeping Services: Personnel deployed shall be semi-skilled / unskilled, medically fit, in the age group of 18 to 45 years, conversant in Telugu and/or English, and trained in mechanised housekeeping, sanitation, and landscaping.

The scope of housekeeping work includes but is not limited to the following:

A. Daily Work

- Cleaning of all areas including galleries, craft courts, exhibition halls, open theatres, toilets, bathrooms, corridors, staircases, entrance areas, and visitor areas as advised by the AO.
- Sweeping, mopping, and scrubbing of all indoor and outdoor areas using appropriate equipment and detergents.
- Dusting, wiping, and cleaning of all doors, windows, fittings, glass panels, showcases, notice boards, and exhibition panels.
- Cleaning and disinfecting of all toilets and restrooms with appropriate detergents at least twice a day.
- Dusting and cleaning of all furniture including benches, chairs, tables, showcases, and office furniture.
- Emptying and cleaning of all dustbins. Depositing garbage at the designated location within the compound.
- Watering of all indoor and outdoor plants, lawns, flower beds, and garden areas.
- Sweeping and cleaning of parking areas, roads, pathways, and surrounding premises up to a radius of 50 metres.
- Cleaning of surface drains and removal of drain blockages as required.
- Cleaning of Restaurant / Canteen area including kitchen floor, ceiling, walls, doors, windows, and fittings.
- Dishwashing and cleaning of kitchen utensils and equipment as directed.
- In case of skilled attending the duties as entrusted by AO.

B. Weekly Work

- Cleaning of all fans, light fittings, air conditioners, coolers, and water coolers.
- Dusting and cleaning of crevices, corners, roofs, wall surfaces up to roof height, ventilation pipes, and removal of cobwebs.
- Cleaning of roof and water drain pipes.
- Cleaning of wall surfaces using vacuum cleaners.
- Cleaning of ceramic / glazed tiles in rooms and verandahs using scrubbing brushes and required materials.

C. Garden Maintenance & Landscaping

- Maintenance of Gardens, Lawns, Flower Beds, Trees and Landscape development at the Shilparamam premises.
- Removal of weeding, daily watering, cleaning, application of pesticides and manure, and regular operation of lawn mower.
- Maintenance of flowerbeds, shrubs, Avenue trees, pruning, trimming, and daily watering across the entire Shilparamam premises.

- Maintenance of gardens and lawns in undeveloped areas including upcoming garden works, hedges, flower beds, and trees on both sides of Main Road and between buildings.
- Engaging labour for day-to-day maintenance, watering, trimming, removal of weeds, application of fertilisers and pesticides, planting of new plants, trees, and formation of flower beds.
- Provision of necessary water hose pipes, lawn mower, pesticides, fertilisers, etc., by the Agency at its cost.

D. General Obligations

- Work shall be carried out on Sundays and Public Holidays.
- For loss of any articles reported during the cleaning process, the Agency shall be held responsible and liable for compensation.

E. Shift Timings – Housekeeping

Housekeeping operations shall be carried out in shifts of 8 hours each as directed by the AO. The Agency shall ensure adherence to timings.

SECTION – 6

SCOPE OF WORK – SECURITY SERVICES

The Agency shall deploy the required number of Security Guards at each Shilparamam Park as per the requirement. Security guards deployed shall have minimum 7th standard qualification, minimum one year experience, preferably ex-servicemen (discharge certificate to be submitted). They shall be between 21 and 50 years of age.

The scope of Security Services includes but is not limited to:

- Manning the entry and exit gates of the Shilparamam, ticket checking and controlling the movement of visitors, staff, and vehicles.
- Carrying out security checks of visitors and their belongings at entry points.
- Patrolling the premises including village museums and handicraft museums, galleries, open spaces, parking areas, and peripheral walls during all shift hours.
- Preventing unauthorised entry, pilferage, vandalism, and trespassing on the premises.
- Checking identity of all persons entering restricted zones and ensuring compliance with visitor rules.
- Maintaining the Feedback Register, Vehicle Entry Register, and other security records as prescribed by the AO.
- Taking prompt action and alerting the AO in case of emergencies, fire, accidents, or law and order incidents.
- Assisting in crowd management during cultural programmes, exhibitions, and events held at the Shilparamam.
- Coordinating with local police and authorities in matters relating to security of the premises.
- Ensuring lights and fans are switched off after closing hours and the premises are properly locked.

Equipment to be provided by Agency

- Good quality uniform, Agency badge, and photo identity card for each guard.
- Essential tools like batons/sticks, torches, whistles, and rain gear.

SECTION – 7

CONDITIONS OF CONTRACT

1. Contract Period

The duration of the Contract shall be two (2) years from the date of commencement of providing services unless terminated earlier. The contract may be extended for up to one year at the sole discretion of APSACCS on mutually agreed terms.

2. Deployment of Personnel

- a. The Agency shall deploy the required number of Housekeeping personnel and Security Guards/ Man power as per the tender at each Shilparamam with proper uniform, ID card with photo, and necessary tools/equipment.
- b. Well before the commencement date, the Agency shall furnish a list of names with details including experience, educational qualifications, and address and personally introduce them to the AO.
- c. No change in personnel shall be made without the prior approval of the AO.
- d. On requisition from the AO for replacement of any person for unsatisfactory performance, the Agency shall replace such person immediately with another qualified person.
- e. In case of absence of any personnel, the Agency shall make immediate alternate arrangements. Proportionate wages will be deducted for absence and an additional penalty of one day's wages will be imposed.
- f. A supervisor of the Agency shall check attendance and functioning at least three times a week and report observations to the AO.

3. Payment of Wages and Statutory Compliances

- a. The Agency shall pay all deployed personnel wages in accordance with the Minimum Wages notifications issued half-yearly by the Labour Department, Government of Andhra Pradesh (in April and October each year).
- b. The Agency shall be solely responsible for compliance with all applicable labour laws including the Minimum Wages Act, the Contract Labour (Regulation and Abolition) Act, the EPF Act 1952, the ESI Act, and other applicable statutes.
- c. The Agency shall contribute regularly towards EPF and ESI on behalf of all deployed personnel and submit receipts/acknowledgements to the AO along with the monthly invoice.
- d. GST at the applicable rate shall be levied on the service charges component of the monthly invoice.
- e. No works contract tax shall be applicable.

4. Monthly Invoice and Payment

- a. The Agency shall submit its monthly invoice by the 5th of each month to the AO with full details of services delivered, number of personnel deployed, EPF/ESI receipts, and GST details.
- b. Payment shall be made by APSACCS by the 10th of the month, subject to deductions for penalties, shortfalls, etc.
- c. Additional personnel required for events and emergencies shall be supplied on the same terms and conditions.

5. Penalties

- a. Proportionate cut shall be imposed for non-deployment of required personnel or non-attendance to specified works.
- b. Persistent failure to meet quality standards or attendance requirements shall lead to imposition of fines.
- c. Recurrence of such defaults may lead to termination of the contract and forfeiture of the Performance Guarantee.

6. Performance Guarantee

- a. The Agency shall furnish a Performance Guarantee equivalent to two (2) months' monthly bill amount by way of Demand Draft from a scheduled commercial bank.
- b. If invoked, the Agency shall replenish the guarantee within 7 days of intimation.

7. Worker Welfare and Conduct

- a. The Agency shall provide Uniform, ID cards, safety wear (gloves, masks, shoes, etc.) to all deployed workers at its own cost.
- b. The Agency shall ensure that workers are conversant in Telugu/English and are properly trained.
- c. Workers shall be medically fit with no physical disability. Bio-data and antecedent verification shall be completed before deployment.
- d. The Agency shall not allow its workers to participate in trade union activities on the premises of APSACCS.
- e. For Security personnel, ex-servicemen shall be given preference.

8. APSACCS Obligations

- a. APSACCS shall provide water and electricity required for housekeeping and sanitation work free of cost.
- b. APSACCS shall provide necessary facility for storing the materials of the Agency free of cost during the contract period.
- c. APSACCS shall make regular payment of monthly invoices as specified.

9. Quality Supervision

- a. The housekeeping and security work shall be inspected by authorised officers of APSACCS from time to time. The Agency shall carry out suggestions/instructions given by APSACCS for improving quality.
- b. If the performance is found to be unsatisfactory, suitable penalty shall be imposed by the CEO/AO and the amount recovered from the Agency's bill.

10. Indemnification

The Agency shall indemnify APSACCS and its officers for any loss or legal action by third parties arising from acts of the deployed personnel.

11. Force Majeure

If either Party suffers delay due to Force Majeure events such as acts of God, war, flood, earthquakes, strikes, lockouts, epidemics, riots, etc., the agreed timelines shall be extended by the period of such delay. The affected party shall notify the other party within 7 days of

occurrence. If FM conditions continue beyond 30 days, parties shall mutually decide on the future course.

12. Defaults and Termination

- a. Non-performance of obligations by either party shall be a default. An advance notice of 60 days shall be given specifying the default.
- b. If the default is not rectified within the notice period, the Contract shall stand terminated.
- c. Either Party may terminate the Contract for convenience with 60 days' advance notice without liability to pay compensation.
- d. If contract is terminated due to Agency's default, the Performance Guarantee shall be forfeited.

13. Preservation of Peace

The Agency shall take all reasonable precautions to prevent riotous or unlawful behaviour by its workers. All costs arising from any such incidents shall be borne by the Agency.

14. Subletting

The Agency shall not sub-contract or assign, in whole or in part, its rights and/or obligations under this Contract to any other party.

15. Applicable Law & Jurisdiction

This Contract shall be governed by the laws of India. Any disputes shall first be resolved through mutual negotiations. Courts at the jurisdictional location of the respective Shilparamam shall have jurisdiction.

16. Modifications

No modification or amendment of the Contract shall be made except by a written amendment signed by both Parties.

DISCLAIMER

The Society reserves the right to cancel, modify, or withdraw this Tender at any stage without assigning any reason and without incurring any liability to any bidder or any other party.

APPENDIX – 1

FORMAT OF COVERING LETTER

(To be submitted on the Bidder's letterhead with seal)

Date: _____

To

The Chief Executive Officer,

The Andhra Pradesh Shilparamam Arts, Crafts & Cultural Society (APSACCS),

Andhra Pradesh.

Sir,

Sub: Tender for Appointment of Agency for Supply of Housekeeping and Security Personnel/Manpower at Shilparamams across the State – Submission of Bid.

Ref: Your Tender Notice No. APSACCS/HK&SEC/_____/2026 dated _____.

1. We are submitting our Tender in response to the above Tender Notice. We have read and understood the Tender Document and undertake to abide by the same.
2. Our Tender is for all the Shilparamams:
3. We have paid the Tender Document Fee vide DD No. _____ dated _____ for Rs. 5,000/- issued by _____, _____ Branch.
4. We are also submitting the Bid Security (EMD) vide DD No. _____ dated _____ for Rs. 1,00,000/- issued by _____, _____ Branch.
5. Copies of the following documents are enclosed:
 - Income Tax PAN
 - GST Registration Certificate
 - EPF Registration Certificate
 - ESI Registration Certificate
 - Contract Labour Licence under the CLRA Act 1970
 - Private Security Agency Licence under PSARA 2005 (for Security component)
 - Audited Financial Statements for the preceding 3 years
 - IT Returns Acknowledgements for the preceding 3 years
 - Annual Turnover certificate issued by Chartered Accountant Auditor
 - Experience Certificates
6. The Tender Document, each page duly signed by the Authorised Person, is also submitted herewith.

Yours faithfully,

Signature of Authorised Person: _____

Name: _____

Designation: _____

APPENDIX – 2

FORMAT OF TECHNICAL BID

PART I – Basic Information of Bidder

1.	Name of the Bidder	
2.	Legal Entity (Company / Firm / LLP)	
3.	Year of Establishment	
4.	Registered Office Address	
5.	Contact Person Name & Designation	
6.	Mobile No.	
7.	E-mail	
8.	Authorised Signatory Name & Designation	
9.	No. of employees on rolls	

PART II – Experience Details

Details of Past Experience (Each contract with 10 or more personnel will be considered):

S. N o.	Name & Address of Client	Type of Service (HK / Security)	Period (From – To)	No. of Personnel	Contract Value
1					
2					
3					
4					

Attach experience certificate issued by each client.

PART III – Annual Financial Turnover

Financial Year	Turnover from HK/Security Services (Rs.)
2022-23	
2023-24	
2024-25	

Attach: 1. Audited Annual Accounts 2. Certificate from Auditor 3. IT Returns Acknowledgements

APPENDIX – 3

FORMAT OF COMMERCIAL BID

We offer to provide Housekeeping/ Man power and/or Security services as specified in the Tender Document at the following rates:

For Housekeeping Services/Man power at Shilparamam: _____

Unit name	Details
All Shilparamams/ Kakinada, Visakhapatnam, Tirupati, Pulivendula, Guntur, Kadapa, Puttaparthi, Vizianagaram, Ananthapuramu.	
We shall pay all deployed personnel wages in accordance with the Minimum Wages notifications issued half-yearly by the Labour Department, Government of Andhra Pradesh (in April and October each year)..	
Service Charges / Commission of Agency (%)	_____ % (in words: _____)

For Security Services at Shilparamam: _____

Item	Details
All Shilparamams/ Kakinada, Visakhapatnam, Tirupati, Pulivendula, Guntur, Kadapa, Puttaparthi, Vizianagaram, Ananthapuramu.	
We shall pay all deployed personnel wages in accordance with the Minimum Wages notifications issued half-yearly by the Labour Department, Government of Andhra Pradesh (in April and October each year)..	
Service Charges / Commission of Agency (%)	_____ % (in words: _____)

Signature of Authorised Person: _____

Name: _____ Designation: _____ Seal: _____

APPENDIX – 4

FORMAT OF CONTRACT AGREEMENT

(To be executed on Rs. 100/- Non-Judicial Stamp Paper)

This Contract Agreement is entered into on this ____ day of _____ 2026____ at _____ by and between:

The Andhra Pradesh Shilparamam Arts, Crafts & Cultural Society (APSACCS), a Society registered under the Andhra Pradesh Societies Registration Act, having its office at _____, represented by its Chief Executive Officer, Sri/Smt. _____, hereinafter called the 'APSACCS', of the First Part,

AND

M/s _____, a Company / Limited Liability Partnership / Partnership Firm registered under _____ Act, having its office at _____, represented by its Authorised Person _____, Designation _____, hereinafter called the 'Agency', of the Second Part.

The expressions 'APSACCS' and 'Agency' are collectively referred to as 'the Parties' and severally as 'the Party'.

WHEREAS the First Party invited Tenders through public advertisement for appointment of an agency for supply of Semi-Skilled/Unskilled Housekeeping Personnel and Security Personnel at Shilparamam Parks on contract basis for a period of two years and the Second Party is the successful Bidder selected after due evaluation of Bids received, and the Letter of Award No. _____ dated _____ has been issued and accepted by the Second Party.

Both the Parties have now agreed to enter into this Contract on the following terms and conditions:

1. The following documents shall form part of this Contract Agreement:
 - Conditions of Contract as contained in Section 7 of the Tender Document.
 - Letter of Award as accepted by the Agency.
 - Tender Document as issued.
 - Tender Document as submitted by the Agency.
2. The contract period shall be two years commencing from the date of commencement of services as specified in the Letter of Award, unless terminated earlier.
3. The Service Charges payable monthly shall be at ____% of the total wages payable to the deployed personnel as detailed in the Conditions of Contract.
4. Wages shall be paid in accordance with the half-yearly Minimum Wages notifications issued by the Labour Department, Government of Andhra Pradesh.

5. The Agency has furnished a Performance Guarantee vide Bank Guarantee No. _____ dated _____ issued by _____ Bank, _____ Branch for Rs. _____ valid for 27 months.
6. All other terms and conditions shall be as specified in the Conditions of Contract forming Section 7 of the Tender Document.

IN WITNESS WHEREOF the Parties have executed and delivered this Agreement by their duly authorised representatives on the date first above written.

For and on behalf of APSACCS	For and on behalf of Agency
Chief Executive Officer, APSACCS	Authorised Signatory Name: Designation: Seal

Witnesses:

Witness 1	Witness 2
Signature: _____ Name: _____ Address: _____	Signature: _____ Name: _____ Address: _____