

TENDER DOCUMENT FOR HOUSE KEEPING SERVICES AT BHAGWAN MAHAVEER CANCER HOSPITAL & RESEARCH CENTRE, JAWAHARLAL NEHRU MARG, JAIPUR.

Tender No.	: 2022-23 /02
Name of Work	:HOUSE KEEPING MANPOWER
Estimated Cost (Rs)	: Approx. 100.00 lacs per annum.
Cost of Tender Document (Rs.)	:Rs. 1000/-
Earnest Money Deposit (Rs.)	:Rs. 1,00,000/- (Rs. One Lac Only)

The tender document can be obtained in person from the Chief Cashier of the BMCHRC, on all working days between 10.00 am to 4.00 pm hrs. **The last date for sale of tender is 05th April 2022.** The BMCHRC is not responsible for any postal delay.

The Administrator or a person authorized by his may be contacted between 10.00 am and 4.00 pm on any working day for further clarifications if any. Any one who desires to tender is advised to visit the BMCHRC premises and ascertain the nature and quantum of work before tendering.

The Tender/bid should be submitted in the prescribed Performa as given in the Annexure of Tender Document. EMD to be submitted in the form of demand draft/bankers cheque payable at JAIPUR, drawn in favour of Bhagwan Mahaveer Cancer Hospital & Research Centre. EMD in any other form is not acceptable. **Please note that tender received without EMD will be summarily rejected.**

The tenders are to be submitted in two parts in sealed envelopes superscribing the name of the work clearly so as to reach **on or before 05th April 2022 at 1.00 pm** to the undersigned and the same will be opened at 3.00.

Late and delayed tenders will not be opened and summarily rejected.

TENDER AGREEMENT

Date: _____

To,
The Administrator
Bhagwan Mahaveer Cancer Hospital & Research Centre
Jawahar Lal Nehru Marg,
JAIPUR

Tender Ref. No. **_2022-23 /02**

Name of Work: Annual manpower Supply for House Keeping works at Bhagwan Mahaveer Cancer Hospital & Research Centre.

Sir,

I/We understand the nature and quantum of work to be carried out and read the various conditions to tender including general conditions and hereby agree to abide by the said terms and conditions.

The rate quoted is firm and I/we will execute the work as per the rates quoted in the attached schedule and hereby bind myself/ourselves to carry out the work during the entire contract period as per the letter of acceptance of the tender/contract. I/We also hereby agree to abide by the rules and regulations of the BMCHRC, general conditions of the contract as amended from time to time and to carry out the work according to the drawings, specifications and special conditions of the contract laid down by BMCHRC.

A sum of Rs. 1,00,000/= (Rs. One Lac Only) is hereby forwarded as Earnest Money in the form of Demand Draft/ Bankers Cheque in favour of Bhagwan Mahaveer Cancer Hospital & Research Centre. The full value of the Earnest Money shall stand forfeited without prejudice to any other right to remedies if I/We do not execute the contract documents immediately after getting information from BMCHRC.

The tender shall constitute a binding contract between us subject to modifications, as may be mutually agreed between us and indicated in the letter of acceptance of my/our offer for this work.

Signature of Tenderer(s) with Stamp, Address:

Tender No.: **2022-23-02**

Name of work: HOUSE KEEPING MANPOWER

INSTRUCTION TO TENDERERS

Tender should be submitted in two parts. Part I should consist of all the technical details including their previous experience, nature of work to be carried out, copies of provident fund & ESIC Requisition certification number of trained manpower to be provided for each work etc and other commercial points. Part II should contain only the charges (price). Signed and sealed Part I and Part II should be kept in separate sealed covers. The covers should be super scribed as "Tender for manpower supply at BMCHRC campus, its Annexes Buildings 'Technical Bid' and 'Price Bid'.

EMD should be kept in a separate sealed cover super-scribed as "EMD"

Submission of EMD of Rs. 1,00,000/- (Rs. One Lac Only) is a must and should be submitted along with the tender. The EMD is to be furnished only in the form of DD/Banker's cheque in favour of Bhagwan Mahaveer Cancer Hospital & Research Centre, payable at JAIPUR. EMD in any other form including cheque/ Banker's Guarantee etc. will not be accepted as valid EMD. In respect of the successful bidder, this EMD will be adjusted as part of security deposit. EMD submitted by other bidders will be returned after finalization of the contract. Tenders received without valid EMD will be summarily rejected.

For due performance of his/their obligations under the contract, during the validity, the successful tenderers shall have to deposit 10% of the contract value as Security Deposit which will be free of interest, immediately after commencement of the contract.

The security deposit will be forfeited in case of breach of contract. After successful completion of the contract, the security deposit will be refunded after adjusting dues if any.

The tenderer should read the 'General Terms and Conditions' as annexed hereto and give their acceptance at the end.

The tender should be clearly filled and signed in ink legibly or type written giving full address of the tenderer. The tenderer should quote in figures as well as in words the amount tendered by him. Alteration if any, unless legibly attested by the tenderer with his full signature shall invalidate the tender. The tender should be duly signed by the authorized persons. In case there is any difference in the amount between figures and words, the amount indicated in words will be treated as the valid offer.

The tenderer should ensure that the amounts are written in such a way that interpolation is not possible. No blank space should be left.

Failure to fulfill any of the conditions given above shall render the tender liable for rejection.

The Bhagwan Mahaveer Cancer Hospital & Research Centre is not bind to accept the lowest or any tender and reserves to itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

PART –I (TECHNICAL DETAILS)

Technical Details should be provided which should inter alia contain the following:

The tenderer should be a registered contractor having a valid license under The Contract Labour Act and provident fund a MPACT 1952, ESIC and should furnish the proof of his experience of providing sanitation/ housekeeping service in Government/Private Organisations /Public Sector Undertakings/ any large hospital or any other similar organization of repute.

- PAN details of the firm have to be indicated along with a certified copy.
- An affidavit duly certified by a Notary that the Partners of the firm or sole proprietor or Company as the case may be, has never been black listed or changed the name of the firm. The persons deployed for work should not be involved in any police case nor any case should be pending against them. Police verification certificate for the persons deployed for work to be submitted.
- An affidavit duly certified by a Notary that there is no police case/vigilance enquiry pending against the Partners of the firm or sole proprietor or Company as the case may be, and that he has never been punished by any Hon'ble Court.
- Names/address of two persons who can vouch for the credentials of the contractor and stand surety.
- The entire tender document should be duly signed & sealed by the tenderer.
- **The tenderer shall submit the information sought as part of Technical bid along with the General Terms & conditions (duly signed) of Work for the Year [2022-2023].**