

मूल्य बोली
PRICE – BID

e-TENDER FOR
“PROVIDING HOUSEKEEPING SERVICES IN NIPHM CAMPUS”,
RAJENDRANAGAR, HYDERABAD – 500 030

NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT (NIPHM)
(An Organization of Ministry of Agriculture & Farmers Welfare, Govt. of India)
Rajendranagar, Hyderabad – 500 030.
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OTHER IMPORTANT TERMS AND CONDITIONS

1. **CONTRACTOR SHOULD PAY MINIMUM WAGES AS PER CENTRAL MINIMUM WAGES REVISED FROM TIME TO TIME FOR MANPOWER. THE AGENCY HAS TO MENTION THE NO OF HOUSEKEEPING PERSONS THAT WILL BE DEPLOYED AT NIPHM AND QUOTE FOR THE SERVICE CHARGES PER PERSON PER MONTH IN THE PART-I OF THE PRICE SCHEDULE**
2. **The agency should also quote the rates for consumables and Laundry charges separately in PART-II of the price schedule.**
3. **The L1 will be arrived based on the comparison of Grand Total of PART-III of the price schedule**
4. **In case of two or more bidders are evaluated as L-1 then the bidder having the highest turnover during financial year 2016-17 shall be awarded the contract**
5. **The bidders should ensure to fill all the parts of the price schedule. Incomplete price schedule/price bid shall be rejected.**
6. The Agency will be responsible for proper maintenance and safety of all furniture & fixtures, materials, goods, electronic items, stocks, books, periodicals, vehicles lying in NIPHM premises. The cost of missing items / shortages of stocks / materials etc. will be deducted from the monthly payments / any other sums / deposit due to the Agency.
7. The contractor/agency shall maintain attendance register for the workers provided by them, which will be checked/ verified by the employer before releasing monthly payments.
8. The contractor/agency should produce the proof of remittance of ESI, EPF and other deposits as required for the workers engaged by him/agency along with monthly bill for considering the release of payments from NIPHM.
9. **Latest wages as per the Minimum Wages Act of the Central Government, including all statutory benefits, will prevail.**
10. Any revision of wages by the Central Government during the period of contract will be considered by the Institute after submission of such documents by the agency and after due verification of the Circular / Office Memorandum issued by Central Government Labour Commissioner's office from time to time.

11. The contractors / agencies should offer their prices in the respective price schedule.
12. It shall be the Agency's responsibility to take protective measures to protect the property and persons, and prevent accidents during the contract period. He shall indemnify NIPHM against all claims of damage or injury to any person or persons or property resulting from and in the course of execution of this contract. The Agency shall keep NIPHM indemnified against all the claims and liabilities.
13. NIPHM reserves the right to reduce or increase the manpower for housekeeping, if considered necessary. In either case the contract amount payable to the Agency shall stand modified under the Contract considering the actual quantum of manpower and with prevailing service charges only.
14. In case, any personnel of the Agency are implicated in any law suit or injured by any person or group of persons, agitating mob etc. during the course of performing duties for NIPHM, it shall be the sole responsibility of the Agency to defend its personnel in the court of law or to extend all medical and financial help etc. without charging any cost to NIPHM.
15. In case it is found that any theft, pilferage, loss or damage has occurred to the person, property or premises of the NIPHM due to negligence of personnel in performing his/her duty and/or absence from the place of duty and / or not providing substitute by the Agency or any other reason, the cost of all such losses or damages, as assessed by NIPHM, shall be recovered from the Agency's monthly bill or from its Security Deposit.
16. In the event of any accident and / or injury, in respect of which compensation may become payable under the Workman's Compensation Act-VIII of 1923, including all amendments there of, Authorized officer of NIPHM shall have full powers to retain out of any sums payable/becoming payable to the Agency, any sum as may be deemed sufficient to meet such liability on receipt of award of compensation from the competent authority under the said act, and the same shall be adjusted from this amount. Any shortfall shall be recovered and any excesses shall be refunded. The opinion of the Authorized officer of NIPHM shall be final in regard to all matters arising under this clause.
17. In the event of any person deployed by the agency being on leave/absent, the agency shall ensure suitable alternative arrangement to make up for such absence. To meet such eventualities the agency shall make provision for leave reserve.
18. If the performance of the Agency is found poor and despite instructions, they fail to improve the same, NIPHM shall recover any amount towards penalty or losses as decided by the authorized officer and to terminate the contract without any notice. The Agency shall not be entitled for compensation to any loss, which he may incur in this regard.

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PRICE SCHEDULE

Name of Services: Providing Housekeeping Services at NIPHM Campus, Rajendranagar, Hyderabad – 30

PART-I

Sl. No	Description of Item	Total Manpower required as per area mentioned in the tender document	Service charges per person per month including tax	Total charges per month including tax
1.	Providing Housekeeping Services at NIPHM Campus			

PART-II

Sl. No	Description of Item	Charges per month including tax
1.	Consumables as per Annexure-I	
2.	Laundry charges Cost of washing, pressing and dry cleaning of bed linen, towels, woolen blankets etc.	

PART-III

Sl. No	Particulars	Total charges per month
1.	Total charges (PART-I + PART-II)	
2.	Grand Total	

- All the columns shall be clearly filled in ink legibly or typed. The tenderer should quote the number, rates and amount tendered by him/them in figures and as well as in words. Alterations, if any, unless legibly attested by the tenderer shall disqualify the tender. The tenderer shall take care that the rate and amount may be written in such a way that interpolation is not possible. No blanks should be left which would be otherwise made the tender liable for rejection

Note: Bidders should quote for all the three items of the price schedule. Failure to quote for all items by any bidder leads to rejection of his bid by NIPHM.

LIST OF CONSUMABLE FURNISHED BELOW REQUIRED TO BE SUPPLIED
THROUGHOUT HOUSEKEEPING SERVICE CONTRACT PERIOD AT NIPHM

Sl. No.	Name of item	Brand	Estimated Reqd QTY per month	Estimated unit cost	Total Estimated amount
1	Toilet cleaner (liquid) 500ml)	Harpic	60 Ltrs		
2	Sanitary cubes (homocols 400gm)	Freshon	25 Boxes		
3	Air fresheners	Odonil	95 Nos.		
4	Hand Wash (liquid) (Lrs)	Dettol/Lifebuoy	30 Ltrs		
5	Soft Brooms	Good quality	20 Nos.		
6	Hard Brooms	Good quality	40 Nos.		
7	Hard Brush	Good quality	6 Nos.		
8	Long Brush	Good quality	6 Nos.		
9	Plumbing Pump	Good quality	6 Nos.		
10	Duster cloth (white)	Good quality	30 Nos.		
11	Yellow Cloth	Good quality	30 Nos.		
12	Check Dusters	Good quality	26 Nos.		
13	Room Spray	Airquick	20 Nos.		
14	Mop rods	Good quality	15 Nos.		
15	Mop Refills	Good quality	15 Nos.		
16	Mops - Dry with rod	Good quality	10 Nos.		
17	Brass metal Cleaner(liquid)	Brasso	6 Nos.		
18	Scrubber (Green)	Good quality	23 Nos.		
19	Nylon Scrubber	Good quality	19 Nos.		
20	Dust Pans (Plastic)	Good quality	10 Nos.		
21	Steel Wool	Good quality	6 Nos.		
22	Naphthalene Balls (multi color) (1 Kg pkt)	Good quality	5 Kgs		
23	Tissue Rolls	Good quality	30 Nos.		
24	Mosquito killer spray	Hit	7 Nos.		
25	Garbage Covers (Big) (Pk/100)	Good quality	3 Pkts		
26	Garbage Covers (Medium) (PK/100)	Good quality	3 Pkts		
27	Garbage Covers (Small) (PK/100)	Good quality	3 Pkts		

28	Rose Water (Ltrs)	Good quality	15 Ltrs		
29	Yellow sponge	Good quality	6 Nos.		
30	Soap Oil (Liquid)(Ltrs)	Good quality	100 Nos.		
31	Detergent Soaps	Rin/Surf Excel	8 Nos.		
32	Glass Cleaner(liquid)	Colin	15 Nos.		
33	Toilet soap 200 gms	Santoor/Dove	15 Nos.		
34	Toilet soap 75 Grams	Medimix	15 Nos.		
35	Mosquito repellent refills with machines	Allout/Goodnight	50 Nos.		
36	Phenyl(liquid)	Good quality	100 Ltrs		
37	Acid (liquid)	Good quality	50 Ltr		
38	Cobwebs removing sticks	Good quality	9 Nos.		
39	Tooth paste (small)	Branded	10 Nos.		
40	Tooth Brush	Branded	10 Nos.		
41	Shampoo (small)	Branded	10 Nos.		
42	Coconut oil (small) (liquid)	Branded	5 Nos.		
			Grand Total		

I am willing to supply above-mentioned branded/good quality consumables required during the housekeeping service contract, as per scope of work and other terms and conditions of the contract.

Signature of the proprietor/authorized signatory