

8th floor, Pt. Deendayal
'Antyodaya Bhawan'
CGO Complex, Lodhi Road
New Delhi-110003
Dated 27th January, 2017

TENDER NOTICE

Subject: Notice Inviting Tender (NIT) for outsourcing Laundry service in the Ministry


The Ministry of Drinking Water and Sanitation invites sealed quotations for Laundry service in the Ministry of Drinking Water and Sanitation at Pt. Deendayal 'Antyodaya Bhawan', CGO Complex, and office of the MOS (I/C) for DWS at Krishi Bhawan, New Delhi.

Sl.No.	Items Name	Qty
1.	Washing of office towels, car seat cover, bed sheets, chair and sofa cover and dry cleaning of chairs, sofa sets, curtains etc.	As per requirement of the Ministry

2. Bidders interested in laundry service in the Ministry, may submit their rates (including all expenses like collection and delivery charges etc.) as per list given in **Annexure-II** in a sealed cover addressed to Under Secretary(Genl.), Ministry of Drinking Water and Sanitation at 8th Floor, Pt. Deendayal 'Antyodaya Bhawan', CGO Complex, Lodhi Road, New Delhi. The quotation should reach this Ministry latest by **3:00 PM on 13th February, 2017**. The quotations received in time will be opened at **3:30 PM on the same day (13/02/2017)**. The cover should be prominently superscribed with the words **"QUOTATION FOR LAUNDRY SERVICE IN MDWS"**.

3. Details of terms and conditions relating to the award of Contract are given in the **Annexure -I**.

4. Tender Document is also available on the website (www.mdws.gov.in) of the Ministry as well as CPP Portal.


(Subrata Sanyal)
Under Secretary to the Govt. of India
Tel. No. 24368611

To

- ✓ 1. The Technical Director (NIC) for hosting on the Ministry's web site.
2. CPP Portal.

एस० सान्याल / S. SANYAL
भारत सरकार के अवर सचिव / Under Secretary to Govt. of India
पेय पानी एवं स्वच्छता मंत्रालय
Ministry of Drinking Water & Sanitation
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

TERMS & CONDITIONS:

1. Scope of work: Washing of office towels, car seat covers, bed sheets, pillow, chair and sofa cover etc. and dry cleaning of chair, sofa, curtains etc. in the Ministry at Pt. Deendayal 'Antyodaya Bhawan', CGO Complex, and office of the MOS (I/C) for DWS at Krishi Bhawan, New Delhi. New Delhi.

2. Eligibility conditions: Bidders who have an experience of at least 2 years or more in this field will be given weightage. List of Customer along with the details of contact person, Tel. Nos Fax, and complete address may be given. Copy of Voter/PAN Card/Aadhar Card along with address proof should be attached with the tender.

3. Earnest Money Deposit (EMD) : The bidder shall furnish an amount of Earnest Money of Rs.2,000 (Rupees Two Thousand only) by way of Demand Draft drawn in favour of "DDO, Ministry of Drinking Water and Sanitation" payable at New Delhi. The bid security of the unsuccessful bidder will be discharged /returned subsequent to the award of Contract.

4. Submission of Tenders:

(i) The quotation indicating rate for entire work to be given (including all expenses like collection and delivery charges etc.)

(ii) The rates should be mentioned in figures as well as in words exclusive of taxes and levies.

(iii) The quotation along with an envelope containing EMD is to be kept in a big sealed envelope.

(v) The sealed envelope containing all bids must be delivered to the Under Secretary (Gen.), Ministry of Drinking Water and Sanitation at 8th floor, Pt. Deendayal 'Antyodaya Bhawan', CGO Complex, Lodhi Road, New Delhi on 13th February, 2017 at 1500 Hours.

(vi) The bids shall be opened on same day at 1530 Hrs. in the presence of authorized representatives of bidders.

(vii) Late/delayed tenders due to any reason, whatsoever will not be accepted/ considered, at all, under any circumstances.

5. Performance Security:

(i) The successful bidder shall be required to deposit an amount of Rs. 5000/- (Rupees Five Thousand only) within 15 days of issue of letter of intent, as Performance Security.

(ii) Performance security shall be submitted in the form of Demand Draft/Bankers' Cheque/Bank Guarantee drawn in favour of DDO, Ministry of Drinking Water and Sanitation" payable at New Delhi and shall be valid for at least 60 days beyond the date on which the contract is to terminate.

(iii) If the contractor fails or neglects any of his obligations under the contract, Ministry of Drinking Water and Sanitation reserve the right to forfeit either whole or any part of Performance security furnished by the bidder as penalty for such failure.

6. Payment: Payment to the successful bidder shall be released monthly after satisfactory works/services of the bidder.

7. Validity of Tender: Rates quoted by the Firm shall remain valid for a period of 90 days or more.

एस. सान्याल / S. SANYAL
 भारत सरकार के केंद्रीय मंत्रालय
 पेयजल एवं स्वच्छता मंत्रालय
 Ministry of Drinking Water & Sanitation
 Government of India, New Delhi

ANNEXURE - II

Amount of Earnest Money	Rs.
Particulars of Demand Draft	No.
	Date
	Bank
	Branch
Name of the Bidder	
Address*	
# Telephone and FAX No.	
# E-mail id	

1. I/we declare that I/ my representative have visited the Ministry of Drinking Water & Sanitation and understood the kind of works. My / our lowest offer for laundry service including all the charges (supply of items, labour charges etc) of the items given below:

Sl. No.	Items	Rate (Rs.)
1.	Hand towel	
2.	Office towel	
3.	Car seat cover full (8 pieces)	
4.	Car towel full (4 pieces)	
5.	Curtain/blind per peace	
6.	1 bed cover + 3 pillow cover	
7.	Chair cover	
8.	Sofa cover	
9.	Dry cleaning of Chair	
10.	Dry cleaning of Sofa per seat	
	Total	

A. Tender price for all items are Rs..... (Rupees.....)

2. I/ we have very carefully read the terms and conditions of the offer, particularly, regarding earnest money, and agree to abide by these in letter and spirit. The decision of the Under Secretary to the Govt. of India, M/o Drinking Water & Sanitation, on any dispute arising out of the offer shall be bidding on me /us.

3. I/we agree to the forfeiture of the earnest money if I /we fail to comply with all or any of terms and conditions in whole or in part as laid down in the tender notice which would constitute and have force of a contract between me /us and the M/o Drinking Water & Sanitation, if I / we am / are declared a successful bidder.

Place: _____

Signature: _____

Date: _____

एसो सान्याल / S. SANYAL Name: _____
 भारत सरकार के अवर सचिव / Under Secretary to Govt. of India
 पेयजल एवं स्वच्छता विभाग / Ministry of Drinking Water & Sanitation
 भारत सरकार / Govt. of India