

D-16012/13/2015-General
Government of India
Ministry of Drinking Water & Sanitation

8th floor, Pt. Deendayal Antyodaya Bhawan
CGO Complex, Lodhi Road
New Delhi- 110003

Dated: - August 24, 2017

Tender Notice

Subject: Notice inviting tender (NIT) for outsourcing Laundry service in the Ministry.


The Ministry of Drinking Water & Sanitation invites sealed quotations for laundry service in the Ministry of Drinking Water & Sanitation at Pt. Deendayal Antyodaya Bhawan and Block No. 11 in CGO Complex, Lodhi Road, New Delhi and Office of MOS (DWS) at Krishi Bhawan New Delhi of the following items :

S. No.	Washing	Qty.
1	Office towels	As per requirement of Ministry
2	car seat covers	
3	bed sheets	
4	chairs and sofa covers	
	Dry cleaning	
1	chairs,	
2	curtains	
3	sofa sets	

2. Bidders interested in laundry service in the Ministry, may submit their rates per unit (including all expenses like collection and delivery charges etc.) as per list given in Annexure-II in a sealed cover addressed to Under Secretary (General), Ministry of Drinking Water & Sanitation at Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi. The quotation should reach this Ministry latest by 3:00PM on 05/09/2017. The quotations received in time will be opened at 03:30PM on the same day (05/09/2017). The time 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 Annexure-I.

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


(S. Sanyal)
Under Secretary to the Govt. of India
Tel: 24368611

Copy to:

1. Technical Director (NIC) for hosting on the Ministry Website
2. CPP Portal.

Terms and Conditions

1. Scope of Work: Washing of office towels, car seat covers/ towel, bed sheets, pillow cover, chair and sofa cover etc. and dry cleaning of chair, sofa, curtains etc. in the Ministry at Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi and Office of MOS (DWS) at Krishi Bhawan New Delhi.
2. Eligibility Conditions: Bidders who have an experience of at least 2 years or more in the 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 ID Card / 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 "PAO Ministry of Drinking Water & 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 Tender:
 - (i) The quotation indicating for entire work to be given (including all expenses like collection and delivery charges etc.)
 - (ii) The rates should be mentioned in figure as well as in word exclusive of taxes and levies.
 - (iii) The quotation along with an envelope containing EMD is to be kept in a big sealed envelope.
 - (iv) The sealed envelope containing all bids must delivered to the Under Secretary (General), Ministry of Drinking Water & Sanitation at Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi on 05/09/2017 at 1500 hrs.
 - (v) The bids shall be opened on same day at 1530 hrs in the presence of authorised representative of bidders.
 - (vi) 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 of Rs. 5,000/- (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 "PAO Ministry of Drinking Water & 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 the obligations under the contract, Ministry of Drinking Water & 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 90days or more.
8. **L1 bidder will be selected on the basis of bundled price.**


28/8/17

Annexure-II

Amount of Earnest Money	Rs.
Particular of Demand Draft	No.
	Date
	Bank Name
	Branch Name
Name of Bidder	
Address	
# Telephone No. and FAX No.	
# Email 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:

S. No.	Washing	Rate (Rs.) per unit
1.	Hand towel	
2.	Office towel	
3.	Car seat cover complete set (8 pieces)	
4.	Car towel full size (4 pieces)	
5.	Curtain / blind per piece	
6.	1 bed cover + 3 pillow cover	
7.	Chair cover	
8.	Sofa cover	
Dry Cleaning		
9.	Chair	
10.	sofa per seat	
11.	Curtain per piece	
	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: _____

Name: _____