

गुरु घासीदास विश्वविद्यालय
बिलासपुर (छ.ग.)
(केंद्रीय विश्वविद्यालय)
कोनी, बिलासपुर-495009 (छ.ग.)
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GURU GHASIDAS VISHWAVIDYALAYA
BILASPUR (C.G.)
(A Central University)
Koni, Bilaspur-495009 (C.G.)
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E-Tender for Housekeeping Services

Reference Number	03/Housekeeping Services/GGV/STORE/2024
Name of Work	"Housekeeping Services" At Guru Ghasidas Vishwavidyalaya Campus, Bilaspur. (C.G.)
Tender Fees (Non-Refundable)	Rs. 5,000/- (In form of DD)
Earnest Money Deposit	Rs. 3,00,000/- (In form of DD & FDR)
Period of Contract	01 Year (Extendable upto 03 Years)
Tender Documents	Available Online in Both www.new.ggu.ac.in & https://eprocure.gov.in/epublish/app
Last Date of Online Submission of e-Tender	27/08/2024 upto 03:00PM
Pre-Bid Meeting Date	16/08/2024 @ 04:00 P.M.
Technical Bid Opening Date	28/08/2024 at 04:00PM
Financial Bid Opening Date	Financial bid for the qualified bidders will be opened online.

- Note:**
- 1) This is an online Tender, Technical Bid & Financial Bids are to be submitted online only through <https://eprocure.gov.in/epublish/app>
 - 2) *Tender Fees & EMD/EMD Exemption related documents must be submitted in original to the university on or before the last date of submission up to 3.00 PM . However, the scanned copy of the tender fees and EMD/EMD Exemption related document should also be submitted online with the Technical Bid. There will be no exemption from tender fees. If tender fees and EMD is not received on or before 23/08/24 @ 03:00 P.M, The tender will not be opened on online portal.
 - 3) Vendors who have submitted EMD & Tender fee against reference no. 02/Housekeeping Services/GGV/STORE/2024 Dated 16/07/2024 may not pay fee and EMD again. They only need to provide proof of the documents submitted.
 - 4) Tender Documents, Annexure-I, Undertaking, Declaration-I, Declaration-II & all the tables of Annexure-III are to be submitted with remaining documents of technical Bid. (Failing to this may subject to rejection of bid.). All the pages of tender documents must be seal and signed.

E-Tender

For HOUSEKEEPING SERVICES at GGV Campus, Bilaspur,(C.G.)

Sealed tenders are invited online from the reputed and experienced housekeeping agencies/ Organization with Sound Technical and Financial capabilities for the housekeeping services under two Stage (three packets system) for Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.).

Vishwavidyalaya campus is spread over 655 acres (approx.) and campus is having administrative buildings, various educational buildings, library, canteen, residential campus, Vice-Chancellor and Registrar Bungalow, Guest Houses, Girls and Boys Hostels, Health Center, University Auditorium, other buildings to be functional soon, etc. Cleaning of whole University premises is carried out on regular basis. Interested House Keeping Service providers should visit the campus before submitting their proposal/tender. All the Tenderers are advised to contact Assistant Registrar (Administration), GGV, who would coordinate, for visiting the site and inspect the cleaning points and acquainting themselves with the proposed work to be carried out before submission of their tenders. The details of tender document are available on websites www.new.ggu.ac.in and <https://eprocure.gov.in/epublish/app>.

The Tender Processing fees as Tender Fees (DD) in original must reach to the university by registered/speed post/courier service up to 3.00 PM on or before the last date of submission.

Also, the Earnest Money Deposit (EMD) in form of D.D./FDR in original must reach to the university by registered/speed post/courier service up to 3.00 PM on or before the last date of submission. If Tenderer is exempted from submission of EMD then the relevant document as per GoI norms must reach to the university by registered/speed post/courier service up to 3.00 PM on or before the last date of submission.

However, the scanned copy of Tender Fees & EMD or relevant document for exemption from submission of EMD are to be submitted mandatorily online also with technical bid. There will be no exemption from Tender fees.

Tenders are liable to be rejected if any of the conditions contained in tender documents is/are not complied with, including Amendment/ corrigendum (if any), as detailed in the tender documents and uploaded in the <https://eprocure.gov.in/epublish/app> . This is an online Tender, Technical Bid & Financial Bids are to be submitted online only through <https://eprocure.gov.in/epublish/app> .

Incomplete or conditional tender or tenders submitted after the due date would be summarily rejected. University reserves the right to cancel any or all tenders without assigning any reason thereof, in favour of GGV. The other details, Tender document, terms & conditions etc, regarding this e-Tender may be downloaded from the websites: - www.new.ggu.ac.in and <https://eprocure.gov.in/epublish/app> .

कलसचिव/REGISTRAR
Guru Ghasidas Vishwavidyalaya

A. JOB SPECIFICATION AND SCOPE OF WORK:

I. Jobs to be carried out daily

- a. To maintain cleanliness of all rooms/Halls/ laboratories, library, bathrooms, toilets, wash basins, corridors, ramps with machine, etc. of GGV (as per list of building enclosed in annexure “A”).
- b. Daily cleaning/dusting of writing tables, working tables, chairs, telephones, computers office cubicles etc. in all academic and administrative buildings.
- c. Daily cleaning of window panes and doors.
- d. Cleaning of tables/chairs of canteen area.
- e. Lifting, carrying and disposing the dead birds“ animals, rats, insects etc. if found in and around the campus.
- f. Clearing of any choking’s in the drainages, manholes, Khurrahs etc.
- g. Emptying of dustbins from labs, offices, classrooms etc.
- h. The cleaning works has to be completed before 10.30 A.M. daily.
- i. Cleaning of toilets and urinals has to done thrice daily 8 am, 12 noon and 3 pm.
- j. Grass Cutter (2) (1 Petrol & 1 Electric will be used in the garden.)
- k. Tree Cutter (1).
- l. Garbage Collection Vehicle
- m. Vacuum Cleaner
- n. Toilet Cleaning with machine only.
- o. Proper Dress (Apron, Gloves, Shoes, Mask)
- p. The agency will engage women worker for ladies toilets particularly.

II. Jobs to be carried out weekly/ As and when required

- a. Cleaning of ceilings to remove cobwebs etc.
- b. Cleaning of electric fans and light fittings of building.
- c. Cleaning of wall and spider web as per requirement.
- d. Cleaning of Outside are like internal roads, sports grounds etc.
- e. Removing of stains from walls of offices/labs etc.
- f. Cleaning of terrace tops of all buildings of Vishwavidyalaya.

III. Jobs to be carried out fortnight basic/ As and when required

- a. Polishing of brass/ SS items with approved brass/ SS cleaning material.

- b. Cleaning of carpets in rooms by vacuum cleaners without damaging the carpet.
- c. Dusting of false ceiling etc. with soft broom and cloth.
- d. Cleaning of sofa sets/chairs with soap water/ vacuum cleaners.
- e. Washing and cleaning of driveways, parking areas and roads within the office premises.
- f. Lift lobby and all toilets floors and other areas, as may be directed by Officer In-charge, shall be cleaned with floor scrubbing machine.
- g. Floor Shining & polishing on as and when required.

IV. Other scope of work/ As and when required

- a. For shifting (within the building) of tables, chairs, almirahs, display boards, etc. as and when required, the agency has to provide manpower or provide assistance for such shifting.
- b. Disposal of dead animals from Vishwavidyalaya campus whenever required as per norms of Municipal corporation Bilaspur.
- c. Cleaning of drains and sanitary supply lines around the building (residential & educational etc.)
- d. Water tanks and water coolers as and when instructed by the GGV authority.
- e. Cleaning of parking/canteen area gazebos, as and when instructed by the authorities.
- f. Clearing of choked drainage & Sewerage Pipes, man holes, Rain water pipe etc. 7. Fogging for mosquitoes & insects etc. with the proper equipment in GGV campus as and when instructed by the authorities.
- g. Sanitization work with proper equipment in campus and buildings as and when instructed by the GGV authorities.
- h. **Garden Maintenance work.** Cleaning/dressing of all grasses, weeds and Jungle shrubs on roads, gardens, inside & in vicinity of Administrative buildings, Educational departments, Hostels, Canteen, Hospital and Residential areas, VC & Registrar bungalow, auditorium etc.
- i. **Garbage disposal work.** After Cleaning the collection and disposal of waste materials including leaves and other solid waste are to be carried out by firm with proper technique. The waste materials have to be put in the dustbins and the particular place as provided by Municipal corporations/University. For this purpose, the vendor has to provide vehicles like tractor etc. at his/her own expense so that the collected waste materials get

properly disposed-of.

- V. Providing Workforce:** The bidder has to maintain the buildings as required and of quality to ensure workmanship of the degree specified in the job order and to the satisfaction of the Officer-In-Charge.
- VI. Supply of Material & Consumables:** All materials/consumables and other related items required for above operations is to be used by the Agency has to be of ISI marked or in conformity with the specification/makes keeping in view good quality/standard after discussion and finalization with Officer-In-Charge. The firm shall assess the quantity of consumables to be used and supply them in advance and store them at GGV on fortnightly basis. The stores are to be replenished at least 5 days in advance and if fail to do then a penalty as per terms and condition of the contract will be imposed.

B. ELIGIBILITY CRITERIA

1. The agency should have satisfactorily executed in the field of housekeeping services in at least one Govt. Institutions such as University/ Training academy (State / Central Govt. or State/Central govt. Funded), Govt. undertaking PSU and similar kind of organization for the period not less than 3 (Three) years in the last five years with minimum 200 enrolled number of cleaning manpower. Supporting documents in this regard must be attached.
2. The agency must be in a position to provide at least 200 housekeeping and gardening manpower in view of the work covered in scope of work (clause A of this e-Tender document). Documents and details of man power in support of this have to be attached.
3. The agency must have
 - a. ISO 9001:2015 certification
 - b. OHSAS 18001:2007 certification.
4. Average annual financial turnover of the bidder during the last three years ending 31st March 2024 should be at least 200 lakhs. Agency must not have been in to loss in last three financial year. CA certificate of annual turnover with Net Profit for last three years has to be submitted in support of this.
5. The bidder preferably have an office in Chhattisgarh for housekeeping services. Lease or agreement document copy must be provided for this

Or

Bidder have to open an office in Chhattisgarh preferably in Bilaspur within one month of work

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order and bidder has to submit an affidavit on this context with the technical bid.

6. The income tax return for last three financial years and audited balance sheets for last three consecutive years certified by CA.
7. The agency should have a valid
 - a) Labor License
 - b) Trade License
 - c) PAN Card
 - d) Valid GST Registration
 - e) Valid Registration under ESI.
 - f) Valid Registration under EPF.
8. The agency should have solvency certificate of minimum amount of 40,00,000/- (forty lack only) lacs.
9. Agency should have established record/practice of making timely payment on monthly basis, to their employees/labours/workers in due time, the wages & other perks etc as per agreement & prevailing law. There should be no complaint by any employee(s)/ hired person of the agency/firm to the serving organization or any court of law that the agency/firm failed to make the timely payment of wages etc. to them by the agency/firm. The Firm has to submit an affidavit in this regard as per declaration on non- judiciary stamp of Rs.100/- (Hundred Rupees only).
10. The following undertaking is to be submitted by the bidder on his company's letter head:

“The physical EMD shall be deposited by me / us with the Authority inviting the tender, in case I / we become the lowest tenderer, within a week of the opening of financial bid, otherwise, department may reject the tender and also take action to debar me / us from tendering in any form in GGV, Bilaspur”
11. The Firm/agency must not have been discontinued by the hiring institution/organization from any contract during the active period of agreement in the previous organization due to any reasons where the vender has provided/has been providing the similar services. Firm has to submit an affidavit regarding this as per given declaration in Bid, otherwise the Firm/agency will be disqualified from Bid.
12. Agency/Firm must submit the work satisfactory& completion report issued by the hiring Institute/Organization for the previously completed work.

Eligibility Criteria for Bidders as per Clause B					
Bidder has to fill up this table and submit online with technical bid mandatorily					
Sub clause	Criteria Satisfied by the bidder Yes/no	Document /Certificate Attached in support Yes/no	Give the relevant page no. in the bid document Submitted by the bidder		Remarks
			From	To	
B1					
B2					
B3 a.					
B3 b.					
B4					
B5					
B6					
B7 a. B7 b. B7 c. B7 d. B7 e. B7 f.					
B8					
B9					
B10					
B11					
B12					

C. DISQUALIFICATION:

The University has all the rights reserved to disqualify the bid on account of any of the following reasons:

- I. If bid is received after scheduled last date and time.
- II. If the bidder does not upload all the desired documents along with duly signed e-Tender document as stipulated in the e-Tender.
- III. If any of the conditions prescribed in the e-Tender is not fulfilled or found incomplete or not compiled in any respect.
- IV. If the bidder attempts to influence any member of the committee.
- V. If the bid is conditional.
- VI. If the bidder provides any misleading information or conceals any desired information.
- VII. If the Bid is received without the original hard copies of Tender Fees and EMD or relevant document if exempted from submission of EMD.
- VIII. If the bidders make any correction, addition, alteration in the downloaded bid document.
- IX. If bidder is under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government of India (GoI), Central / State Government, or any other of their agencies.
- X. If any of the eligibility criteria is not fulfilled in clause B1 to B11.
- XI. If the Bid is submitted without the Declaration.
- XII. The decision of the University in the matter of disqualification shall be final & binding and no further correspondence shall be entertained from any of the disqualified bidder, thereafter.

D. RIGHTS OF THE UNIVERSITY (GGV):

The University reserves (without assigning any reason, whatsoever) the right to:

- i. Accept or reject any or all bids for this e-Tender at any stage.
- ii. Amend the selection process at any stage, if situation so warrants.
- iii. Interpret any clause, modify/alter and amend the provisions of this E-Tender or any other document issued at any stage of selection.
- iv. Amend the scope of work.
- v. Debar the bidder, if during the process of selection or later at any stage, it is found or

discovered that bidder has/ had provided incorrect/misleading information material misrepresentation or concealment of information sought by the University.

vi. Close the process/cancel the invitation/ tender notice at any stage.

E. DOWNLOADING OF THE E-TENDER CUM E-TENDER:

The bid document consisting of scope of work and the set of terms and conditions of the contract to be complied with and other necessary documents may be seen and downloaded from websites www.new.ggu.ac.in or <https://eprocure.gov.in/epublish/app>.

F. SUBMISSION AND OPENING OF TENDERS:

F.1) Submission Of Tender:

I. The tender document can be downloaded from the website <https://eprocure.gov.in/epublish/app> or www.new.ggu.ac.in “Corrigendum, if any, would appear only on the above web sites and not be published anywhere else”.

II. Tender must be duly signed by an authorized signatory, of the tendering firm.

III. Mode of Submission of Tenders:

- i. The tender document consisting of Specification of instruments and the set of terms and conditions for the supply of instruments to be complied with and other necessary documents can be seen and downloaded from websites <https://eprocure.gov.in/epublish/app> or www.ggu.ac.in
- ii. Tenderer must be registered on the website <https://eprocure.gov.in/epublish/app> for uploading the soft copy of the tender.
- iii. The intending tenderer(s) must read the terms and conditions of this tender carefully. Only the tender if eligible and in possession of all the documents required should submit the tender. The intending tenderer(s) must have valid digital signature to submit the tender.
- iv. Tenderer should upload documents in the form of PDF format or the format available on the website <https://eprocure.gov.in/epublish/app> or www.new.ggu.ac.in
- v. Tenderer must upload on the E-Tendering website <https://eprocure.gov.in/epublish/app> demand draft for Tender Fees Rs. 5,000/- (Non-refundable) and demand draft of Earnest Money Deposit (EMD) Rs 3,00,000/- in pdf format. All two files should be uploaded in one file named

“Tender Fees EMD E-Tender Fee Name of Tenderer.pdf” within the period of tender submission.

- vii. Tenderers must upload on the E-Tendering website <https://eprocure.gov.in/epublish/app> the scanned copy of the tender documents and other desired documents, Technical (in pdf format) and Financial Tenders (as per format available on the website <https://eprocure.gov.in/epublish/app> or www.new.ggu.ac.in) within the period of tender submission.
- vii. First pdf file titled “Technical Tender _Name of Tenderer must have all required documents related to Technical Tender.
- viii. The Financial Bids must be filled online in prescribed format (Annexure-II). The bid shall be cancelled if BoQ is not filled as per prescribed format.
- ix. The price must be quoted as per the list in Annexure II and item wise as Given and tender document.
- x. Bidder have to quote price in BOQ.
- xi. The Technical tender file must contain the scanned copies of duly signed tender document, certified copies of documents related to Eligibility Criteria, all relevant information and relevant for evaluating the tenderer technically, Corrigendum / Addendum / Other documents, if any, etc. as per the attached annexure (except annexure –II i.e. financial bid).
- xii. The tenderers are required to upload and submit page of (Audited) summarized Balance Sheet/Summarized Profit & Loss Account for last 03 years (as given under Annexure I)
- xiii. Tenderer must ensure to quote rate in the Financial Tender as per Annexure-II i.e. finance bid in prescribed format is to be filled online. The rate shall be quoted up to 2 Decimals.
- xiv. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as “0”. Therefore, if any cell is left blank and no rate is quoted by the tenderer, rate of such item shall be treated as “0” (ZERO).
- xv. Information and Instructions for tenderers posted on websites shall form part of tender document.
- xvi. The tenderers are advised to submit complete details with their tenders. The Technical Tender Evaluation will be done on the basis of documents uploaded on e-tendering web site(s) by the tenderers with the tenders. The information

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should be submitted in the prescribed proforma. Tenders with Incomplete/Ambiguous information may be rejected.

- xvii. The tenderer (s) if required, may submit queries, if any, through E-mail (Email of OSD (Store): **storesectionggv2021@gmail.com**) to seek clarifications within 07 days from the date of uploading of Tender on website. Reply will be made for only those queries which are essentially required for submission of tenders. Queries received after 07 days from the date of uploading of Tender on website, will not be entertained.
- xviii. It is mandatory that the original Demand Draft in favor of “Registrar, Guru Ghasidas Vishwavidyalaya” drawn on any scheduled bank payable at Bilaspur (CG) for the tender fee Rs. 5,000/- and EMD Rs. 3,00,000 /- must reach to the “OSD (Store Section), Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur-495009, India” on or before the scheduled last date of receiving the E-tender. The E-tender shall not be opened if the original tender fee and EMD is not received before the scheduled closing date of the tender.
- xix. The tenderer is required to quote the rate strictly as per the term and conditions, specifications, standards given in the tender documents and not to stipulate any deviations.
- xx. Notwithstanding anything stated above, GGV reserves the right to assess the capabilities and capacity of the tenderer in the overall interest of GGV.
- xxi. Financial tender of only technically qualified tenderers fulfilling the criteria laid down in this tender shall be opened subsequently. Relevant information in this regard can be seen in subsequent part of the tender.
- IV. Any addition/deletion/modification of this tender made before the due date of the tender will be displayed कृपान in the university website <https://eprocure.gov.in/epublish/app> or www.new.ggu.ac.in only.
- V. The tender (Technical Bid) will be opened online as per the schedule given above. The date and time of opening of the Financial Bid online will be informed later on the online websites given above. The tender or his authorized representative may remain present at the time of opening of the tender.
- VI. Please visit university website for any information/updates.

F.2) Evaluation of the Tender:

For evaluation of Technical tenders, assessment towards eligibility criteria and other information as per Technical Tender of the tenderer shall be conducted. Those tenderers who are found technically qualified shall be considered for Financial Tender opening.

F.3) Offer validity period: The offer should hold good for a period of 180 days from the closing date of the tender. Any offer falling short of the validity period is liable for rejection.

F.4) Performance Guarantee: Performance Security for an amount of 5% of the order value is to be furnished in the form of an Account payee Demand Draft, Fixed Deposit Receipt from a Commercial bank or Bank Guarantee from a Commercial bank in an acceptable form by the successful tenderer. Performance Guarantee is to be furnished within 21 days after notification of the award and it should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the vendor.

F.5) University reserves the right to carry out a technical inspection and performance evaluation (benchmarking) of the offers made by shortlisted vendors.

F.6) Unit price should be quoted separately as per the financial bid Annexure-II in E-tender format.

F.7) As indicated in the scheduled I. University reserve the right to increase or decrease the quantity depending on the needs of the university without assigning any reasons.

F.8) No commitment to accept lowest or any tender: University shall be under no obligation to accept the lowest or any other offer received in response to this tender notice and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason what so ever. University reserves the right to make any changes in the terms and conditions of the tender in favour of the University. University will not be obliged to meet and have discussion with any vendor, and or to listen to any representations.

F.9) Shortlisting of Vendors: University will create a shortlist of technically qualifying vendors and the financial tender of only these vendors will be opened. University reserves the right to decide whether the items being quoted are as per the requirement of the University and are of standard/leading brands in the market. University

reserves the right to decide which offer best suits the requirement of the university. Further, after opening financial tenders of the short listed tenders, if there is a discrepancy between word and figure, the amount indicated in words will prevail.

F.10) University reserves the rights of accepting in full or part/not accepting the tenders without assigning any reason.

F.11) Resolution of disputes (Arbitration and laws): In case of any dispute or difference arising out of or in connection with the EOI conditions/order and contract, the GGV and the tenderer will address the dispute/difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole arbitrator to be appointed by GGV. The arbitration shall be held in accordance with the provisions of the arbitration and conciliation act 1996 and the venue of arbitration shall be at Bilaspur only. The resolution of the arbitrator shall be final and binding on both the parties.

F.12) Jurisdiction: The courts at Bilaspur (C.G.) alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this EOI/contract. It is specifically agreed that no Court outside and other than Bilaspur (CG) court shall have jurisdiction in the matter.

F.13) Bidders may contact OSD (store), Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur (CG) for any clarification or any other information, with regard to this tender. E- Mail: storesectionggv2021@gmail.com

G. OPENING AND EVALUATION OF THE BID:

- a. The GGV shall follow LCS (Least Cost System) to select the successful bidder.
- b. The bids shall be opened on-line for only those bidders who successfully submit the desired tender Fees, EMD & Relevant document on or before the scheduled last date & time to the store section of the University. On scheduled date the technical bids shall be Opened and further evaluation will be done as per the eligibility criteria & the condition of this EoI. The financially bids of technically qualified bidders will be opened on the subsequent prescribed date and time.

H. RATES & OTHER FINANACIAL QUOTES:

- i. Service charges are to be quoted as per notification of Ministry of finance regarding conservancy Services notified vide letter no: ifa/wc/25/conservancy dated 30.08.2017. Agencies must ensure the compliance of this notification, failure to this

will subject to cancellation of bid submitted by agency. (Service charges should not be less than 3.85%.)

- ii. The Wages will be given as per latest applicable rates of GoI.
- iii. Other components like ESI, EPF, EDLI allowances etc. should be as per GoI norms.
- iv. The rates quoted by the tendering agency should be exclusive of statutory/taxation liabilities.
- v. Taxes and statutory liabilities as per GoI norms will be admissible.
- vi. The benefit of tax exemption as per GoI will be availed by the University
- vii. In case if more than one bidder quote the same service charges, then the contract will be awarded as per Criteria P of this E-Tender. The decision of the University in this regard shall be final and binding upon the bidders.
- viii. Bonus should be as per the GoI Payment of Bonus Act.

I. TENDER FEES & EARNEST MONEY:

1. The Original DD of Tender Fees of Rs. 5,000/- and the Original DD/FDR of Earnest Money Deposit (EMD) of Rs. 3,00,000/- issued by any scheduled bank in favor of **Registrar, Guru Ghasidas Vishwavidyalaya**, payable at **Bilaspur (C.G.)** must reach to the University on or before the scheduled date and time.
2. Earnest money of the unsuccessful bidders will be refunded without any interest with the terms and conditions of the EoI.
3. EMD shall be exempted for MSME registered organizations/Firm/agency as per GOI norms/rules/standards.
4. Any Bid not accompanied by Tender Fees and EMD shall be summarily rejected and will not be considered at all.
5. EMD of the successful bidder shall be returned on receipt of Performance Security in the GGV and after signing the contract.
6. EMD shall be forfeited if the bidder withdraws his/her bid during the validity period of Tender.
7. EMD of the successful bidder shall be forfeited if the successful bidder refuses or neglects to execute the Contract or fails to furnish the required Performance Security within 21 days of issue of "Letter of offer".

K. PERFORMANCE SECURITY DEPOSIT:

1. The successful bidder will be required to deposit security money equivalent to 5% of the annual value of the contract in the form of Demand Draft/Term Deposit /Bank Guarantee within 21 days from the date of award of contract.
2. The security money so deposited by the successful bidder will be retained by the University till completion of the contract and will be released (without any interest) thereafter on claim subject to adjustment if any, by the University arising out of terms and conditions pertaining to the tender.

L. PAYEMENT CRITERIA:

The agency will ensure that workers / Housekeeping Staff/ Supervisors engaged by it must receive their entitled wages on time. In view of this, the following procedure will be adopted:

1. In order to ensure that such workers get their entitled wages timely, the following schedule will be adhered to:
 - i. Monthly bill cycle will be from 1st day of the month to last day of the same month.
 - ii. Monthly bill as per above cycle, will be submitted by the agency at the earliest in the following month.
2. Payment of the bills shall be released on monthly basis after receiving a satisfactory duty completion/performance report of all the deployments from the concerned Designated Officer/In-charge of Housekeeping of the University and on submission of attendance sheet for all deployed personnel.
3. While submitting the bill for the next month, the service provider/ agency must file a certificate certifying the following:
 - i) Wages of workers were credited to their bank accounts on _____(date) (Copy of bank statement enclosed in respect of personal deployed at GGV.
 - ii) ESI Contribution relating to _____ no. of workers amounting

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to Rs. _____ was deposited on ____ (date) (Copy of the challan enclosed in respect of personal deployed at GGV.

iii) EPF contribution relating to ____no. of workers amounting to Rs. _____ was deposited on _____ (date) (Copy of the challan enclosed in respect of personal deployed at GGV).

iv) The agency is complying with all statutory Labour Laws including Minimum Wages Act.

4. The certified copy of such challans should be submitted along with the monthly bills of the ensuing month.
5. The payment for other allowances like ESI, EPF etc shall be accepted only on submission of the documents showing necessary payments towards allowances of the preceding month except for the first month of the contract.
6. TDS and other taxes as applicable will be deducted by the University from the Agency's bill as per Govt. instructions from time to time.
7. Disbursement of wages to individuals through ECS/cheque and details of Accounts Number of Bank of employees with documentary evidence that the amount has actually been transferred in the individuals account must be enclosed along with next bill. Without enclosing the same, bill shall not be processed for payment. Payment of wages & allowances to individuals by cash will not be acceptable.
8. For all intents and purposes, the agency shall be the "Employer" within the meaning of different Labour Legislations in respect of security personnel deployed by it. There shall be no claim by such deployed persons of any employment in GGV. The persons deployed by the agency in the GGV shall be the employees of agency at all times and not have any stake or claims like employer and employee relationship against GGV.
9. The agency shall be solely responsible for the redressal of grievances if any of its staff deployed at GGV. The GGV shall, in no way, be responsible for settlement of such issues whatsoever.
10. The GGV shall not be responsible for any financial loss or any liabilities arising out of accident or death to any of the staff deployed by agency in the course of their performing the functions/duties or for payment towards any compensation.

M. VALIDITY OF THE CONTRACT:

1. The contract shall be valid for a period of one year initially and on satisfactory performance during the contract period. However on mutual consent the contract period may be extended up to three years (in stretch of 06 months each) with the same rate, terms & conditions of the agreement.

N. OTHER TERMS AND CONDITIONS:

1. The Housekeeping Agency has to clean complete Vishwavidyalaya campus and all its buildings and offices on regular basis at specified time.
2. The Agency shall be fully responsible for the sanitation/ housekeeping services in the University.
3. The cleaning area in the residential building limited to staircase landing area, corridors, roof top.
4. The above also includes computers, machines, other office equipment, internal vertical surface (marble, glass panels and printed surface etc.) ceiling & fixtures, electric fans etc., whose cleaning is very much within the scope of housekeeping.
5. The agency will provide the dress and identity card for its employees working in campus for housekeeping job at its own cost.
6. The successful agency will provide a shift wise attendance register at its own cost which can be checked by Vishwavidyalaya or its representative whenever required.
7. Any theft, loss and damages of the property of University on account of negligence of agency's personnel shall be borne by the agency.
8. The agency will produce the attendance record and other relating records of wages by following all statutory rules of labour law of GoI duly forwarded by representative appointed by Vishwavidyalaya latest by 4th of every month. The proof of submission of EPF, ESIC and all requirements as per GoI norms must be submitted for preceding month at the time of submission of bill for any month. In case of non-submission of the preceding month data regarding submission of all statutory requirements as per GoI norms, the bill for current month may not be processed (if applicable).

9. If any complaints received by Vishwavidyalaya administration regarding worker are not given wages as per GoI norms or not been given salary by the agency then Vishwavidyalaya may directly give salary to those workers of agency and same may be collected from agency by the Vishwavidyalaya.
10. Both Vishwavidyalaya and agency can end the contract by giving one month notice in normal conditions. But if Vishwavidyalaya finds that agency is not following the terms and conditions of agreement than Vishwavidyalaya has all rights to cancel the contract agreement after complete enquiry and in such condition PBG submitted by agency may be seized.
11. The Agency will not allow his employees to participate in any trade union activity or agitation in the premises of University.
12. The Agency will not engage partially or fully any Vishwavidyalaya employee for housekeeping job.
13. Agency has to take permission before appointing any worker for housekeeping job in Vishwavidyalaya premises.
14. Agency will ensure that the payments of workers are as per minimum wages prescribed and revised by GoI.
15. The Agency shall not sublet, transfer or assign the contract in whole or part without the written permission from the University.
16. It is responsibility of agency to provide ESI, PF and other facilities as per GoI norm for its workers.
17. Any type of intoxication is strictly prohibited in Vishwavidyalaya premises. All workers engaged in housekeeping job must follow this rule. In case of any violation fine may be imposed on agency.
18. Agency must maintain clean and hygienic environment as per atmospheric conditions.
19. The Agency has to provide housekeeping services round the clock and agency must be responsible for safety of Vishwavidyalaya properties.
20. If any damage occurs due to negligence of agency then fine may be imposed on agency for that conduct.
21. Agency has to strictly follow the directions given time to time regarding timetable and cleaning locations given by Vishwavidyalaya.
22. Agency has to maintain record and other registers at its own cost. For this no clerk or extra payment will be provided by Vishwavidyalaya.
23. Number of workers for housekeeping job will be decided by Vishwavidyalaya

which can be increased or decreased as per requirement:

No of Inspector	:-	01 (Male)
No of Supervisor	:-	06 (03 male, 03 Female)
No. of female worker	:-	90 (female)
No. of male worker	:-	95 (male)

24. University reserves the right of accepting in full of part/ not accepting the tenders without assigning any reason.
25. The bidder must put their seal and signature on each and every page of this tender document and make sure that no addition/deletion /alteration have been made in the document. The signed documents should be uploaded along with the technical bid.
26. Any addition/deletion/modification if any made in this tender will be notified before the due date of the tender will be displayed in university website and CPPP only.
27. The agency has to apply the license under statue 1970 of labour wages act from labour department and after getting issuance of license agency has to submit it in Vishwavidyalaya.
28. If agency dis honors any clause of agreement, then Vishwavidyalaya administration has all rights to cancel the agreement from agency.
29. Agency has to provide attendance card and leave card to its employees and it will be duty of agency to complete and manage these records. Agency has to submit the copy of payments to be made in the Vishwavidyalaya office. At the time of inspection by audit officer or labour inspector agency has to produce such records in front of them.
30. For the proper management of housekeeping work the agency has to appoint sufficient number of workers as directed by Vishwavidyalaya management.
31. Agency must get license under contract labour regulation and abolition act and must follow strictly the rules of minimum wages and other facilities under labour act, PF act, minimum wages act, bonus act etc. All documents must be provided by agency whenever required at the time of inspection by PF inspector/ Factory Inspector/ labour inspector. An affidavit for timely submission of all statutory liabilities as per GoI norms has to be submitted by firm at the time of agreement.
32. Agency must ensure the proper and prompt work in housekeeping services. Any negligence found by employees of agency may lead to disciplinary action on

agency by Vishwavidyalaya and any decision on this issue taken by Hon Vice-Chancellor will be final.

33. Agency is bound to change those employees whose behaviors and work is not proper.
34. Agency must ensure that no employee of there is involved in drinking and smoking as it is strictly prohibited.
35. Agency must ensure that the Non vegetarian foods are not allowed in campus and their employees must follow this rule strictly.
36. Agency has to ensure that any complaints regarding damage pipe, kitchen sync pipes, sewer lines etc. are immediately attended & dissolved at full expenses of agency.
37. Agency must avail bio-data of all employees it is appointing in Vishwavidyalaya premises for housekeeping job.
38. It is responsibility of agency to ensure that any workers appointed must produce medical fitness certificate.
39. Cleaning and plumbing equipment like Phenyl, washing powder, broom etc. will be provided by agency and details regarding payment for these items must be submitted separately by the agency.
40. Bidder must have at least five professional and experienced cleaning supervisors among those at least 3 must have good knowledge of sanitary and plumbing work.
41. Vishwavidyalaya can abandon the entry of any employee of agency who is not following the instructions and conditions of agreement and agency is bound to follow these orders.
42. Vishwavidyalaya management is not responsible of any accidents/ mass wealth losses/ natural disasters etc. and agency has to bear responsibility at its own or these conditions.
43. Bidder has to provide list of all cleaning equipment to be used for housekeeping work by them.
44. Work distribution chart on daily basis must be provided by the agency.
45. Arbitration and Laws: In case of any dispute or difference arising out of or in connection with the E-TENDER conditions / order and Contract, the GGV and the bidder will address the dispute / difference for a mutual resolution and failing which, the matter shall be referred for arbitration to a sole Arbitrator to be appointed by GGV. The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Bilaspur only. The resolution of the Arbitrator shall be final and binding on both

the parties.

46. Jurisdiction: The courts at Bilaspur (C.G.) alone will have the jurisdiction to try any matter, dispute or reference between parties arising out of this E-TENDER. It is specifically agreed that no court outside and other than Bilaspur (C.G.) court shall have jurisdiction in the matter.
47. The bidder may contact O S D (Store), Guru Ghasidas Vishwavidyalaya, Bilaspur (C.G.) for any clarification or any other information, with regard to this E-Tender.
48. The number of women Housekeeping staff shall not be more than 50% of total Manpower, except inspector and supervisor.
49. Penalty Clause: GGV shall be free to impose Penalty as per the amount shown against each of the following activity. The penal amount may be deducted from the monthly bills submitted by the firm/agency:
- a. Absence of staff/ worker: In case any of agency's deployed staff under the contract is (are) absent, compensation equal to double the wages of number of guards/supervisors absent on that particular day shall be payable to GGV and the same shall be deducted from the agency's bills.
 - b. In case any of agency's worker deployed under the contract fails to report in time and agency is unable to provide suitable substitute in time for the same, it will be treated as No-work and compensation of double the wages shall be payable to GGV.
 - c. In case any public complaint is received attributable to misconduct/misbehavior of agency's worker, a penalty of Rs.500/- for each such incident shall be levied and the same shall be deducted from the agency's bill.
 - d. Poor performance : Rs 100/- per person per day on each occasion.
 - e. Non availability Or Non conformity : Rs 500/- per occasion + replacement of consumable to standards of consumable material with approved material In case of deficiency in service repeatedly, GGV reserves the right to impose a penalty @ 0.2% of total monthly contractual amount for each day subject to maximum 10% of contractual value.
 - f) In case the Bidder fails to meet any of the conditions agreed upon, the GGV reserve the right to take any action it may deem proper including forfeiture of part or whole of Earnest Money, Performance Security, Security Deposit, and /or any other amount due to Bidder. If the Bidder fails or neglects to observe or perform any of his obligations

under the Agreement, it shall be lawful for the Competent Authority, GGV to forfeit either in whole or in part, in his absolute discretion, the Security Deposit furnished by the Bidder and to arrange to make suitable alternate arrangement for the service at the risk and expense of the Bidder after deducting all costs and other expenses that the University may have incurred and all dues and other moneys including all losses and damages which the GGV is entitled to recover from the Bidder.

g) Time and promptness are essence of the contract. The time specified for the session shall be strictly adhered to and time in this respect shall be deemed to be the Essence of the Contract. If the time schedule is not adhered to and the job is delayed for reasons other than beyond Bidder control, the Competent Authority, GGV shall be entitled at his option either to Cancel the contract or make alternate arrangement on the cost of the Bidder.

50. RESPONSIBILITIES OF THE FIRM/AGENCY:

- i. The losses sustained to the GGV due to negligence of the services of the firm/agency in the form of loss/damage of property will be recoverable from the firm/agency as per the estimation in terms of money value by the GGV and the decision of the GGV in this regard shall be final and binding on the firm/agency.
- ii. The agency/firm shall maintain the highest standards of ethics during the execution of the contract. Character and antecedents of all personnel deputed for services in GGV should have been verified by the Firm/Agency through Police and the verification papers be submitted to GGV. In case of doubt on any personnel the GGV reserves the right to get police verification of these personnel if necessary and reject those not cleared by the Police.
- iii. The agency/firm shall be responsible for the behavior/conduct of persons deployed by the agency. GGV shall have the right to ask for removal of any person of the Agency who is not found to be competent and orderly in discharge of his/her duty.
- iv. Selected firm/agency shall make payments to its employees in strict observance of Labour Law, Minimum Wages Act and other statutory requirements with regard to ESI/EPF etc. Any failure on the part of the contract in this regard will entail termination of the contract and forfeiture of the Security Deposits in addition to other penal action as per law.
- v. The agency will have to pay monthly wages to their workmen on or before 10th of every month by ECS only.
- vi. All the consumables and disposables/material required for various services are to be procured by the agency and should be available in the university in adequate quantities

throughout the month. All consumables and disposables should be eco-friendly and reputed branded item only. Before using the consumable items, agency should get verified all the items by the committee of the university or officer appointed for the purpose.

vii. The execution of cleaning/ housekeeping/ sweeping of roads & disposal of garbage must be done by uniformed workmen under hygienic conditions. Wherever mechanized equipment's are needed the same should be employed. Nothing extra will be paid for any mechanical equipment's.

ix. No labor below the age of 18 years be employed on site. The bidder shall not engage/deploy the Child Labor which is prohibited under Prohibition and Regulation Act 1986 and labor having age more than 55 years. Employment of such Labour and violation of the said Act will lead to the termination of the Contract and legal action deemed fit by the GGV.

51. GGV shall have all rights to terminate the contract at any point of time without any prior notice if the circumstance so warrant.

52. The clarification notice issued wide letter no. 15/E-Tender Housekeeping/ Clarification/ Store/2024 Date: 23/07/2024 (available on www.new.ggu.ac.in) against tender reference no. 02/HOUSEKEEPING SERVICES/GGV/STORE/2024 shall be applicable for this tender also.

O. SUBMISSION & OPENING OF TENDER:

1. The tender application form is to be downloaded from the university www.new.ggu.ac.in.
2. The tender have been invited under two Bid systems i.e. Technical Bid and Financial Bid. The interested agencies are advised to follow the procedure of e-tendering website <https://eprocure.gov.in/epublish/app> and submit online only.
3. The Tender Fees & EMD in original is to be submitted in a sealed cover super-scribed "TENDER NoFOR HOUSEKEEPING SERVICES" and addressed to
OSD (Store)

**Guru Ghasidas Vishwavidyalaya,
Koni, Bilaspur (C.G.) 495009**

The Tender Fees and EMD/EMD exemption certificate in an envelope must be Submitted only through Speed post/Registered post/ Courier service and must reach on or before 03:00 PM on 23/08/2024 to the University.

3. The tender (Technical Bid) will be opened online as per the prescribed date and time. The bidder or authorized representative may remain present at the time of opening of the tender.

P. EVALUATION OF THE FINANCIAL BID

1) The bidders will quote the service charges as per ANNEXURE-II under the three different categories as under:

- a) House Keeper
- b) Housekeeping Supervisor
- c) Housekeeping Inspector

2) The bidder who so ever quotes the lowest service charges for all the above categories will be eligible for awarding the contract.

3) In case a single bidder has not quoted the lowest service charges for all the above 04 (a to d) categories then the L1 bidder will be decided on the basis of experience in GOVT Institutions/ University/ Training academy (State / Central Govt. or State/Central govt. Funded) with minimum 150 manpower and following process will be adopted.

- a) For experience with employee up to 150 manpower zero marks will be given.
- b) For next increase up to 20 (Twenty) manpower (i.e. from 151 to 175) One marks for each year of completed service of experience will be assigned for institute/academy as mentioned above.
- c) Again for every increase in manpower up to 20 (Twenty) one marks will be assigned as detailed in above point.

Manpower	Marks to be assigned
Upto 150	Zero
Between 151 to 175	One marks for each year of service completed.
Between 176 to 195	Two marks for each year of service completed.
Between 196 to 205	Three marks for each year of service completed.
Similarly One marks will be increased for every 20 manpower for each year of service	

The Bidder whosoever scores the highest cumulative marks will be considered to be the L1 bidder.

d) If there is a tie between more than one bidders in evaluation stated above, the experience of bidder in single organization for which it has served for highest duration amongst all his experiences in Govt Institutions/ University/ Training academy (State / Central Govt. or State/Central govt. Funded) with minimum 150 manpower will be considered for comparison. The marks will be given for each year of completed experience for the above organization of the considered bides as below.

Year of experience	Marks to be assigned
1	Zero
2	One marks for each year of service completed.
3	Two marks for each year of service completed.
4	Three marks for each year of service completed.

- Note: the L1 bidder may be negotiated by the committee of the University if the committee finds the rates on the higher side.

ANNEXURE - I

TENDER APPLICATION FORM FOR ENGAGEMENT OF HOUSE KEEPING SERVICES

1. Name of the Agency :
2. Full Address :
3. Telephone no. (N) :
4. E-mail :
5. Whether a registered Firm/Company incorporated, if so, the details thereof:
6. Name of the Owner/ Partners/ Director/ Managing Director:
7. Name of bank with full address & A/c No., IFSC etc.
8. ESI Code :
9. EPF code :
10. PAN . :
11. GST Regis. No.
12. Previous experience details with documentary proof: (Attach separate sheets if required)

Sl . No.	Name of the Client	Period Contract	Client's Contract details (including name , e - mail , Phone and of FAX number and address) Work - Order & Experience Certificate from the Client to be attached	Value of the Contract (as per WO) in Rs Lakh	Number of Workers Deployed	Remarks
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

13. Annual Turnover of last three financial years : (Please attach certificate issued CA)

SN	Financial Year	Annual turnover (CA certified copies and IT return are to be enclosed)
1	2021-22	
2	2022-23	
3	2023-24	

14. Details of Earnest Money:
(Deposit (EMD) in form of DD or FDR)

15. Details of Tender Fees in:
(form of DD)

UNDERTAKING:

I/We hereby agree to the terms and conditions of the e-tender and have perused and understood them. I/We will abide by all the terms & conditions of this e-tender and the entire statutory obligation as required by the law. The rates are being quoted offline in the desired Annexure II. The rates quoted are inclusive of all the expenses as desired and detailed at various places of this e-Tender.

Signature of the Proprietor/Partner/Managing Director with Stamp.



DECLARATION - I**(on non-judicial stamp paper of Rs.100/-).**

1. I/we, -----Son /Daughter of Shri -----
Proprietor/Partner/ Director/ Authorized Signatory of the bidding agency M/s -----
-----and I/we am/are competent to sign this declaration and
participate & execute this E-TENDER.
2. I/we have carefully read and understood all the terms and conditions of the E-TENDER and I/we hereby convey my unconditional acceptance and compliance of the same.
3. The information/ documents furnished along with this E-Tender/ are true and authentic to the best of my/our knowledge and belief.
4. I/ we am/ are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my bid/ cancellation of agreement at any stage besides liabilities towards prosecution under appropriate law, and my EMD etc. may also be forfeited.
5. My/Our firm is neither blacklisted by any Government Department/PSUs/PSEs nor is any Criminal Case registered against the firm or its owner or partners or directors anywhere in India.
6. My/Our firm has never been terminated or discontinued from any agreement from by the hiring institution during active period of agreement with the firm.
7. There is no complaint regarding nonpayment of wages and other dues(as applicable) against My/Our firm.
8. I/We have read and understood all the terms and conditions and are acceptable to the firm.
9. I/we will obey/comply/abide by all the terms and conditions of this e-Tender, if the contract is awarded to my firm.
10. Total number of pages.....(including credentials, documents in support of the information furnished & copy of this E-Tender documents with all pages duly signed) are being submitted online with this E-Tender.
11. The rates are being quoted online in the BoQ (financial bid Annexure-II) with all the terms & conditions of this E-Tender.

Dated:**Signature of Bidder**.....**Name**.....**Designation**.....**Firm's seal**.....**Note:** On non-judicial stamp paper of Rs.100/- (to be submitted online with technical bid)

Financial Bid: Annexure-II

Details of rates to be Quoted in the BoQ (Online)

(Service charge should not be less than 3.85%)

Sl. No.	Item Description (Total manpower to be deployed between 150 to 200 as per requirement)	Item Code / Make	Quantity	Units	BASIC RATE In Figures (exclusive of taxes) To be entered by the Bidder in Rs.
1	2	3	4	5	7
1	Housekeeping Supervisor				
1.01	Basic wages plus VDA	item1	1.000	Nos	
1.02	Service Charges (percentage of row 1.01, which includes expenses for all facilities as desired in EoI)	item2	1.000	Nos	
1.03	Sum Total of row 1.01 and 1.02	Item3	1.000	Nos	
2	Housekeeping Inspector				
2.01	Basic wages plus VDA	Item4	1.000	Nos	
2.02	Service Charges (percentage of row 2.01, which includes expenses for all facilities as desired in EoI)	Item5	1.000	Nos	
2.03	Sum Total of row 2.01 and 2.02	Item6	1.000	Nos	
3	Housekeepers				
3.01	Basic wages plus VDA	Item7	1.000	Nos	
3.02	Service Charges (percentage of row 3.01, which includes expenses for all facilities as desired in EoI)	Item8	1.000	Nos	
3.03	Sum Total of row 3.01 and 3.02	Item9	1.000	Nos	

Annexure-III

SUPPLY OF MATERIAL FOR HOUSEKEEPING & MAINTAINANCE WORK AT GGV.

Table – 1 of Annexure-III

List of Material Required

S.No	Name of Item	Quantity	Desired make	Make provided by firm	Rate
1	HCL Acid (01Ltr.Bottle)	Per Ltrs.	Standard Quality		
2	Scented Phenyl	Per Ltrs.	Standard Quality		
3	Naphthalene Ball	Per Kg.	Standard Quality		
4	Phool Jhadoo	Nos.	Standard Quality		
5	Kharata(Full Size)	Nos.	Standard Quality		
6	Detergent	Per Kg.	Standard Quality		
7	Harpic Tab. (500 ml)	Nos.	Standard Quality		
8	Room Freshener (250 ml)	Nos.	Standard Quality		
9	Toilet Freshener (500 ml)	Nos.	Standard Quality		
10	Glass surface cleaner	Pc.	Standard Quality		
11	Hand wash	Nos.	Standard Quality		
12	Insecticide (500 to 1000)	Nos.	Standard Quality		
13	Turpentine	Per Ltrs.	Standard Quality		
14	Floor cleaner	Per Ltrs.	Standard Quality		
15	Wiper Small Size	Nos.	Standard Quality		
16	Wiper Big Size	Nos.	Standard Quality		
17	Steel Jory Liquid	Per Ltrs.	Standard Quality		
18	Toilet handbrush	Nos.	Standard Quality		
19	Hand Gloves	Nos.	Standard Quality		
20	Plastic Brush for sofa cleaning	Nos.	Standard Quality		
21	Floor Cleaner	Cane(5lit)	Standard Quality		
22	Hard Surface Cleaner	Cane(5lit)	Standard Quality		
23	Sanitizer	Per Litre	Standard Quality		
24	Bleaching powder (500 gm)	Per packet	Standard Quality		

Table – 2 of Annexure-III
List of accessories used for Housekeeping & Gardening

S.No	Name of Item	Quantity	Desired make	Make provided by firm	Rate
1	Kaichi-Big	1 Nos.	Standard Quality		
2	Seacator	1 Nos.	Standard Quality		
3	Aari blade	1 Nos.	Standard Quality		
4	Kuladi	1 Nos.	Standard Quality		
5	Hassiya	1 Nos.	Standard Quality		
6	Grass Cutting Blade	1 Nos.	Standard Quality		
7	Spray Machine	1 Nos.	Standard Quality		
8	Kanas(File)	1 Nos.	Standard Quality		
9	Dattar Big	1 Nos.	Standard Quality		
10	Khurpa Big	1 Nos.	Standard Quality		
11	Khurpa Small	1 Nos.	Standard Quality		
12	Gandhak	1 Nos.	Standard Quality		
13	Garden water pipe	1 Nos.	Standard Quality		
14	Phawda – Big	1 Nos.	Standard Quality		
15	Sabal	1 Nos.	Standard Quality		
16	Ghamela	1 Nos.	Standard Quality		
17	Gardner Water Pipe	Per Feet	Standard Quality		
19	Insecticide Fogger device (Min Capacity 15 litres)	1 Nos	Standard Quality		
20	Sanitizer Fogger device	1 Nos	Standard Quality		

Table – 3 of Annexure-III
List of Consumable Material required in Gardening

S.No	Name of Item	Quantity	Desired make	Make provided by firm	Rate
1	Composite Manure	Cu. Mtr.	Standard Quality		
2	Organic Fertilizer (18:18:10) Ex:RCF	1 Kg.	Standard Quality		
3	Rose Mix	1 Kg.	Standard Quality		
4	Urea	1 Kg.	Standard Quality		
5	Bone Mix	1 Kg.	Standard Quality		
6	Fungicide	1 Kg.	Standard Quality		
7	Insecticide monocrotophos 36SK	1 Kg.	Standard Quality		
8	Garden Soil	Cu. Mtr.	Standard Quality		
9	Super Phosphate	1 Kg.	Standard Quality		
10	Roger	1 Kg.	Standard Quality		
11	Gandhak	1 Nos.	Standard Quality		
12	Garden water pipe	1 Nos.	Standard Quality		
13	Phawda – Big	1 Nos.	Standard Quality		
14	Sabal	1 Nos.	Standard Quality		
15	Ghamela	1 Nos.	Standard Quality		
16	Garden Water Pipe	Per Feet	Standard Quality		
17	Insecticide Fogger device (Min Capacity 15 litres)	1 Nos	Standard Quality		
18	Sanitizer Fogger device	1 Nos	Standard Quality		

NOTE: Annexure-III will not be considered at the time of finalizing the L1 for the tender. These items are to be supplied by the L1 bidder of the tender at the L1 rate of the Annexure-III.

DECLARATION - II

The above list of Annexure-III are tentative list for rate quote purpose only. Items may be added or deleted to/from the above list as per the requirement at the time of technical evaluation and finalization of rates for the items in annexure III before opening of financial Bid. The final list and quantity will be as per directions of GGV authority. This annexure should be duly filled by bidder and must be submitted with Technical Bid failing to this may subject to rejection of bid. The rates quoted will be negotiated among GGV and technically eligible bidders before opening of financial bid. **The L1 bidder of Annexure-II will have to supply items at the L1 price of Annexure-III**. The date of meeting will be informed accordingly to the eligible bidders after opening and evaluation of technical Bid. The rates decided in meeting will be applicable for all technically eligible bidders as per E-Tender. Any technically eligible bidder not agreeing to the rates will be disqualified and financial bid will not be opened for that bidder.

Signature of Bidder.....

Name.....

Designation.....

Firm's seal.....