
	<p style="text-align: center;">भा.कृ.अनु.प.-केन्द्रीय उपोष्ण बागवानी संस्थान ICAR-Central Institute for Subtropical Horticulture रहमानखेड़ा, पो. काकोरी, लखनऊ-226101 (भारत) Rehmankheda, P.O. Kakori, Lucknow-226101 (India) Phone: (O)2841022, 2841024; Fax: 0522-2841025 Web Site-www. cish.res.in; E-mail- cish.lucknow@gmail.com</p>	
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F.No. 1-10/2019-20-M

Date: .06.2019

ONLINE NOTICE INVITING TENDER THROUGH E-PROCUREMENT BIDS (IFB)

The Director, ICAR-CISH, Lucknow invites sealed tenders for **CLEANLINESS AND SANITATION SERVICES AT REHMANKHERA, R.B.ROAD CAMPUS, LUCKNOW AND CISH-RRS, MALDA (WEST BENGAL)** as per details given below:-

Tender No.	Name of the work	Quantity Required	Tender Fees	Earnest Money may be deposited in shape of FDR/BG in favour of ICAR UNIT CISH, Lucknow
01/2019	CLEANLINESS AND SANITATION SERVICES AT REHMANKHERA, R.B.ROAD CAMPUS, LUCKNOW AND CISH-RRS, MALDA (WEST BENGAL)	One	Rs.500/- (Rs.Five hundred)	Rs.40,000.00 (Rupees Forty thousand)

Online Bid is invited for the **CLEANLINESS AND SANITATION SERVICES AT REHMANKHERA, R.B.ROAD CAMPUS, LUCKNOW AND CISH-RRS, MALDA (WEST BENGAL)**

- The Tender document contains the following
- The terms and conditions along with the detailed specifications
- Instructions for Online Bid Submission.

Tender No.	01/2019
Services at	ICAR- Central Institute for Subtropical Horticulture, REHMANKHERA, R.B.ROAD CAMPUS, LUCKNOW AND CISH-RRS, MALDA (WB)
Date and time for Issue/Publishing	01:30 PM on -- 10.06.2019
Document Download/Sale Start Date and Time	02:00 PM on -- 10.06.2019
Bid Submission Start Date and Time	03:00 PM on -- 10.06.2019
Bid Submission End Date and Time	11:00 AM on -- 02.07.2019
Date and Time for Opening of Technical Bids	11:30 AM on -- 02.07.2019
Pre Bid Conference	11:00 AM on -- 18.06.2019
Date and Time of Financial Bids	The date for opening the financial bid shall be intimated to the successful bidder who qualify the technical bid.

1. The tender form/bidding documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual bids shall not be accepted.

2. Tenders/bidders are requested to visit the website <http://eprocure.gov.in/eprocure/app> regularly. any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.

3. Financial bids of only technically acceptable offers will be opened.

4. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Director reserves the right to accept or reject any or all the tenders.

5. The interested Firms are required to deposit (In original) an Earnest Money Deposit (EMD) & tender fees in the form of Demand Draft/RTGS on or before bid submission closing date by post or in person to the office latest by the last date of bid submission.

The Firms are required to upload copies of the following documents:-

(a) Scanned copy of Earnest Money Deposit (EMD) and Tender fees.

(b) Scanned copy of Firms registration, VAT, RTGS Details and all relevant documents as per technical bids required documents

6. Instruction for online bid submission: As per the directive of the Government the tender document has been published on the CPP Portal. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature certificates.

Tender fee (non-refundable) of Rs.500/- in the form of a Demand Draft/RTGS through drawn in favour of ICAR Unit CISH, Lucknow, payable at Lucknow and also deposit in **ICAR Unit-CISH LUCKNOW A/c No.1153012101000034 Punjab National Bank Rehmankhara Lucknow IFSC Code:PUNB0619500** and bank deposit receipts must be attached with the tender form for verification. <http://www.eprocure.gov.in>. All bids must be accompanied with all relevant documents, Earnest Money and Tender fees. No interest will be paid on EMD.

The bids received in time will be opened in the presence of the bidders/authorized representatives who opt to attend, at the address given above on the scheduled date & time.

Important: If it is advised to inspect the site, office, laboratory, from area etc. before submission of tenders.



Encl: As above.

Sr. Admn. Officer
ICAR-CISH, Lucknow

List of required documents should be attached with the tender

1	Copy of PAN Card	Attached/Not Attached	Yes/No	Please mention page No. in Tender Form
2	Copy of GST registration	Attached/Not Attached		
3	Tender Form duly signed	Attached/Not Attached		
4	Tender fees and Earnest money deposit	Attached/Not Attached		
5	Schedule of requirement	Attached/Not Attached		
6	Bid form and price schedule	Attached/Not Attached		
7	Duly completed Questionnaires	Attached/Not Attached		
8	List of the clients for the quoted model along with postal address telephone no. and e-mail/Mobile No.	Attached/Not Attached		
9	Tender Fee	Attached/Not Attached		

Authorized Signatory of the Firms

	<p>भा.कृ.अनु.प.-केन्द्रीय उपोष्ण बागवानी संस्थान ICAR-Central Institute for Subtropical Horticulture रहमानखेड़ा, पो. काकोरी, लखनऊ-226101 (भारत) Rehmankhera, P.O. Kakori, Lucknow-226101 (India) Phone: (O)2841022, 2841024; Fax: 0522-2841025 Web Site www.cish.res.in; E-mail- cish.lucknow@gmail.com</p>	
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F.No.1-10/2019-20-M

Date: 06.2019

To,

Subject: Online through E-Procurement invitation of tender-regarding.

Dear Sir(s),

Each column/ blank be filled properly and every papers/documents enclosed with bid documents must be signed /stamped by the authorized signatory of the firms/Company.

Instructions to Bidders (ITB) and General Condition of Contract (GCC) may not be sent along with tender and these may be retained by bidders for their information and reference.

Care has been taken to avoid contradiction between stipulation in the ITB, GCC and those in the other sections of the bidding documents. But wherever contradiction arises, if any, stipulations contained in the Schedule of requirements shall prevail.

Yours faithfully,

Encl: As above.

SENIOR ADMN.OFFICER

**ICAR-CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
REHMANKHERA, P.O. KAKORI
LUCKNOW-226 101 (UTTAR PRADESH)**



**TENDER FOR CLEANLINESS AND SANITATION SERVICES AT REHMANKHERA,
R.B.ROAD CAMPUS, LUCKNOW AND CISH-RRS, MALDA (WEST BENGAL)**



TENDER DOCUMENT

LAST DATE OF RECEIPT OF BID IS 02.07.2019 UPTO 11.00 AM

Date of opening :-

1. Technical Bid opening date : 02.07.2019 at 11.30 am
2. Financial Bid opening date : **The date for opening the financial bid shall be intimated to the successful bidder who qualify the technical bid.**

Phone No. 0522-2841022, 2841023

FAX No. 0522-2841025

**WEBSITE: www.cish.res.in
Email: cish.lucknow@gmail.com**

**ICAR-CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
REHMANKHERA, P.O. KAKORI
LUCKNOW-226 101 (UTTAR PRADESH)**

**ONLINE TENDER FOR CLEANLINESS AND SANITATION SERVICES AT REHMANKHERA,
R.B.ROAD CAMPUS, LUCKNOW AND CISH-RRS, MALDA (WEST BENGAL)**

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**ICAR-CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
REHMANKHERA, P.O. KAKORI, LUCKNOW- 226 101
(UTTAR PRADESH)**

**ONLINE TENDER FOR CLEANLINESS AND SANITATION SERVICES AT REHMANKHERA,
R.B.ROAD CAMPUS, LUCKNOW AND CISH-RRS, MALDA (WEST BENGAL)**

IMPORTANT DATES AND INFORMATION

S. N.	DETAILS OF SCHEDULE	DATE, TIME AND INFORMATION
1.	DATE OF START OF ONLINE TENDER SALE	10.06.2019 at 1.30 pm
2.	OPENING OF TECHNICAL BID	02.07.2019 at 11.30 am
3.	OPENING OF FINANCIAL BID	The date for opening the financial bid shall be intimated to the successful bidder who qualify the technical bid.
5.	VALIDITY OF TENDER	90 Days from the date of opening of tender
6.	CONTRACT PERIOD	One year from the date of award
7.	AMOUNT OF EARNEST MONEY DEPOSIT	Rs. 40,000.00
8.	AMOUNT OF CLEANLINESS AND SANITATION SERVICES PERFORMANCE SECURITY DEPOSIT	10% of the contract of value

भा.कृ.अ.प.–केन्द्रीय उपोष्ण बागवानी संस्थान
रहमानखेड़ा, डाकघर काकोरी, लखनऊ – 226101 (भारत)
ICAR-CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE
Rehmankhhera, P.O. Kakori Lucknow – 226 101(India)

F. No. 1-10/2019-20-M

Dated : 06.2019

To

Sub : INVITATION OF ONLINE TENDER IN RESPECT OF PROVIDING *Cleanliness and sanitation services—at CISH Rehmankhhera, R.B. Road Campus, Lucknow and CISH-RRS, Malda (West Bengal).*

Dear Sir(s),

Online Tenders are hereby invited on behalf of the Secretary, Indian Council of Agriculture Research of PROVIDING *Cleanliness and sanitation services – at CISH Rehmankhhera, R.B. Road Campus, Lucknow and CISH-RRS, Malda (West Bengal).*

1. This Tender consist of Two Bid system, the Financial Bid and the Technical Bid. The financial bid only of those tenderers will be opened who qualify/fulfill the technical bid. The bid validity period shall be 90 days from the date of opening of the tender.
2. Technical bid consisting of all technical details along with commercial terms and conditions is enclosed as Schedule - III.
3. The terms and conditions of the contract which will govern any contract made are those contained in the General conditions of contract applicable to the contracts and specific schedule and the special terms and conditions detailed in the Tender forms and its schedules. Please submit your rates in the Tenders form if you are fulfilling GOI norms and are in a position to provide the requisite services in accordance with the requirements stated in the attached schedules.
4. Earnest money unsuccessful bidders will be discharged/ returned as promptly as possible after the award of contract to selected bidder.
5. Earnest money the successful bidder's will be discharged/returned to the bidder after signing and accepting the contract and furnishing the performance security. The bid security may be forfeited if the bidder fails to accept and sign the contract in accordance or to furnish performance security in accordance with the contract.
6. **Performance security :**
 - a. The firm whose tender is accepted will be required to furnish performance security of 10% of the tendered amount (for the complete year) before commencement of work or 15 days of issue of order whichever is earlier. The guarantee shall be in form of Demand Draft/ FDR/Bank Guarantee drawn in favour of "ICAR Unit- CISH" payable at par at Lucknow.
 - b. The security will be forfeited in case of default in fulfilling any of the conditions of the tender at the discretion of Director, CISH, Lucknow.
 - c. The security money will be refunded after three (3) months of completion of the contract without any interest.

d. The performance security will be discharged and returned to the contractor on completion of the contract obligations under the contract.

9. The Tenderer is being permitted to give Tender in consideration of the stipulations on his part that after submitting his Tender, he will not resile from his offer or modify the terms and conditions thereof. **If the Tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount, the EMD will be forfeited by the Institute.** In the event of the offer made by the Tenderer not being accepted, the amount of earnest money deposited by the Tenderer will be refunded to him after he has applied for the same, in the manner prescribed by the Institute.

10. The Schedules of the Tender form should be returned intact and pages should be detached. In the event of the space provided on the schedule form being insufficient for the required purpose, additional pages may be added. Each additional page must be numbered consecutively and be signed in full by the

Tenderer. In such cases reference to the additional pages must be made in the Tender form. If any modification of the schedule is considered necessary it should be communicated by means of a separate letter alongwith the Tenders.

11. The Tenders are liable to be ignored if complete information as required is not given therein or if the particular asked for in the schedules to the Tenders is not fully filled in. Individual signing the Tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm if it is a company.

12. In case of partnership firms, where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the Tenders and all other related documents must be signed by every partner of the firm. A person signing the Tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such offer and if, on enquiry it appears that the persons so signing had no authority to do so, the Council shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the Tenders and the schedules to the Tenders and annexures, if any, should be signed by the Tenderer.

13. If Tenderer does not accept the offer, after issue of letter of award by CISH within 15 days, the offer made shall be withdrawn & Earnest money deposited will be forfeited.

14. Consolidated rates for the job should not be quoted in the technical bid. In case the Consolidated rates quoted by the firms in the tender for job contract for *PROVIDING Cleanliness and sanitation services –at CISH Rehmankhera, R.B. Road Campus, Lucknow and CISH-RRS, Malda (West Bengal)* is mentioned in the technical bid, the tender is liable to be rejected.

17. An amount of equivalent to 10% of total contract value will have to be deposit as a Cleanliness and sanitation services Performance Security deposit by the Selected Agency/Successful Tenderer only after receiving a communication from the Institute. In the event of non-deposition of the same, the earnest money will be forfeited and the award of contract would be withdrawn.

18. No interest on Cleanliness and sanitation services security deposit and earnest money deposit shall be paid by the Institute to the Tenderer.

19. The service tax or any other tax on material/service in respect of this contract shall be payable by contractor as per GOI rules and Institute will not entertain any claim whatsoever in this respect. The Income tax or any other tax Which is as per the rule of the GOI/Govt. of UP shall be paid by the agency itself to the concerned department. Institute will deduct only TDS @ prescribed rate from the monthly

bills of the successful tenderer as per the rule/ instructions made applicable from time to time by Government against which necessary Form-16 will be issued.

20. Director, CISH reserves the right to reduce or terminate the period of contract or to extend its duration in the interest of the Institute, for any justifiable reasons, to be communicated to the Tenderer.

21. Decision of Director, CISH will be final with reference to any aspect of the contract and binding to all parties. Disputes arising, if any on the contract will be settled at his/her level by mutual consultation and in case of failure of settlement, dispute shall be referred to the sole arbitrator to be appointed by the Director CISH, Lucknow. The decision of the sole arbitrator so appointed by the Director, ICAR-CISH, Lucknow shall be final and binding on the parties. The arbitrator proceeding shall be governed by the arbitration & constitution Act 1996.

22. Acceptance by the Institute will be communicated through and form of communication. Formal letter of acceptance and work order of the Tender will be forwarded as soon as possible, but the instructions in the FAX, letter etc. should be acted upon immediately.

23. This Institute implements provisions of the RTI Act 2005. The information provided by the tenderer is liable to be disclosed.

24. Successful bidder need to abide by all the provisions of the minimum wages act, Child Labour Act and /or other Labour Acts in force on tenderer in providing services to the Institute and no child labour should be engaged.

25. Successful Tenderer will have to enter into a detailed contract agreement with CISH on non-judicial stamp paper of Rs. 100/- for the job contract for PROVIDING Cleanliness and Sanitation Services- at CISH Rehmankhara, R.B. Road Campus, Lucknow and CISH-RRS, Malda (West Bengal).

26. The wages to be provided by the contractor to the staff will be governed by the State Govt./ Central Govt. minimum labour wages act.

27. The documents required to be enclosed with the Tender form, will be the part of the Technical bid of the Tender document as shown in Annexure-I of Tender Document.

28. Execution of the work will start only after completion of all the codal formalities, like agreement on Rs. 100.00 Non-Judicial Stamp paper, deposit of Performance Security i.e. 10% (ten percent) of total contract value, etc.

29. Contractor should submit quarterly return of Service tax as charged by him in the quarter from the Institute.

30. The Director CISH, in its capacity as Principal Employer, reserves the right to modify any of the term and conditions of the contract as mentioned in the Schedules III of this document, at its discretion, in the interest of the job/work.

31. The agency is advised to submit their tender after Physical inspection of the site, a very detailed assessment/ requirement of machine/manpower for providing the above services at the CISH Rehmankhara, R.B. Road Campus, Lucknow and CISH-RRS, Malda (West Bengal). However, the tenderer should quote only the lump sum amount in respect of all the services covered under this contract and that the rates should not be proposed on the basis of manpower deployed under this contract. No request for alteration in the rates once quoted will be entertained within the period of one year.

Yours faithfully,

*SENIOR ADMINISTRATIVE OFFICER
FOR ON BEHALF OF DIRECTOR,
CISH, LUCKNOW*

TENDER FOR ANNUAL CONTRACT FOR PROVIDING *Cleanliness and sanitation services* –at CISH Rehmankhara/R.B. Road Campus, Lucknow and CISH-RRS, Malda (West Bengal)

(TO BE GIVEN ON LETTER HEAD OF THE FIRM/AGENCY/COMPANY)

From

Full Name & Address of the Tenderer in addition to Post Box No. (if any, should be quoted in all communications to this office) :

Telephone No. :

Telegraphic Address/FAX/Cellular No.:

E-Mail address :

To

The Director,

ICAR-CISH, Rehmankhara,

P.O. Kakori, Lucknow 6 226 101

I / We have read all the particulars regarding the General information and other terms and conditions of the contract for PROVIDING *Cleanliness and sanitation services* at CISH Rehmankhara, R.B. Road Campus, Lucknow and CISH-RRS, Malda (West Bengal) and agree to provide the services as detailed in the schedule III herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates given in the prescribed Annexure-I as financial bid of this Tender and I/we agree to hold this offer open till 90 days. The rates quoted will be valid for a period of one year in the event of award of the Contract. I/We shall be bound by a communication acceptance dispatched within the prescribed time.

2. I/We have understood these terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.

3. The following pages have been added to and form a part of this Tender _____. The Schedules-I & II to accompany this Tenders are at pages_____

4. Every page so attached with this Tender bears my signature and the office seal.

5. I/We have deposited earnest money of Rsí í í í í í í / (_____) by demand draft in favour of ICAR Unit CISH, Lucknow and payable at Lucknow which shall not bear any interest.

6. I/We do hereby agree that this amount shall be forfeited in the event of the tender is accepted and I/We fail to execute the contract when called upon to do so.

7. I/We understand that you are not bound to accept the lowest or any tender that you have received.

Yours faithfully,

Dated :

Signature & Seal of the Tenderer

Telephone No. Office

Resi.

Mobile

Mail Id

Signature of witness to contractor's

signature

Name & Signature of Witness :

Address:

Occupation :

Schedule - I

Details of the Minimum 3 years relevant experience/work done.

Sl. No.	Name of the Deptt./ Organization & Name of the contact person with Phone No.	Period		No. of staff deployed	Remarks
		From	To		

Authorized Signatory

SCHEDULE OF TENDERS (SECTION-I)**PART – I**

1. Name of the Firm/Agency
2. Full address with Post Box No.
And Telephone No. if any
3. Constitution of the Firm/
Agency (Attached copy)
 - a) Indian Companies Act, 1956
 - b) Indian Partnership Act, 1932
(Please give names of partners)
 - c) Any other Act, if not, the owners
4. For Partnership firms whether
registered under the Indian
Partnership Act, 1932, please
state further whether by the
partnership agreement to arbitration
has been conferred on the partner
who has signed the Tender.
 - i) If answer to the above is in negative
whether there is any general power
of attorney executed by all the
partners of the firm authorizing the
partner who has signed the Tenders
to refer dispute condemning business
of the partnership to arbitration
 - ii) If the answer to above is in point one and two
the affirmative please furnish a copy of either the
partnership agreement or the general
power of attorney as the case may be.
The copy should be attested by a Notary
Public or its execution would be admitted
by affidavit on a properly stamped paper
by all partner
5. As Per Ministry of Finance, Government of India
order no. 1(1)/2011/TA/292, dated 31.03.2012
e-payments for more than Rs. 25,000.00 is
mandatory. Hence following information needs
to be provided
 - a) Name and Full Address of your Bankerø
 - b) Bank Account No. of the firm
 - c) IFSC Code No. of the Banker

6. Your Permanent Income Tax Account No (PAN)./Circle/Ward
7. Any other relevant information
8. Service tax registration No.
9. TIN No.

PART – II

10. Earnest Money Deposited: Yes/No

PART – III

11. Name and Address of the firm's representative and whether the firm would be representing at the opening of the Tenders
12. Name of the Permanent Representative to be visiting CISH Rehmankhara/ R.B. Road Campus/ CISH-RRS, Malda (WB) regarding the contract (Separately may be indicated for Rehmankhara and R.B. Road Campus)

Date : _____

Place: _____

AUTHORISED SIGNATORY

Please add supplementary pages to be numbered wherever needed by the Tenderer.

SCOPE OF WORK/WORK TO BE EXECUTED FOR PROVIDING *Cleanliness and sanitation services* at CISH Rehmankhhera, R.B. Road Campus, Lucknow and CISH-RRS, Malda

(Work to be Executed/ Scope of Work)

The following *Cleanliness and sanitation services* is to be executed by the tenderer, who will be awarded the work contract of Cleanliness and sanitation services at Rehmankhhera and R.B. Road Campus is as follows :-

The requirement for the above outsourcing job is tabulated as below :-

CLEANLINESS AND SANITATION SERVICES TO BE DONE AT R.B. ROAD CAMPUS, REHMANKHERA BOLCK – I, II, III & IV OFFICE BUILDING & ROADS

Sl. No.	Nature of Work as per outsourcing Format	R.B. Road Campus, Lko	Block-I, Rehman-khera, Lko	Block-II, Rehman-khera, Lko	Block-III, Rehmankhhera, Lko	Block-IV, Rehmankhhera, Lko	Total Area
1.	Sweeping and wet wiping by scented phenyl of the floor area of office building, laboratory building, canteen, processing hall, Biotech lab, Library, Directors block, trainees hostel, Biocontrol lab, workshop and packaging hall, Electric substation, Store, Farm office Building, staircases of residential quarters, guest and office building etc.	807 sqm	200 sqm	2250 sqm	70 sqm	85 sqm	3412 sqm
2.	Toilet cleaning - seat and urinal pans cleaning by Harpic, providing toilet freshener, tiles cleaning etc complete as directed High Intensive Area (Like Washrooms, Entrance Lobbies/Receptions *etc.)	30 nos. (120 sqm)	03 nos. (10 sqm)	32 nos. (192 sqm) +150sqm *	01 no. (4sqm)	01 no. (4 sqm)	67 nos. 480 sqm
3.	Dry Brooming (in front of office between canteen and PHM lab, dome, open court yard of trainees hostel, in front of farm office building and other stores of the farm section	2890 sqm	1200 sqm	6000 sqm	1200 sqm	500 sqm	11790 sqm
4.	Overhead tank cleaning with the help of bleaching powder by skilled personnel	01 no.	01 no.	01 no.	0	0	03 nos.
5.	PVC / RCC tank (up to 500L it Capacity) cleaning with the help of bleaching powder by skilled personnel	PVC Tank of 12 nos. RCC Tank of 18 nos.	PVC Tank of 03 nos.	PVC Tank of 10 nos.	PVC Tank of 01 no.	PVC Tank of 01 nos.	PVC Tank of 27 nos. RCC Tank of 18 nos.
6.	Pumping of septic tank (fortnightly)	01 no.	0	0	0	0	01 no.
7.	Clearing of choked sewage line.	Per running meter	Per running meter	Per running meter	Per running meter	0	Per running meter
8.	Clearing of choked main holes .	Each no.	Each no.	Each no.	Each no.	0	Each no.
9.	Clearing of septic tank .	02 no.	-	02 no.	01 no.	0	05 nos.
10.	House Keeping of Daily in Office /hostel, to maintain, furniture, fan and tube light, cleaning of glazed windows and fix glazed panels and other appliances (spider web removing etc) by cleaning liquid	35 unit	01 unit	17 unit	0	0	53 unit

	(colin/equivalent) (15 room, 2 dormitory, entrance lounge, training room, dining hall, common room, Lab and farm office, Directors block, auditorium, dome, administration, laboratories, Biotech lab, PHM and Packaging hall, staircase railing)						
11.	Farm road cleaning ó Brooming of farm road, chopping of grass / weeds both sides of the road	600 running meter (residential area and hostel)	580 running meter (residential area)	600 running meter	0	0	1780 running meter
12.	Disposal of waste ó Collected from office buildings, residences, and hostel to a proper place as directed	24 unit	01 unit	24 unit	01 unit	01 unit	51 unit
13.	Drain cleaning ó once in a month	300 running meter	0	850 running meter	0	0	1150 running meter
14.	Sweeping and Vacuum cleaning of floor and wall panels by scented phenyl of the floor area of the auditorium, museum etc. (power vacuum cleaner to be arrange by contactor and cleaning of wall panels, floor, curtains will be cleaned properly once in a month.	0	0	350 sqm	0	0	350 sqm

Sl.No.	Area type	Frequency	
1.	Indoor Area (Like Sitting room, Cabins, Laboratory, Library, Administration, work shop, farm office, guest house and training hostel, Staircase etc.)	Once per day	3412 sqm
2.	High Intensive Area (Like Washrooms, Entrance Lobbies/Receptions etc.)	Twice a day	480 sqm
3.	Outdoor Area (Like Garages, Parking, Roads inside the campus etc.)	Once per day	6790 sqm
4.	Exterior of the Building	Once per week	5000 sqm
5.	Vacuum cleaning of floor carpets, panels and curtains of auditorium	Monthly	350 sqm
6.	Overhead tank cleaning with the help of bleaching powder by skilled personnel	Quarterly	03 nos.
7.	PVC / RCC tank (up to 500L it Capacity) cleaning with the help of bleaching powder by skilled personnel	Quarterly	PVC Tank ó 27 nos. RCC Tank ó 18 nos.
8.	Pumping of septic tank	fortnightly	01 no.
9.	Clearing of choked sewage line.	Need base	250 running meter
10.	Clearing of choked main holes .	Need base	40 nos.
11.	Clearing of septic tank .	Need base	05 nos.
12.	House Keeping ó Daily in Office /hostel, to maintain, furniture, fan and tube light, cleaning of glazed windows and fix glazed panels and other appliances (spider web removing etc) by cleaning liquid (colin/equivalent) (15 room, 2 dormitory, entrance lounge, training room, dining hall, common room, Lab and farm office, Directors block, auditorium, dome, administration, laboratories, Biotech lab, PHM and Packaging hall, staircase railing)	Once per day	53 unit

13.	Farm road cleaning ó Brooming of farm road, chopping of grass / weeds both sides of the road	Once per day	1780 running meter
14.	Disposal of waste ó Collected from office buildings, residences, and hostel to a proper place as directed	Once per day	51 unit
15.	Drain cleaning	Once in a month	1150 running meter

CISH-RRS, MALDA (W.B.)

Sl. No.	Nature of Work as per outsourcing Format	Quarterly Requirement
1	Sweeping and wet wiping by scented phenyl of the floor area	1000 sq. m per day
2	Brooming of surroundings of the office / lab / trainees hostel including chopping of grass and weeds	2000 sq. m per day
3	Toilet cleaning - seat and urinal pans cleaning by Harpic, providing toilet freshner, tiles cleaning etc complete as directed	20 nos.
4	PVC / RCC tank cleaning with the help of bleaching powder by skilled personnel PVC Tank ó 12 nos. RCC Tank ó 18 nos.	8 x 1500 litres tanks (PVC)
5	Farm road cleaning ó Brooming of farm road, chopping of grass / weeds both sides of the road daily.	1000 running meter per day
6	Disposal of waste ó Collected from office buildings, residence, and hostel to a proper place as directed	6 units per day
7	Drain cleaning ó once in a month	300 running meter per day

Signature of Contractor

Note : The present/existing Service Provider has been engaging 24 contractual workers for Sanitation/ Cleanliness Services. (16 workers at Rehmankhara, 4 workers at R.B. Road Campus and 04 workers at CISH-RRS, Malda (W.B.))

Terms & Conditions

1. The Outsourcing of regular jobs- for providing Cleanliness and Sanitation Services at CISH Rehmankhara and at R.B. Road Campus , Lucknow separately shall have to be undertaken without causing any damage to the Institute properties. In case, any damages is caused by the workers deployed by the contractor to do the work, the same shall be recovered from the contractor and the total damage will be estimated by the Director, CISH, Lucknow and contractor shall agree for recovery of the same from his monthly bills.
2. Scope of Work:- The scope of work as defined in Schedule III. Any other minor work may be assigned by the competent Authority without any extra payment.
3. The CISH will supply unfiltered water/ tube well water at Selected site free of cost. However, contractor will make his own arrangements for distribution of water from the point of supply and all the needed equipments, instruments of work, materials and expert manpower and workers (plus uniform to the workers will be provided by the Contractor as per requirement, at his own cost) have to be arranged at his end and at own cost.
4. Progress Report: The contractor will have to submit progress report of each month by the 7th of the succeeding month showing the materials supplied at site and also the detailed works executed on ground. He will give report of works done on day to day basis to the Designated Officer.
5. Transportation : The contractor shall make his own transportation arrangements for all the workers and the required materials to site of works including for disposal of any waste material to the authorized dumping grounds. Burning of waste grassed/ plants in the lawns/ beds/ by road side etc. is not allowed at any cost. No extra charge will be paid by CISH. Any hazardous materials/ item to be disposed of as per directions and at designated sites.
6. The contractor shall not sublet the work without prior written permission of the Institute.
7. The firm will raise a bill by 10th day of every month and submit the same to office; payment will be released by CISH, lucknow in the form of e-payment to the firm subject to satisfactory performance of contracted services to be recorded by the designated officer. Copies of documents such as deposit receipt along with list of persons showing deposit of EPF, ESI etc. of the previous month with the concerned firm is also to be deposited along with the bill (in triplicate). **The contractor has to ensure that the payment for the preceding month is disbursed to workman/staff latest by 7th day of the month.** All statutory deductions/ Government levies, if any, shall be made from the payment due to the contractor. If the services of landscape and horticultural features by the contractor is found to be not as per our terms and conditions, in the contract and is not found satisfactory, a penalty as deemed fit, shall be imposed and deducted from the monthly bill of the contract at the discretion of Director, Central Institute for Subtropical Horticulture, Rehmankhara, Lucknow whose decision will be final and binding on the contractor.
8. The contractor shall certify that the wages have been disbursed to each labourer as per contract Labour (Regulation and Abolition) Act, 1970.
9. The above Services shall have to be provided for the entire Premises of the Institute at CISH, Rehmankhara, at R.B. Road Campus, Lucknow and CISH-RRS, Malda (W.B.).
10. The agency shall employ good and reliable persons with robust health and clean record. No person below 18 years of age should be deployed. In case any of the personnel so provided is not found suitable, the Institute shall have the right to ask for immediate replacement without giving any reasons thereof and the agency shall over all and/ or shall/ will have to replace such persons immediately on receipt of a oral/ written communication.

11. Any compensation for disengagement on account of death, disability of any workers provided for deployment in the Institute campus (during working hours), even if such disability manifests after the termination of the contract shall be contractor's exclusive liability. The contractor should insure the person engaged by him for job contract work at CISH, Lucknow for all coverage of causality, death or accident.
12. The contractor is wholly responsible to provide the personnel in the Institute premises and if any accident/ untoward incident happen, on account of improper workmanship with the concerned person during duty, the whole responsibility for settling the case with police/ court lies with the contractor.
13. The workers engaged by contractor on job contract will not be on payroll of the CISH, Lucknow and will not be entitled to any benefit as applicable to the employee of ICAR.
14. The rates have to be quoted separately for Rehmankhara, R. B. Road Campus, Lucknow and CISH-RRS, Malda (W.B.) should inclusive of cost of each and every item including transportation cost, manpower cost etc. The Institute shall not bear any extra charge on any account whatsoever i.e. EPF contribution, ESI contribution, taxes etc.
15. The contractor will discharge all his legal obligations in respect of the workers to be employed / deployed by him for the execution of the work in respect of their wages and service conditions and shall also comply with all the rules and regulations and provisions of law in force that may be applicable to them from time to time. The contractor shall indemnify and keep indemnified the CISH/ Council from any claims, loss or damages that may be caused to it on account of any failure to comply with the obligations under various laws. In case of any dispute, the decision of Director of the Institute shall be final and binding on the contractor.
16. The selected agency shall provide the necessary personnel for providing above services separately **at CISH, Rehmankhara, R.B.Road Campus, Lucknow and its CISH-RRS, Malda (WB)** as per labour acts prevalent in Govt. of UP/GOI/West Bengal Govt.
17. The contractor shall make payment of wages to each as per Contract Labour (Regulation and Abolition) Act- 1970, and in accordance with minimum wages act to the personnel engaged by him by 7th of the following month in the premises of CISH in the presence of an officer designated for the purpose by the Competent Authority, CISH by cheque, so that there is no disruption in the performance of duties of deployed personnel. Wage should be paid according to the Minimum Wages Act of Uttar Pradesh Govt./Govt. of India/ West Bengal Govt and together with statutory Acts applicable by Govt. of UP/GOI/W.B. from time to time. CISH reserves the right to check periodically the status of the payment of wages made by him to personnel deployed by demanding to furnish copies of wages register/muster roll etc. to the CISH for having paid all the dues to the persons deployed by the Contractor for the work under the Agreement. The obligation is imposed on the Contractor to ensure that the Contractor is fulfilling his commitments towards his contract workers so deployed under various Labour Laws.
18. The selected contractor or his representative shall be bound to follow the directions/instructions of the Director, CISH, Lucknow or the designated Officer (s).
19. **Personal Supervision** : It will be the Contractor's responsibility to ensure that the obligations under the terms of this agreement are duly performed and observed by him/her and his/their designated staff. (Supervisor).
20. **Complaints and Improvements** : The Contractor shall carry out such improvements as may be necessary by the Institute's Administration for ensuring satisfactory service of **Cleanliness and sanitation services** to the Institute.

21. Summary Termination of the Contract : In the event of instances of gross misbehavior, theft, burglary, moral turpitude, misuse of the Institute's property etc. by the Contractor or by any workmen/staff or agent of the Contractor, CISH may forthwith terminate this contract summarily without any previous notice to Contractor and Contractor shall have to claim whatsoever against CISH.
22. **Contractor to vacate the site on Termination/Expiry:** Immediately on the termination or expiry of this contract, the Contractor and its employees and agents shall peacefully vacate the premises and handover all articles, equipments, furniture and fixtures belonging to CISH and entrusted in its custody and shall remove all its stores and effects. In case of default, CISH shall be entitled to enter into the stores or remove the stores or the effects wherever lying of the Contractor and to dispose of the same by sale or otherwise without being liable for any damage.
23. No other costs, charges, wages, dues and compensation whatsoever to workmen/staff or other persons engaged by the contractor shall be payable by CISH, Lucknow or shall be claimed by the contractor from CISH, Lucknow for the services required to be rendered by the Contractor over and above the said contractual payment.
24. Online tender **duly signed on all pages of the document** shall be submitted along with the technical bid and financial bid. Online Tender for **Cleanliness and sanitation services** at CISH, Rehmankhura/ R. B. Road Campus, Lucknow and CISH-RRS, Malda(WB), failing which the tender shall not be considered.
25. In case of any loss and damage done to the property of CISH attributable to the personnel of contractor the full damages will be recovered from the agency/ Contractor.
26. Under no circumstances, the Institute shall be made liable or additional monetary involvement other than what has been mutually agreed upon. In case of any of the above contingencies, the one part/first party herein CISH, Lucknow will have the right to terminate this agreement forthwith without notice and will not be liable to any damages and/or loss which may be suffered by the Contract Agency on account of termination of this agreement.
27. The worker deployed by the contractor shall not develop social relationship with Institute Staff.
28. The worker shall be provided with every necessary material, dress, marks, gloves etc. required/ related to the outsourced job to be performed etc., by the Contractor.
29. The workers are to be issued with identify card and also ESI card immediately by the contractor. The workers have to display identify card as and when they enter into/out CISH, Lucknow.
30. The workers of the contractor should invariably make entries in the register kept at the gate before entering the premises.
31. The contractor/Agency will furnish list of workers 15 days in advance to be deployed in the forthcoming month with the full particulars of the personnel sponsored including details like Name, Father's Name, Age, Photograph, Permanent Address, Telephone Number, Aadhar No. etc and they will also ensure the verification of the antecedents of such personnel and also ensure that they possess the requisite experience for rendering the requisite services to the CISH, Lucknow.
32. In case of regularly deputed personnel not reporting for duty, the service provider shall depute some other similar personnel for performance of duty under prior intimation to Officer In-Charge.
33. **Failure to Exercise Institute's rights:** Any commission on the part of CISH at any time to exercise any of its rights under the terms of the Cleanliness and sanitation services shall in no way impair or affect the validity of the terms and the rights of CISH to enforce its rights at any time subsequent.

34. **Contract period :** This agreement with successful contracting firm/Contractor shall be enforced for a period of 12 months from the date of execution of the contract (with first three months as period of observation for satisfactory supply of services) and may be extended for another 12 months at a time subject to maximum duration of 2 years during the prior of contract on such terms and conditions as are mutually agreed upon.
35. The contractor agrees and undertakes to meet all taxes, rates, charges, levies or claims whatsoever as may be imposed by the State/Central Govt. or any local body or authority. The Contractor agrees to furnish such proof of payments or compliance of the obligations including Registration Certificate, Clearance Certificate etc. as may be required by the Institute from time to time.
36. The contractor and his workmen/staff shall devote their full attention to the work of Cleanliness and sanitation services of the Institute and its R.B. Road Campus and CISH-RRS, Malda (WB). They shall discharge his obligations as mentioned in the agreement most diligently and honestly.
37. In case the contractor or any of his workmen/staff fails to fulfill their obligations for any day or any number of days to the satisfaction of the Institute for any reason whatsoever he shall be liable for imposition of financial penalty without prejudice to its other rights and shall be entitled to deduct such damages from the amount payable to him.
38. In case the Contractor assigns or sub-contracts this contract without written approval of the Institute or attempts to do so, the Institute shall have the right to terminate the agreement without giving any notice to the Contractor.
39. The Institute shall have the right to without any reasonable sums from the amounts payable to the Contractor under this contract, if the Contractor commits break of any of the terms and conditions to the satisfaction of the Institute and if the quality performance of contract with regard Cleanliness and sanitation services are found unsatisfactory, the Institute shall have the right to terminate this agreement. (a) The agreement shall be terminated without notice on gross violation or by efflux of time or it may be terminated on account of un- satisfactory services by One months notice at the option of the Institute. The contractor shall also have the option to terminate the agreement after giving one months notice to the Institute. On termination of contract by the Institute for any reason whatsoever , the Institute shall be entitled to engage the services of any other person, agency or Contractor to meet the Contractor being declared insolvent by competent Court of Law.
40. The Contractor shall maintain highest standard and quality in the services. The Institute shall also have the right to insist on getting any service of maintenance related to Institute, which has already been performed if the same was not carried out to the satisfaction of the Institute.
41. The Director of the Institute shall be the sole authority to judge and decide on the quality of the services rendered by the Contractor. All questions relating to the performance of the obligations under the agreement and all the disputes and differences which shall arise either during or after the agreement period or matters, arising out of or relating to the agreement or payments to be made in pursuance thereof shall be decided by the Director of the Institute. The Contractor hereby agrees to be bound by the decisions of the Director.
42. The Service Provider shall ensure that the person dployed are discipllined and shall enforce in prohibition of consumption of alcoholic drinks, paan, smoking, loitering and shall not engage in any immoral act.
43. The Contract Period denoted period for which cleaning service is required. One month is equivalent to 30 cleaning days and one year is equivalent to 365 cleaning days. Buyer shall make payment on prorated basis for number of days cleaning is performed.

44. Suggested: Cleaning and maintenance staff should be present from 8.30 A.M. to 4.30 P.M. Cleaning should be completed in office cited premises prior to opening of office hours i.e. 9.30 A.M. so that work in office does not get interrupted in the middle for cleaning purpose.
45. The agency shall maintain sufficient stock of all items required for cleaning of the premise.
46. The Buyer Department shall have the right to inspect the cleaning site at any time and also to issue such orders and direction to the organisation as may be considered necessary. The organisation shall ensure that such orders are complied forthwith.
47. **Penalty clause/Liquidated damages clause:**
- a. That the contractor shall be responsible for the faithful compliance of the work award order. Any breach or failure to perform the same may result in termination of the work order and forfeiture of the Security deposit.
- b. An amount of Rs.500/- will be levied as liquidated damages per day. Whenever and wherever it is found that the work is not up to the mark in any point it will be brought to the notice of supervisory staff of the firm by Institute and if no action is taken within an hour liquidated damage clause will be invoked.
- c. Any misconduct / misbehavior on the part of manpower deployed by the agency will be viewed seriously.
- d. **The present/existing Service Provider has been engaging 24 contractual workers for sanitation/ cleanliness Services. (16 workers at Rehmankhera, 4 workers at R.B. Road Campus and 04 workers at CISH-RRS, Malda (W.B.))**
48. If any question or dispute arise between the parties here to or there representative with respect to the meaning or effect of any clauses of this agreement or about the right of liabilities of the parties hereto, then such a question or dispute shall be referred to the arbitrator and such arbitrator shall be appointed by the ICAR/CISH his award shall be governed by the provisions of the Arbitration and Conciliation Act 1996 for time being in force in India Union and shall be binding on both the parties hereto.
49. The contractor shall bear all the costs and expense in respect of all charges, stamp duties of Rs. 100/- etc. relating to this agreement.
50. Notwithstanding anything contained herein before, it is agreed that the Director shall have the right to after, modify and or add such other terms and conditions considered necessary by the Institute and the Contractor in such case shall abide by the same.

The Director, ICAR-CISH reserves the right to reject any or all Tenders in whole or in part without assigning any reasons there off. The decision of Director, ICAR-CISH shall be final and binding on the contractor/agency in respect of any clause covered under the Contract.

SENIOR ADMINIDTRATIVE OFFICER

BID FORM AND PRICE SCHEDULES

Date ____

To,
The Director,
ICAR-Central Institute for Subtropical Horticulture,
Rehmanikhera, Kakori,
Lucknow-226101 (UP) India

Ref. Your bidding documents No. ____ dated ____

Having examined the above mentioned bidding documents, including addenda Nos ____ (if any), the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver ____ (description of goods and services) in conformity with the said bidding documents for the sum as shown in the price schedules, attached herewith and made part of this bid.

We undertake, if our bid is accepted, to deliver the goods and complete the services in accordance with the delivery schedule specified in the Schedule of Requirements after fulfilling all the applicable requirements incorporated in the above referred bidding documents.

If our bid is accepted, we will provide you with performance security as per the instructions specified in GCC clause 14 and in a form acceptable to you for a sum equivalent to 10 % (ten percent) of the contract price for the due performance of the contract.

We agree to abide by this bid for the bid validity period specified in the tender (read with modification, if any, in the Bid Data Sheet) or for the subsequently extended period. If any, agreed to by us and it shall remain binding up on us and may be accepted at any time before the expiration of that period.

Until a format contract is prepared and executed, this bid together with your written acceptance thereof and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive. Dated this ____ Day of ____ 20__

Signature
(in the capacity of)
Duly authorized to sign bid for and on behalf of

SECTION II/3
BANK GUARANTEE FORM FOR BID SECURITY

Whereas í í í í í í í í í í í í í í í í (name of bidder) (herein after called òthe bidderö) has submitted his bid dated í í í í í í í í í í .. [dated] for the supply of í í í í í í í í .. (brief description of the relevant goods and services) (herein after called òthe bidö).

KNOW ALL PEOPLE by these presents that We í í í í í í í í í í (name of the bank) having registered office at í í í í í í í í .. (full address) (herein after called òthe bankö) are bound unto í í í í í í í í .. (name of the purchaser) (herein after called òthe purchaserö) in the sum of í í í í í í í í .. (amount in figures and in words) for which payment well and truly to be, made to the said purchaser, the bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said bank this í í í í í í í í í í í í . Day of í í í í í í í í í í .. 20í í .

THE CONDITIONS of this obligations are :

1. If the bidder

- I. Withdraws its bid during the period of bid validity specified by the bidder on the bid form; or
- II. Does not accept the correction of errors in accordance with the Instruction to Bidders

OR

2. If the bidder, having been notified of the acceptance of its bid by the purchaser during the period of bid validity.

- I. Fails or refuses to execute the contract form, if required; or
- II. Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

We undertake to pay to the purchaser upto the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand the purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the above mentioned two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 60 (sixty) days after the period of bid validity and any demand in respect thereof should reach the bank not later than the above date.

Signature of the Bank
SEAL of the Bank

Date -----
Place-----

SECTION-II/4

BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

To

The Director,

ICAR-CISH

Lucknow-266101(U.P.)

WHEREAS í í í í í í í í í í í í í í í í í í í . (name and address of supplier) (hereinafter called ò the supplierö) has taken , in pursuance of contract No. _____ dated _____ to supply _____ (description of goods and services) (hereinafter call ò the contractö).

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a recognized bank acceptable to you, for the sum specified therein as security for compliance with its (supplier's) obligations in accordance with the contract.

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of _____ (amount of the guarantee in words and figures) such sum being payable in the types and proportions of currencies in which the contract price is payable, and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We further undertake to pay you the sum so demanded notwithstanding any dispute raised by the supplier in any suit or proceedings pending before any court or tribunal relating thereto liability under this present being absolute and univocal.

We also hereby waive the necessity of your demanding the said amount from the supplier before presenting us with the demand.

We further agree that you shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder; to vary any of the terms and conditions of the contract or to extend the time of performance by the supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by you against the supplier and to forbear or enforce any of the terms and conditions relating to the contract and we shall not be relieved from our liability under this guarantee.

This guarantee shall be valid and shall remain in force until _____ day of _____
200 ---

(Name of the Bank)

Signature

Name of the officer

Designation of the Officer

Code No. with full address .

Financial Bid

(This financial bid to be enclosed in a separate envelop)

Last Date for receipt of Tender : 02.07.2019 at 11.00 AM

Date of opening of Technical Bid : 02.07.2019 at 11.30 am

To

The Director,
Central Institute for Subtropical Horticulture,
Rehmankhera, P.O. Kakori,
Lucknow 6 226 101

Sir,

I/We wish to submit our Tenders for the job work/service contract for providing Cleanliness and sanitation services at CISH, Rehmankhera, at R.B. Road Campus, Lucknow and CISH-RRS, Malda (W.B.) on the following rates.

Sl. No.	Nature of Work as per outsourcing Format	R.B. Road Campus, Lko	Block-1, Rehman-khera, Lko	Block-II, Rehman-khera, Lko	Block-III, Rehman-khera, Lko	Block-IV, Rehman-khera, Lko	Total Area	Total cost
1.	Sweeping and wet wiping by scented phenyl of the floor area of office building, laboratory building, canteen, processing hall, Biotech lab, Library, Directors block, trainees hostel, biocontrol lab, workshop and packaging hall, electric substation, store, farm office building, staircases of residential quarters, guest and office building etc.	807 sqm	200 sqm	2250 sqm	70 sqm	85 sqm	3412 sqm	
2.	Toilet cleaning - seat and urinal pans cleaning by Harpic, providing toilet freshener, tiles cleaning etc complete as directed High Intensive Area (Like Washrooms, Entrance Lobbies/Receptions *etc.)	30 nos. (120 sqm)	03 nos. (10 sqm)	32 nos. (192 sqm) +150sqm *	01 no. (4sqm)	01 no. (4 sqm)	67 nos. 480 sqm	
3.	Dry Brooming (in front of office between canteen and PHM lab, dome, open court yard of trainees hostel, in front of farm office building and other stores of the farm section	2890 sqm	1200 sqm	6000 sqm	1200 sqm	500 sqm	11790 sqm	
4.	Overhead tank cleaning with the help of bleaching powder by skilled personnel	01 no.	01 no.	01 no.	0	0	03 nos.	
5.	PVC / RCC tank (up to 500L it Capacity) cleaning with the help of bleaching powder by skilled personnel	PVC Tank of 12 nos. RCC Tank of 18 nos.	PVC Tank of 03 nos.	PVC Tank of 10 nos.	PVC Tank of 01 no.	PVC Tank of 01 nos. .	PVC Tank of 27 nos. RCC Tank of 18 nos.	
6.	Pumping of septic tank (fortnightly)	01 no.	0	0	0	0	01 no.	
7.	Clearing of choked sewage line.	Per running meter	Per running meter	Per running meter	Per running meter	0	Per running meter	
8.	Clearing of choked main holes .	Each no.	Each no.	Each no.	Each no.	0	Each no.	

9.	Clearing of septic tank .	02 no.	-	02 no.	01 no.	0	05 nos.	
10.	House Keeping ó Daily in Office /hostel, to maintain, furniture, fan and tube light, cleaning of glazed windows and fix glazed panels and other appliances (spider web removing etc) by cleaning liquid (colin/equivalent) (15 room, 2 dormitory, entrance lounge, training room, dining hall, common room, Lab and farm office, Directors block, auditorium, dome, administration, laboratories, Biotech lab, PHM and Packaging hall, staircase railing)	35 unit	01 unit	17 unit	0	0	53 unit	
11.	Farm road cleaning ó Brooming of farm road, chopping of grass / weeds both sides of the road	600 running meter (residential area and hostel)	580 running meter (residential area)	600 running meter	0	0	1780 running meter	
12.	Disposal of waste ó Collected from office buildings, residences, and hostel to a proper place as directed	24 unit	01 unit	24 unit	01 unit	01 unit	51 unit	
13.	Drain cleaning ó once in a month	300 running meter	0	850 running meter	0	0	1150 running meter	
14.	Sweeping and Vacuum cleaning of floor and wall panels by scented phenyl of the floor area of the auditorium, museum etc. (power vacuum cleaner to be arrange by contactor and cleaning of wall panels, floor, curtains will be cleaned properly once in a month.	0	0	350 sqm	0	0	350 sqm	

Sl.No.	Area type	Frequency		Cost
1.	Indoor Area (Like Sitting room, Cabins, Laboratory, Library, Administration, work shop, farm office, guest house and training hostel, Staircase etc.)	Once per day	3412 sqm	
2.	High Intensive Area (Like Washrooms, Entrance Lobbies/Receptions etc.)	Twice a day	480 sqm	
3.	Outdoor Area (Like Garages, Parking, Roads inside the campus etc.)	Once per day	6790 sqm	
4.	Exterior of the Building	Once per week	5000 sqm	
5.	Vacuum cleaning of floor carpets, panels and curtains of auditorium	Monthly	350 sqm	
6.	Overhead tank cleaning with the help of bleaching powder by skilled personnel	Quarterly	03 nos.	
7.	PVC / RCC tank (up to 500L it Capacity) cleaning with the help of bleaching powder by skilled personnel	Quarterly	PVC Tank ó 27 nos. RCC Tank ó 18 nos.	
8.	Pumping of septic tank	fortnightly	01 no.	
9.	Clearing of choked sewage line.	Need base	250 running meter	
10.	Clearing of choked main holes .	Need base	40 nos.	
11.	Clearing of septic tank .	Need base	05 nos.	

12.	House Keeping ó Daily in Office /hostel, to maintain, furniture, fan and tube light, cleaning of glazed windows and fix glazed panels and other appliances (spider web removing etc) by cleaning liquid (colin/equivalent) (15 room, 2 dormitory, entrance lounge, training room, dining hall, common room, Lab and farm office, Directors block, auditorium, dome, administration, laboratories, Biotech lab, PHM and Packaging hall, staircase railing)	Once per day	53 unit	
13.	Farm road cleaning ó Brooming of farm road, chopping of grass / weeds both sides of the road	Once per day	1780 running meter	
14.	Disposal of waste ó Collected from office buildings, residences, and hostel to a proper place as directed	Once per day	51 unit	
15.	Drain cleaning	Once in a month	1150 running meter	

CISH-RRS, MALDA (W.B.)

Sl. No.	Nature of Work as per outsourcing Format	Quarterly Requirement	Total cost involved
1	Sweeping and wet wiping by scented phenyl of the floor area	1000 sq. m per day	
2	Brooming of surroundings of the office / lab / trainees hostel including chopping of grass and weeds	2000 sq. m per day	
3	Toilet cleaning - seat and urinal pans cleaning by Harpic, providing toilet freshner, tiles cleaning etc complete as directed	20 nos.	
4	PVC / RCC tank cleaning with the help of bleaching powder by skilled personnel PVC Tank ó 12 nos. RCC Tank ó 18 nos.	8 x 1500 litres tanks (PVC)	
5	Farm road cleaning ó Brooming of farm road, chopping of grass / weeds both sides of the road daily.	1000 running meter per day	
6	Disposal of waste ó Collected from office buildings, residence, and hostel to a proper place as directed	6 units per day	
7	Drain cleaning ó once in a month	300 running meter per day	

Note:- The Service charges quoted should be inclusive of wages, EPF, ESI, other statutory liabilities, materials, transport etc. except GST.

Signature of Contractor

I/We agree to forfeit of the Earnest money, if I/We failed to comply with any of the terms and conditions in whole or in part laid down in the tender form.

I/We have carefully read the Terms & Conditions of the Tender and are agreed to abide by these in letter & spirit.

Signature Name & Address of the Firm
Telephone/Mobile No.

Note : The present/existing Service Provider has been engaging 24 contractual workers for sanitation/ cleanliness Services. (16 workers at Rehmankhara, 4 workers at R.B. Road Campus and 04 workers at CISH-RRS, Malda (W.B.))

(TO BE GIVEN ON LETTER HEAD OF THE FIRM/AGENCY/COMPANY)

From

Full Name & Address of the Tenderer in
addition to Post Box No. (if any, should
be quoted in all communications to this
office) :

Telephone No. :

Telegraphic Address/FAX/Cellular No.:

E-Mail address :

To

The Director,
ICAR-CISH, Rehmanpura,
P.O. Kakori,
Lucknow - 226 101

Date : 2019

Reg: Work- Declaration of non-involvement in any illegal activities.

I/ We hereby declare that my firm M/s/.....
..... has never been involved in any
illegal activities, charged for financial misappropriation/ fraud/ embezzlement etc. nor any criminal
case is pending against me / us, my / our firm in any court of law.

signature ..

Authorized Signatory/ Signatories

(Seal of the Contracting Firm)

Annexure -III
Technical Bid Enlosures

The following documents are required to be enclosed along with the technical bid, in sealed envelope.

- a) Registration certificate of the firm under the work contract of the Govt. of UP/GOI/W.B.
- b) Minimum Annual turnover of the firm not less than Rs. 25,00,000.00 (Rupees Twenty five lakhs only) during the last financial year.
- c) Last three years experience of the firm in the field of providing such services in Central /state Govt. establishments/Autonomous bodies of Govt./ Corporations of Govt./reputed public organizations. Please provide the details in enclosed tabular form (Schedule-I).
- d) Certified Balance Sheet of the firm for last two years by the Chartered Accountant.
- e) Duly certified copies of the satisfactory services in the organization of State/ Government of India where the Tenderer has provided the services for the last three years.
- f) Employee EPF registration certificate issued by local govt. etc. List of Nos. of labour registered under EPF under the firm. List of Minimum 20 nos. (Labour) required along with their respective EPF contribution. Documentary proof of payment vouchers may be attached.
- g) Employee ESI registration certificate issued by local govt. etc. List of Nos. of labour registered under ESI. Minimum 20 nos. (labour) required and their ESI contributions. Documentary proof of payment vouchers may be attached.
- h) The agency must have registration with service tax department and submit a self attested Photo copy.
- i) It should be declared by the tenderer that whether the firm has any legal suit/ criminal case pending against it for violation to PF/ESI, Minimum wages Act or other laws (give details). The firm/ agency must enclose a certificate indicating that there is no criminal/legal suit pending or contemplated against them on a non Judicial stamp paper of Rs. 100.00.

Note : The concerned firm/ Agency/ Company should bring them in original on the date of Tender opening.
