

# DELHI POLLUTION CONTROL COMMITTEE

4<sup>th</sup> & 5<sup>TH</sup> FLOOR: ISBT BUILDING: KASHMERE GATE: DELHI-6

F.No.DPCC/Sanitation/CT/2012/161 3-161 5

Date:- 19-11-2015

## E-TENDER NOTICE

### Sub:-Quotation for Sanitation Service with all cleaning material / items in DPCC office.

As directed it is informed that quotations are invited through E-procurement platform (<https://govtprocurement.delhi.gov.in>) for sanitation service with all cleaning materials / items for 12,284 sq. ft. space / area occupied by DPCC at 5<sup>th</sup> & 6<sup>th</sup> floor of ISBT Building, Kashmere Gate, Delhi-06.

#### A. DETAILS OF TENDER

- a) Last date for submitting E-Quotation :- 04-12-2015 at 01.00 PM  
b) Opening of E-Quotation :- 04-12-2015 at 04.00 PM

#### B. Eligibility Criteria:-

Following Essential Documents should be submitted with the technical bid failing which the tender shall be rejected:-

1. Earnest Money of Rs. 15,000/- (Fifteen Thousand Only) in the form of DD in favour of "Delhi Pollution Control Committee". Scanned copy of Earnest Money shall also uploaded on E-procurement website.
2. Self attested copies of Service Tax Number.
3. Self attested copies of PAN Number.
4. Self attested copies of ESI & EPF registration certificate
5. Self attested copies of experience certificate having minimum of Three years experience in the field of providing Sanitation Service in Government Department.

#### C. Terms & Conditions

1. The consolidated rate per sq. ft. should be quoted excluding Service Tax, VAT (if any), statutory levies & other charges [taxes (if any), misc. Charges etc.].
2. Sealed Technical Bids comprising of Earnest Money and mandatory documents under "**Eligibility Criteria**" should reach in office of Delhi Pollution Control Committee, 6th Floor, ISBT Bldg., Kashmere Gate, Delhi-110006 latest by 04-12-2015 PM on 01.00 PM. The technical quotation envelop should be superscribed "Technical Bids for Sanitation Service" and addressed to Member Secretary, 5th Floor, ISBT Bldg., Kashmere Gate, Delhi-110006 and be dropped in quotation box placed at Enquiry Counter.
3. The agency shall provide the sanitation service on all working days from 9.30 AM to 6.00 PM.
4. Presently DPCC is functioning at 5<sup>th</sup> & 6<sup>th</sup> Floor. The total space / area occupied by DPCC is approx. 12,284 sq. ft. (5<sup>th</sup> Floor – 8355 & 6<sup>th</sup> floor – 3929 sq. ft.) including Toilet (01- Ladies & 01- Gents) and staircase of 5<sup>th</sup> to 6<sup>th</sup> floor etc. The space occupied by DPCC at 6<sup>th</sup> floor is temporary allotted by DTIDC due to ongoing renovation work at 4<sup>th</sup> floor. The working area which may be decreased / reduced in future.

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5. The agency shall be responsible for compliance of all statutory of labor law and other Government obligations under Central / State Govt. enactment.
6. The agency shall provide all relevant cleaning material and nothing will be provided by this office. All the sanitation personnel must be well behaved.
7. In case of successful bidder(s) found in breach of any conditions(s) of the tender / agreement at any stage, the legal action as per laws / rules shall be initiated against the agency and security money shall be forfeited.
8. Payment will be made to the concerned agency on monthly basis against the submission of bill in duplicate by the agency concerned.
9. The contract will be valid for a period of one year from the date of awarding the contract which may be extended for further two years subject to satisfactory service on the same rates, terms & Conditions.
10. Successful bidder(s) will have to give an undertaking on Rs. 100/- non-judicial stamp paper to the department for complying with the terms & conditions to be laid by the department.
11. Successful bidder(s) will have to furnish performance security / guarantee equal to 10% of total annual agreed work value in form of fixed deposit in favour of Delhi Pollution Control Committee for a period of one year.
12. The Competent Authority, DPCC reserves the right to reject any or all the tenders without assigning any reason, whatsoever.

This issue with the approval of competent authority.



ADMINISTRATIVE OFFICER

Copy to:-

- ✓ 1. SEE (IT):- with request to upload the tender on DPCC website.
2. Notice Board of DPCC.
3. Enquiry Counter for kind information and necessary action please.