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Sainik School
 Kapurthala - 144601
 Punjab

No.SSKP/790/Tender/QM

15 Sep 2021

E-PUBLISHING TENDER NOTICE: WASHING SERVICES (BUILT & OPERATE BASIS) FOR SAINIK SCHOOL KAPURTHALA (PUNJAB)- 144601 FOR THE PERIOD FROM 06 OCT 2021 TO 05 Oct 2022 EXTENDABLE UPTO 3 MONTHS IN CASE OF STATE EMERGENCY

1. Bids are invited from bidders (registered firm (s) / contractor (s)) on behalf of Principal Sainik School Kapurthala for providing Washing Services (BUILT & OPERATE BASIS) which is uploaded as additional tender documents in the tender ID as per details given below:-

- | | | | |
|-----|---|---|---|
| (a) | Tender No | - | 02/790/Tender/2021-22 |
| (b) | Description of items | - | WASHING SERVICES (BUILT & OPERATE BASIS) |
| (c) | Qty (in Kgs/Nos) | - | As Appx 'A' attached. |
| (d) | Period and terms of delivery | - | Provide the Services as per the school requirement. |
| (e) | Address for website from where tender documents could be downloaded | - | https://eprocure.gov.in or www.sskapurthala.com |

2. The tender reference number of the subject tender is 02/790/Tender/2021-22. The firms registered with CPP Portal may download the tender documents if so desired, from the <https://eprocure.gov.in> Or www.sskapurthala.com. The dates with respect to the Tender reference No 02/790/Tender/2021-22 are as under:-

Ser No	Items	Date	Time
(a)	Published Date	15 Sep 2021	1200h
(b)	Bid document download	15 Sep 2021	1200h
(c)	Clarification Start date	15 Sep 2021	1200h
(d)	Bid submission start	15 Sep 2021	1200h
(e)	Clarification end date	05 Oct 2021	1130h
(f)	Bid submission end	05 Oct 2021	1130h
(g)	Bid opening start	05 Oct 2021	1135h

3. Intending Bidders may kindly note:-

(a) Bidders are required to spell out the rates inclusive of GST, Customs duty, Excise Duty, Sales Tax, in unambiguous terms, otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices.

(b) The RFP is being issued with no financial commitment and purchaser reserves the right to change or vary any part thereof at any stage. Purchaser also reserves the right to withdraw the RFP if be so necessary at any stage.

4. Manually submitted documents will be opened and scrutinized by a School Board of Officers. If any discrepancy or omission in documents submitted by the firms will be found, the tender of such firm will be rejected by the Board of Officers.

5. General conditions of the supplies will be as under:-

(a) Your rates will be inclusive of transportation, accommodation, rent, taxes if any and other incidental charges for delivery of the same at Sainik School Kapurthala (Punjab)- 144601.

(b) The rates will remain valid for the entire contract period from **06 Oct 2021 to 05 Oct 2022**, (extendable to 3 months in case of state emergency or Pandemic), whereas the purchase of the items will be made during the period in question on day to day basis and as per demand.

(c) All clothes will be collected by the contractor at 1430 hrs on daily basis from Cadets Hostel and total number of clothes will be entered in a separate register, maintained separately for each house for each cadet. House Captain Signature, Hostel Supdts signature along with the Dhobi's signature will be annotated in the particular register. This register will be put up for Adm Officer's signature once in a week and the clothes will be returned to Cadets only through their representative / Matron / Hostel Supdts.

(d) The contractor will be given a suitable room in the hostel complex for the ironing purpose wherein the cadets will drop the clothes as per the timings mentioned below:-

Ser No	Days	Time	
		Summer	Winter
(i)	Monday - Saturday	0530hrs - 0800hrs 1630hrs - 1830hrs	0600hrs - 0800hrs 1600hrs - 1800hrs

(e) Minimum washes with quantity for each section of the school would be as under:-

Ser No	Particulars	Min. of Washes Per month	Max. numbers of clothes per month
(i)	Clothes (Cadets)	08	56 (including Private Clothes)
(ii)	Mess Staff Clothes	08	Unlimited
(ii)	Hospital Clothes & Linen	08	Unlimited

(f) In case cadets are not present in the school or school is closed, during the period of contract, 10% of lump sum rate per person will be payable by school to contractor as retention fee during the above said period.

(g) Principal Sainik School Kapurthala reserves the right to place demands on the successful tenderer for only the actual quantities required. No claim for compensation will be entertained in the quantities which are over / under or in case the demand is not placed at all. Delivery period for supply of item would be from the placement of supply order. Maximum duration of delivery period will be intimated by the supply order or period / work completion for the said tender would be within the given period of time as per the contract agreement. Please note that contract can be cancelled unilaterally by the Buyer in case items are not received within the contracted delivery period. Extension of contracted delivery period will be at the sole discretion of the Buyer.

(h) The Principal Sainik School Kapurthala reserves to himself the right of any amendment, cancellation and changes to the tender notice in whole or in part without assigning any reason or any prior information and to discontinue taking the supplies from you any day without notice to you and you will have no right to claim any compensation on this account.

- (i) In case you fail to produce the demanded items at the given time and date, your firm will be debarred from participating in tender activity for Local Purchase in future.
- (j) Items will be inspected by the Principal Sainik School Kapurthala or his representative before acceptance.
- (k) All items rejected at the time of inspection before acceptance will be taken back by you immediately.
- (l) Payment through RTGS / Cheque will be made. Each wash should be of satisfactory standard. Any unsatisfactory wash will be rejected and no payment will be made for such wash. All clothes must be laid out properly for inspection before acceptance.
- (m) The Supplier shall not be entitled for any additional payment during the tenure of this contract due to subsequent increase in cost of materials, transportation costs, labour charges etc.
- (n) Decision of the Principal Sainik School Kapurthala in all the matters will be final and binding on you.
- (o) Keeping in mind current threat perception, security alerts, pandemic situation in country due to COVID-19, contractors to abide by rules and regulations of State Govt and ensure COVID-19 appropriate behavior of their representatives with Supply Point Staff and behave in a professional manner of highest standards, failing which necessary action will be initiated against defaulters as per order of Principal Sainik School Kapurthala.
- (p) In purview of spread of COVID-19, all contractors / representatives to abide by the under mentioned hygiene and sanitation guidelines:-
- (i) Person suffering from any symptoms of headache, fever, cough or cold will not enter the premises of Sainik School Kapurthala.
 - (ii) All contractors /representatives to wear mask and gloves at all times.
 - (iii) Checking of temperature and cleaning of hands will be carried out at the gate and your staff will fully adhere to all directions passed by the school authorities.
 - (iv) Adequate distance min 6 ft to be maintained between individuals to avoid spread of COVID-19.

6. The firm / supplier is responsible to maintain hygiene and sanitation at Dhobi Ghatt, Sainik School Kapurthala.
7. The supplier / firm, will strictly adhere to the instructions on the subject.
8. Tenderer is to give his PAN and bank details in Tender form.

Yours faithfully,

Sd/-xx x x x x
Offg Adm Officer
For Principal

SAINIK SCHOOL, KAPURTHALA
TENDER FORM - WASHING SERVICES (BUILT & OPERATE BASIS)

<p>Name of the Tender (Firm Name) :</p> <p>(Photo Copy of following documents are to be attached)</p> <p style="text-align: center;">Registration No:</p> <p style="text-align: center;">GST No:</p> <p style="text-align: center;">PAN CARD No:</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Complete postal address with PIN Code and Telephone No. and Email</p>	
<p>Bank Details:</p> <p>Name of Beneficiary: _____</p> <p>Saving Bank Account Number: _____</p> <p>IFSC Code of Bank _____</p>	<p>Bank Name and address of Beneficiary:</p> <p>_____</p>
<p>Earnest Money details – Bid Security Declaration (as per Appendix ‘C’) Should be attached.</p>	
<p>Cost of Tender Form</p>	<p>:Bank Draft No/ Receipt No: _____</p> <p>dated _____ for Rs 500/- payable in favour of “Principal, Sainik School, Kapurthala”</p>
<p>Certified that:-</p> <ol style="list-style-type: none"> 1. I have read the RFP, (Signed each Page) and understood in my language. 2. I have to provide the Washing Services as per the school requirement. 	
<p>Date :</p>	<p>_____</p> <p>Name (in Block Letters):</p> <p>Signature of Tenderer with Office Seal, If any</p>
<p>Note: - Non blacklisting Certificate, is to be submitted. Clearly mention all rates inclusive of all taxes as applicable, No overwriting / whitener / Cutting / erasing is accepted. Vendor is to submit duly signed copy of RFP alongwith tender form.</p>	

LIST OF ITEMS ATTACHED AS APPENDIX – ‘A’

RATES FOR "WASHING SERVICES"

Ser. No.	Details of Services	Name of Firm M/s	
		Rate. for Students	Rate for Staff
	<u>WASHING & IRONING</u>		
1.	Per Student (Approx 625 Students) / Staff per month for 08 washes (for 56 clothes including school uniform, quilt cover, Bed Sheets, Bed Covers & Private Clothes)		
2.	Per piece over and above maximum limit and other section		
3.	Mess Staff Clothes & Linen (Lump sum per month) 8 washes (including Private Clothes)		
4.	Hospital Clothing & Linen (Lump sum per month) 8 washes including Quilt Cover, Bed Cover etc)		
5.	<u>IRONING CHARGES PER ITEM</u>		
	(a) Trouser		
	(b) Shirt		
	(c) Coat/Blazer		
	(d) Woolen Shirt		
	(e) Woolen Pant		
	(f) Jersey		
6.	<u>DRY CLEANING</u>		
	(a) Trouser		
	(b) Coat/Blazer		
	(c) Pullover with sleeves		
	(d) Pullover without sleeves		
	(e) Neck Tie, Scarf, Jackets		
7.	<u>NCC ITEMS</u>		
	(a) Dari		
	(b) Kit Bag		
	(c) Pagri		
	(d) Jersey Washing		
8.	<u>SPORTS ITEMS WASHING & PRESSING CHARGES</u>		
	(a) Short		
	(b) T Shirt		
	(c) Mattress Cover		
	(d) Sports Socks		
	(e) Sports Vets		
9.	<u>QM SECTION ITEMS WASHING & PRESSING CHARGES</u>		
	(a) Bed Covers Single		
	(b) Bed Covers Double		
	(c) Curtains		
	(d) Towels		
	(e) Band Uniform Washing		
	(f) Band Uniform Dry Cleaning		

Terms & Conditions, if any:-

Date: _____

(Signature of Tenderer with seal if any)
Name (in Block Letters):