

REQUEST FOR PROPOSAL (RFP)

**INVITATION OF BIDS FOR CONSERVANCY CONTRACT
AT NATIONAL HYDROGRAPHIC OFFICE, DEHRADUN**

Request For Proposal (RFP) No. HO/ADMIN/007/2015-16/C dated 05 Jan 16.

1. Bids in sealed cover are invited for Supply of conservancy services listed in Part II of this RFP at National Hydrographic Office, Dehradun. Please subscribe the above mentioned title, RFP No. and date of Opening of the Bids on the sealed cover to avoid the Bid being declared invalid. All bids to be submitted according to RFP format/ preferably in the same document. Failure to do so will necessitate declaration of the bid as invalid.

2. The address and contact Nos. for sending Bids or seeking clarifications regarding this RFP are given below –

- | | | |
|----|--|--|
| a. | Bids/queries to be addressed to: | <u>JDOH(ADMIN), NHO Dehradun</u> |
| b. | Postal address for sending the Bids: | <u>National Hydrographic Office</u>
<u>107-A, Rajpur Road</u>
<u>Dehradun 248001, Uttarakhand</u> |
| c. | Name / Designation of the contact personnel: | CDRAshish Arya, JDOH(ADMIN) |
| d. | Telephone No. of the contact personnel: | 0135-2747365 Ext 109 |
| e. | email id of the contact personnel: | incho-navy@nic.in |
| f. | Fax No. | 0135-2748373 |

3. This RFP is divided into Five parts as follows:-

- a. Part-I - Contains general information and instructions for the Bidders about the RFP such as the Time, Place of submission and opening of tenders, validity period of tender, etc.
- b. Part-II - Contains essential details of the items/ services required, such as the Schedule of requirements (SOR), technical specifications.
- c. Part-III - Contains standard conditions of RFP, which will form part of the Contract with the successful bidder.
- d. Part-IV - Contain special conditions applicable to this RFP and which will also form part of the Contract with the successful Bidder.
- e. Part-V – Contain evaluation criteria and format for price bids.

4. RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.

5. The cost of tender is Rs. 100/- (Rupees One Hundred only) (non refundable). The payment will be accepted by demand Draft/Pay Order on favour of The Chief Hydrographer, Payable at Dehradun only (Cash will not be accepted)

(Ashish Arya)
Commander
JDOH(ADMIN)
for Chief Hydrographer

Part I – General Information

1. **Last date and time for depositing the Bids:**
20 Jan 16 by 1200 Hrs
The sealed Bids (both technical and Commercial) should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.
2. **Manner of depositing the Bids:** Sealed Bids should be either dropped in the Tender Box marked as “Tender Box” or sent by registered post at the address given ibid so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non-delivery/non-receipt of Bid documents. Bids sent by FAX or e-mail will not be considered. Quoting of rates other than RFP format will be not be considered.
3. **Time and date for opening of Bids:**
At 1500 Hrs on 20 Jan 16
(If due to any exigency, the due date **20 Jan 16** opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer).
4. **Location of the Tender Box:**
Guard Room, NHO
Only those Bids that are found in the tender box will be opened. Bids dropped in the wrong Box will be rendered invalid.
5. **Place of opening of the Bids:**
At JDOH(ADMIN) Office. , NHO
The Bidders may depute their representatives, duly authorised in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.
6. **Two-Bid system:** Only the Technical Bid would be opened on the time and date mentioned above. Date of opening of the commercial Bid will be intimated after acceptance of the Technical Bids. Commercial Bids of only those firms will be opened, whose Technical Bids are found compliant/suitable after Technical evaluation is done by the Buyer.
7. **Forwarding of Bids:** Bids should be forwarded by the Bidders under their original memo/letter pad inter alia furnishing details like PAN number, Bank address with NEFT Account if applicable, etc and complete postal & e-mail address of their office.
8. **Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing about the clarifications sought not later than **7(days)** days prior to the date of opening of the Bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents. A pre bid meeting shall be held on **15 Jan 16 from 1630 to 1700 Hrs** for clarification of any contents of RFP.

9. **Modification and Withdrawal of Bids:** A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the Buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security.
10. **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.
11. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.
12. **Unwillingness to quote :** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.
13. **Validity of Bids:** The Bids should remain valid till 120 days from the last date of submission of the Bids.
14. **Earnest Money Deposit:** Bidders are requested to submit Earnest Money Deposit (EMD) for amount of **Rs. 50000.00 (Rupees Fifty Thousand only)** along with their bids in favour of **The Chief Hydrographer, NHO**. The EMD may be submitted in the form of an Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Public sector banks or a private sector bank authorized to conduct government business as per Form DPM-16. EMD is to remain valid for a period of forty-five days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the Contract. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Security from them as called for in the Contract. EMD is not required to be submitted by those Bidders who are registered for same services with the Central Purchase Organization (e.g. DGS&D), National Small Industries Corporation (NSIC) or any Department of MoD or MoD itself. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.
15. **Certificates by Vendor.** It is mandatory for the vendor to fill up the Schedule of Requirement of Technical Bid at Appendix 'B' and Fall Clause certificate at Appendix 'C' to this RFP and submit the same along with the bid submitted.

PART II – Essential Details of – CONSERVANCY

1. Number of Safiawalas and Supervisor may be maintained and required on daily basis as per term and condition of contract:

2. **Schedule of requirements** - List of items / services requires is placed at **Appendix'D'**. The scope of work (services) required is as follows:

- a) Cleaning of all roads, roadside, side walks open drains along roads and those close to the office, open area, back spaces of offices, hard standing, plinth areas, scooter and cycle stands, car parking and all the floors of Admin building and New Press Building including surrounding area and common areas daily and as required.
- b) Cleaning of all doors, windows, porches, roofs etc of all buildings from the outer sides once every fortnight with clean and efficient material.
- c) Cleaning and removal of wild growth of various types in all open areas, back yards of the office, and on roof of buildings once a fortnight and as required.
- d) Cleaning of all toilets and all floors of Admin and New Press Building at least twice daily with effective material such that high standard of sanitary and hygiene is maintained.
- e) Collection and cleaning of garbage and other loose rubbish from selected points and disposing them at site approx 500 Mtrs from the working site daily as directed.
- f) Marking of sides of roads with florescent paint and culverts with lime wash. Colouring open drain sides with 'Cement Wash' once every three months and as required. Tree platforms are to be lime washed and edges to be painted with red colour once every three months and as required.
- g) Clearing of KBA Press, FAG Machine and Plate Making Section everyday.
- h) Hard standings close to the office areas are to be scrubbed with hard brush and detergents to be used as required to remove all stains, fungus growth etc.
- i) Maintenance and upkeep of office surrounding so that a neat and tidy look is always maintained.
- j) Any other items of work within the frame work of upkeep and maintenance as assigned on need basis and for special occasions etc.

3. **DELIVERY PERIOD** The successful Bidder / Contractor will require to sign an agreement with the Buyer within 15 days from the date of written intimation to this effect. Please note that contract can be cancelled unilaterally by the Buyer in case contracted items are not received within the contracted delivery period. Extension of contracted delivery period will be at the sole discretion of the Buyer, with applicability of LD clause.

PART III - STANDARD CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of the standard conditions of the request for proposal mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of the bid submitted by the Bidder.

1. **Law:** The Contract shall be considered and made in accordance with the Laws of republic if India. The Contract shall be governed by and interpreted in accordance with the Laws of the Republic of India.

2. **Effective Date of Contract :** The Contract shall come into effect from date of signing of contract and shall remain valid for a period of one year until the completion of the obligations of the parties under the Contract. The deliveries and supplies and performance of the services shall commence from the effective date of Contract.

3 **Arbitration:** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussion. Any dispute, disagreement or question arising out of or relative to the Contract or relating to construction or performance, which can not be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per Forms DPM-7, DPM-8 and DPM – 9 (Available in MoD website and can be provided on request).

4. **Penalty for use of Undue influence:** The Seller undertake that he has not given, offered or promise to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or for borne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Govt. of India for showing or for bearing to show favour or disfavor to any person in relation to the present Contract or any other Contract with the Govt. of India. Any breach of the aforesaid undertaking by the Seller or anyone employed by him or acting on his behalf, (whether with or without the knowledge of the Seller) or the commission of any offers by the Seller or anyone employed by him or acting on his behalf, as defined in chapter IX of the Indian Penal Court, 1860 or the prevention of corruption act, 1986 or any other act enacted for the prevention of corruption shall entitle the Buyer to cancel the Contract and all or any other Contracts with the Seller and recover from the Seller the amount of any lose arising from such cancellation. A decision of the Buyer or his nominee to the effect that breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering any gift , bribe or inducement or any attempt at any such act on behalf of the Seller towards any officers/employee of the Buyer or to any person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other Contract, shall rendered the Seller to such liability / penalty as the Buyer may deem proper, including but not limited to the termination of the Contract , imposition of penal damages, forfeiture of the bank guarantee and refund of the amounts paid by the Buyer.

5. **Agents / Agency Commission** The Seller confirms and declares to the Buyer that the Seller is the original manufacturer of the stores/provider of the services referred to in this contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its

functionaries, whether officially or unofficially, to the award of the contract to the Seller; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Seller agrees that it is established at any time to the satisfaction of the Buyer that the present declaration is in any way incorrect or if at a later stage it is discovered by the Buyer that the Seller has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of the contract, the Seller will be liable to refund that amount to the Buyer. The Seller will also be debarred from entering into any supply contract with the Government of India for a minimum period of five years. The Buyer will also have a right to consider cancellation of the contract either wholly or in part, without any entitlement or compensation to the Seller who shall in such and event be liable to refund all payments made by the Buyer in terms of the contract along with interest at the rate of 2% per annum above LIBOR rate. The Buyer will also have the right to recover any such amount from any contracts concluded earlier with the Government of India.

6. **Access to Books of Accounts:** In case it is found to the satisfaction of the Buyer that the Seller has engaged an Agent or paid commission or influenced any person to obtain the Contract as described in clauses relating to agents/Agency Commission and penalty for use of undue influence, the Seller, on a specific request of the Buyer, shall provide necessary information/inspection of the relevant financial documents/information.

7. **Non-disclosure of Contract documents:** Except with the written consent of the Buyer / Seller, other party shall not disclose the Contract or any provision. Specification, plan design, pattern, sample or information thereof to any third party.

8. **Liquidated Damages:** In the event of the Seller's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods/services etc as specified in this Contract, the Buyer may, at his discretion, withhold any payment until the completion of the Contract. The Buyer may also deduct from the Seller as agreed, liquidated damages to the sum of 0.5% of the Contract price of the delayed / undelivered store/services mentioned above for every week of delay or part of a week, subject to the maximum value of the liquidated damages being not higher than 10% of the value of delayed stores/services.

9. **Termination of Contract:** The Buyer shall have the right to terminate this Contract in Part or in full in any of the following cases:-

- a) The delivery of the material is delayed for causes not attributable to Force Majeure for more than **01** month after the scheduled date of delivery.
- b) The Seller is declared bankrupt or becomes insolvent.
- c) The delivery of material is delayed due to causes of Force Majeure by more than **03** months provided Force Majeure clause is included in Contract.
- d) The Buyer has noticed that the Seller has utilized the services of any Indian/Foreign agent in getting this Contract and paid any commission to such individual/Company etc.
- e) As per decision of the Arbitration Tribunal.
- f) Unilaterally by Buyer if the vendor is not confirming to any of the existing Rules / Acts

10. **Notices:** Any notice required or permitted by the Contract shall be written in the English language and may be delivered personally or may be sent by FAX or registered pre-paid mail/air mail, addressed to the last known address of the party to whom it is sent.

11. **Transfer and Sub-letting:** The Seller has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof.

12. **Patents and other Industrial Property Rights:** The prices stated in the present Contract shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other industrial property rights. The Seller shall indemnify the Buyer against all claims from a third party at any time on account of the infringement of any or all the rights mentioned in the previous paragraphs, whether such claims arise in respect of manufacture or use. The Seller shall be responsible for the completion of the supplies including spares, tools, technical literature and training aggregates irrespective of the fact of infringement of the supplies, irrespective of the fact of infringement of any or all the rights mentioned above.

13. **Amendments:** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

14. **Taxes and Duties:**

(a) If bidder desires to ask for excise duty or Sales Tax / Service Tax / VAT extra, the same must be specifically stated. In the absence of any such stipulation, it will be presumed that the prices include all such charges and no claim for the same will be entertained.

(b) On the Bids quoting sales tax / service tax / VAT extra, the rate and the nature if Tax applicable at the time of supply should be shown separately. Taxes will be paid to the Seller at the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale / services is legally liable to sales tax / service tax and the same is payable as per terms of the contract.

(c) If reimbursement of any Duty/Tax is intended as extra over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of such duty/tax will be entertained after the opening of tenders.

(d) If a Bidder chooses to quote a price inclusive of any duty/tax and does not confirm inclusive of such duty/tax so included is firm and final, he should clearly indicate the rate of such duty/tax and quantum of such duty/tax included in the price. Failure to do so may result in ignoring of such offers summarily.

(e) If a Bidder is exempted from payment of any duty/tax up to any value of supplies from them, he should clearly state that no such duty/tax will be charged by him up to the limit of exemption which he may have. If any concession is available in regard to rate/quantum of any duty/tax, it should be brought out clearly. Stipulations like, the said duty/tax was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by a Bidder that such duty/tax will not be charged by him even if the same becomes applicable later on.

In respect of the Bidders, who fail to comply with this requirement, their quoted prices shall be loaded with the quantum of such duty/tax which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders.

(f) Any change in any duty/tax upward/downward as a result of any statutory variation in excise taking place within contract terms shall be allowed to the extent of actual quantum of such duty/tax paid by the supplier. Similarly, in case of downward revision in any duty/tax, the actual quantum of reduction of such duty/tax shall be reimbursed to the Buyer by the Seller. All such adjustments shall include all reliefs, exemption, rebates, concession etc. if any obtained by the Seller.

PART IV - SPECIAL CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of Bid submitted by the Bidder.

1. **Performance Guarantee:** The Bidder will be required to furnish a Performance Guarantee by way of Bank Guarantee through a public sector bank or a private sector bank authorized to conduct government business (ICICI Bank Ltd., Axis Bank Ltd or HDFC Bank Ltd.) for a sum equal to **10% of the Contract value** within 30 days of signing of the contract. Performance Bank Guarantee should be valid up to 60 days beyond the date of end of contract. The specimen of PBG is given in Form DPM-15, (Available in MoD website and can be provided on request).

2. **Option Clause:** Not Applicable

3. **Repeat Order Clause:** Not Applicable

4. **Tolerance Clause:** Not Applicable

5. **Payment Terms:** It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/EFT mechanism instead of payment through cheque, wherever feasible. A copy of the model mandate form prescribed by RBI to be submitted by Contractor for receiving payments through ECS is at Form DPM -11 (Available in MoD website and can be given on request). The payment will be made as per the following terms, on production of the requisite documents:

(a) Monthly Payment.

(aa) The following is to be ensured

- (i) Payment to all workers will be done through Bank accounts.
- (ii) Wages paid as per the minimum wages promulgated by Central Govt.
- (iii) Service Charges per month
- (iv) Cost of material supplied during the month.
- (v) Service tax applicable
- (vi) EDLI & Admin Charges.

(ab) Monthly payment will be made against following documents:-

- i) Ink-signed copy of contingent bill
- ii) Ink-signed copy of consolidated bill by vendor for items at 1(a) above.

- iii) Copy of Contract with U.O. number and date of IFA's concurrence, where required under delegation of powers.
- iv) Form of register of wages-Cum-Muster roll as per form XVIII.
- v) Xerox copy of PBG.
- vi) Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code.(if these details are not incorporated in contract)
- vii) Certified copy of material delivered to the contract operating authority in two installments.

(b) Payment of EPF and ESI

(aa) The following components will be paid as arrears against documentary evidence on quarterly

- (i) Employers EPF share
- (ii) Employers ESI share

(ab) Payment of EPF and ESI will be done on the basis of the following:-

- (i) Ink-signed copy of Contingent bill.
- (ii) Ink-signed copy of bill by vendor for items at 2(a) above
- (iii) Register of persons employed on Form XIII
- (iv) Challan of amount deposited with respective government agencies.

(c) The Contractor shall submit a consolidated monthly bill for the amount due for the services rendered during the preceding one-month by the 10th of the month verified by the representative of the customer. The payment for the services will be made to the Contractor in arrears and no advance payment will be made to the Contractor. The Contractor shall also enclose a certificate on the bill of having paid minimum wages to the labourers as per rates promulgated by Govt. of Uttarakhand. The payment will be made through DCDA (N), project Seabird, RK Puram, New Delhi.

(d) Amount of Penalty / Risk Expenses etc., if any will be deducted from the billing amount.

6. **Advance Payments:** no advance payment(s) will be made.

7. **Paying Authority:**

(a) **Dy Controller of Defence Accounts (Navy), Project Sea bird, West Block-V, RK Puram, New delhi-66**

The payments of bills will be made on submission of the documents, by the Seller to the Paying authority along with the bill as per para 5 1 (b) and 2 (a).

8. **Fall clause:**

(a) The price charged for the stores / services to be supplied under the contract by the Contractor shall in no event exceed the lowest prices at which the Contractor sells

the stores / services of offer to sell stores / services of identical description to any persons / organisation including the purchaser or any department of the Central Government or any department of the state government or any statutory undertaking the central or state government as the case may be during the period till performance of all supply orders placed during the currency of the rate contract is completed.

(b) The Seller shall furnish the following certificate to the paying authority along with each bill for payment for supplies made against the contract – “We certify that there has been no reduction in sale price of the stores / services of description identical to the stores / services supplied to the government under the contract herein and such stores / services have not been offered / sold by me / us to any person / organisation including the purchaser or any department of the central government or any department of the state government or any statutory undertaking of the central or state government as the case may be upto the date of completion of supplies against all supply orders placed during the contract except for quantity of stores / services categories under sub-clauses(a), (b) and (c) of sub para (ii) above details of which are given below:-

9. **Force Majeure Clause:** In the event of either party being tendered physically unable by Force Majeure to perform any obligation required to be performed by them under the Contract if any concluded, the relative organization of the party affected by such Force Majeure shall be suspended for a period during which such case actually lasts. The term “Force Majeure” as employed hereinafter shall mean acts of God. Civil rights, fire directly affecting the performance of the Contractor, flood and acts, and regulations of respective Government of the two parties, namely the Government and the Contractor upon the occurrence of such case and upon termination, the party alleging that it has been rendered unable as aforesaid thereby shall notify the other party in writing within 72(seventy two) hours of the alleged beginning and ending thereof giving full particulars and satisfactory evidence in support of its claim. If deliveries of services are suspended by Force Majeure conditions, lasting for more than one month, the National Hydrographic Office shall have the option of canceling this Contract in whole or part of his discretion without any liability at his part.

10. **Penalty / Risk & Expense:** In case, the Contractor fails to carry out on any day, any of the work mentioned in part-II or fails to supply sanitary materials as per enclosure-I or fails short in providing requisite manpower, on account of such breach pro rata recovery through Risk & Expenses along with penalty equal to 1% of the total monthly charges everyday of absence / short supply of manpower / material will be recovered from the monthly bill of the Contractor. The quantum of recovery will be decided by the Officer-In-Charge which will be binding & final.

11. The customer will have the right to make good any shortfall in the services of the Contractor at his risk and cost by hiring manpowers and purchasing cleaning materials from outside agency, in addition to deduction of penalty mentioned above from the monthly bill of the firm or from the PBG submitted by the firm.

12. In case of Contractor providing substandard / inferior quality cleaning materials, the customer will have the right to make good this shortcoming from open market, and in such cases, while deciding pro-rata recovery on account of supply of substandard material by the Contractor, prevalent market rates would be taken into consideration.

13. The customer shall be entitled to deduct from the pending bills of the Contractor all such sums of money as may be claimed by the Government in terms of herein mentioned clauses of this agreement. Any sum of money not covered by the amount of the said bills shall be liable to be deducted from the PBG / Security Deposit of the firm.

14. **Minimum Wages:** The Contractor should ensure payment of existing minimum wages as per minimum Wages Act, 1948 as revised from time to time to the Conservancy labourers deployed by him. Non-adherence to the minimum Wages Act, 1948 will result in cancellation of the contract, forfeiting of EMD/PBG and appropriate administrative action. The Contractor would be required to ensure payment to the manpower to be deployed by him for execution of the proposed Conservancy contract as per the existing minimum wages promulgated by the Ministry of Labour & Employment, for Uttarakhand, to the skilled/unskilled workers. **Any revision in the wages will be payed to the contractor as an arrear on providing the documentary proof.**

15. **EPF, ESI, EDLI and Service Tax:** The amount of EPF, ESI, EDLI and service tax shall be quoted strictly as per prescribed Govt. rates. However payment for these statutory obligations will be made in arrears on production of documentary evidence to the effect that the same has been deposited by the Contractor in the concerned account.

16. The Contractor shall obtain a valid license from the competent Licensing officer under the provisions of Contract Labour (Regulation and Abolition) Act, 1970 and Contract Labour (Regulation and Abolition) Central rules, 1971 within 90 days from the date of awarding of contract. If the Contractor is refused a license for any reason whatsoever or fails to obtain the license within the stipulated period, the contract shall automatically stand terminated and the customer shall be at liberty to recover losses, if any, from the security deposit cum Performance Guarantee of the Contractor.

17. The Contractor shall also abide by the provisions of the Child Labour (Provision and Regulation) Act, 1986.

18. The Contractor shall pay to the labour employed by him wages as per the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and Contract Labour (Regulation and Abolition) Central rules, 1971.

19. The Contractor shall fix the wage period not exceeding one month to make payment to the labourers employed by him and shall ensure payment before expiry of the 10th day after the last of the wage period.

20. Officer-In-Charge, NHO will nominate an authorized representative who will be present at the place and time of the disbursement of the wages and the Contractor shall ensure the disbursement of the wages in the presence of the authorized representative. The place and time of the disbursement shall invariably be in the work premises and during the working hours of the office and the same shall be intimated by the Contractor in advance. The bill for Conservancy services should be furnished alongwith the copy of wage roll countersigned by the authorised rep of National Hydrographic Office.

21. It shall be the responsibility of the contractor to issue employment card to each labour as per the prescribed format and to maintain the muster roll, the wage register and other registers as provided in the Contract Labour (Regulation and Abolition) Act.

22. The Contractor shall arrange for such facilities as provided for in the Contract Labour (Regulation and Abolition) Act for the welfare and health of the labour employed on work.

23. The Contractor agrees to indemnify the customer against all claims for compensation by or on behalf of any workman employed by him in connection with this agreement for injury for death by accident under the Workman Compensation Act (Act VIII of 1923).

24. **Police Verification:** At all times, the Contractor will be responsible to ensure that workers engaged by him are security cleared by Police Station of worker's residing area. Police verification is to be submitted at least 10 days prior to commencement of the contract. The Contractor will also ensure that no person employed by him for the services has been / is involved in any activity against the interest of state.

25. The Contractor shall be responsible for all commissions and omissions on part of manpower engaged for the purpose. Officer-In-charge, NHO shall not be responsible in any manner whatsoever, in matters of injury/death/health etc. of the Contractor's employees performing duties under this contract.

26. The Contractor shall be obliged and solely responsible to comply with all statutory security requirements in respect of the manpower engaged by the firm and NHO / Integrated Headquarters of Ministry of Defence (Navy) shall not be a party to any dispute arising out of such deployment by the Contractor.

27. The manpower deployed by the Contractor under this contract shall be the employee of the Contractor and in no circumstances shall ever have any claim of employment with the NHO / Integrated Headquarters of Ministry of Defence (Navy).

28. **Uniform:** The Conservancy laborers deployed by the Contractor shall be in distinct/neat uniform including dungaree/shirt/trouser along with cap and pair of canvass shoes for man, and distinct suit with apron for women Conservancy staff, with logo of the firm embossed. Samples of the uniform are to be approved by the contract operating authority at least 15 days prior to commencement of the contract. Uniform of labourers should be provided twice a year.

29. The Contract Labour (Regulation and Abolition) Act 1970 as amended from time to time will be applicable to the vendor and Indian Navy during the concurrence of the presence contract.

30. **Responsibility of payment of wages as per Section 21 of CLRA – 1970.**

The Contractor shall make payment to the contract labour on monthly basis under the contract in the presence of Officer-In-Charge or an officer nominated by him in the premises of National Hydrographic Office, Rajpur Road, Dehradun on or before the 7th of every month on a date mutually convenient to both the parties. The payment in any case shall not be delayed beyond the 7th of the following month. In case the Contractor fails to make payment of wages within the period or makes short payment, Indian Navy reserves the right to make payments to the contract labour by deducting from any amount payable to the Contractor under any contract or as a debt payable by the Contractor.

31. **Registers and other Records to be maintained, section 29 of CLRA 1970**

- (a) The registers and records that will be maintained by Indian Navy is as follows:-
 - (i) Register of Contractors on form III and form XII of CLRA – 1970.
- (b) The registers and records that will be maintained by Contractor are as follows:-
 - (i) Register of persons Employed on Form XIII of CLRA – 1970.
 - (ii) Employment Card on form XIV within three days of employment of each worker.
 - (iii) Service Certificate on Form XV is to be issued to every worker on termination of employment for any reason.
 - (iv) Form of register of wages-cum-muster roll as per form XVIII of CLRA – 1970.
 - (v) Wage Slip as per Form XIX of CLRA – 1970, which will be issued to each worker on the day the wages is paid in the presence of the representative of the Principal employer.

32. The job contract for Conservancy shall be for a period of one year with effect from the date of signing of the contract. The Officer-In-Charge, National Hydrographic Office shall however have the right to terminate the contract after giving one month's notice in writing without assigning any reasons, whatsoever and the decision of the Officer-In-Charge, National Hydrographic Office shall be final in this regard. Power in this regard shall vest with the Officer-In-Charge, National Hydrographic Office.

33. The Chief Hydrographer or The Officer-In-Charge or an officer officiating on his behalf or an officer so authorised by the Officer-In-Charge, National Hydrographic Office reserves the right to reject any or all the tenders without assigning any reason.

34. Applications will be rejected if the applicant does not submit an Income tax clearance certificate along with tender documents.

35. Applications will be rejected if all columns are not filled properly.

36. If it comes to the notice of the Chief Hydrographer, National Hydrographic Office at later stage that the applicant has concealed some material facts, the Chief Hydrographer, National Hydrographic Office will be at liberty to terminate the licence/contract or reject the tender, as the case may be.

37. The successful applicant (hereafter called Tenderer) shall be required to execute an agreement on non-judicial stamped paper of the requisite value on approved form. The stamp paper will be purchased by the licensee in his name.

38. Security Deposits can be adjusted against the losses/damages caused by the licensee to the organisation.
39. After satisfactory completion of services by the Contractor during the period of the contract including the extended period, if any, the National Hydrographic Office will refund the Security Deposit to the Contractor/licensee after adjusting its claims, if any.
40. During execution and maintenance period, agency is supposed to maintain material at site register, progress register and site instruction register. All the material to be used at the site must be verified by the Site-in-Charge/Officer-in-Charge, otherwise bill may not be accepted for payments. Same is the case with progress register and site instruction registers.
41. The Contractor shall maintain the following registers as per the Government Labour Act (R&T) 1970: -
- (a) Register of workmen as per form XIII of rule 75.
 - (b) Employment cards as per form XIV of Rule 76.
 - (c) Muster roll registers as per form XVI of Rule 78.
 - (d) Register of wages as per form XVII of Rule 78.
 - (e) Any other register/records required by the labour commissioner from time to time, shall also be maintained by the Contractor.
42. Breakdown of Wages as per Government rules should be mentioned separately.
43. The Contractor shall use a minimum of 12 Saiwalas and 01 Supervisor for eight working hours per day excluding Sunday. All the workers should be more than 18 years of age and medically fit. In case of any of the worker being found unfit, the Contractor shall immediately replace that worker. The Contractor shall have a qualified horticulture diploma/degree holder in his staff/as consultant.
44. If the Officer-in-Charge notices any discrepancy in use of men and material he may levy compensation of not exceeding 10% of the monthly contract amount.
45. The Contractor shall be responsible for any act of omission on part of his worker. He will vouch for their safe character and will be responsible for good conduct of his workers. The Contractor will ensure that the staffs employed by him do not participate in any union activities of agitations in the premises of the National Hydrographic Office.
46. Any damage done to the existing structures caused by the Contractor's personnel shall be rectified by the Contractor at his own risk and cost. Any theft or breakage caused by the Contractor's personnel shall be borne by the Contractor.
47. Contractor shall be responsible for the safe keeping of his materials and implements.
48. The normal working hours shall be from 0800 hrs to 1700 hrs with one hour lunch break.

49. Under no condition the Contractor shall appoint any Sub-Contractor. If this done, the contract shall be terminated.
50. The Contractor shall at his own cost if required, take necessary insurance cover in respect of staff and other personnel to be employed or engaged by him in condition with the services to be rendered to National Hydrographic Office, Dehradun.
51. The Contractor shall comply with all relevant labour laws as applicable to the area as existing or as mentioned during the contract period and shall indemnify National Hydrographic Office, Dehradun against all aspects of omission, faults, breaches and of any claim or demanded loss, injury and expenses to which National Hydrographic Office, Dehradun may be part or involved as a result of the Contractors failure to comply and of the obligations under the relevant acts/ laws which the Contractor is to follow.
52. The Contractor shall obtain a valid license under the Contract Labour (R&A) Act 1970 and there under before the commencement of the work and shall continue to hold it till the completion of the contract.
53. The Contractor shall not be entitled to any additional payment during the tenure of the contract due to increase in cost of labour or materials etc.
54. The Contractor on receiving any complaint shall attend to it and complete the job immediately to the satisfaction of the Officer-in-Charge.
55. In case of exigencies of service the Contractor will be required to provide Conservancy Staff beyond the normal working hours and/or on Holidays and Sundays for which advance notice of 24 hours will be given to the Contractor.
56. The Contractor or his supervisor will personally submit the report of his men material deployed on the work to the Officer-in-Charge daily in the morning and as directed by the Officer-in-Charge from time to time.
57. The Contractor and his personnel will be issued with identity cards by National Hydrographic Office. These are to be returned to National Hydrographic Office when no more required for any personnel and/or after completion of the contract. Any losses of identity cards are to be reported to National Hydrographic Office immediately. All personnel connected with the contract and their bags and baggage shall be liable for physical check both at the time of entry and passing out of the Estate Premises.
58. All the employees shall have a dress code and the summer/winter uniform shall be provided by the Contractor.
59. The standards of Conservancy shall always be to the satisfaction of the authorised representative of the Chief Hydrographer whose decision in this regard will be final and binding on the Contractor. In case of default National Hydrographic Office may get necessary improvement done at the cost of the Contractor and the amount spent on effecting the above improvement shall be deducted from the Contractor's bill.

60. If the attendance falls short of the contracted number of persons an amount as appropriate per person shall be deducted from the bill.
61. Notwithstanding any provision of the standard clauses of the agreement the Chief Hydrographer shall be at liberty to terminate the agreement by giving one month's notice and nothing shall be payable as compensation on amount of such termination.
62. The National Hydrographic Office may for security reasons direct the Contractor not to employ such personnel who in the opinion of the National Hydrographic Office don't satisfy the security aspects. This will be binding on the Contractor.
63. Payment of bills will be made in 12 equal installments of the contracted amount payment every month subject to the satisfactory performance. The payments will be made through CDA (Navy), New Delhi. Though this office shall make every endeavor to get the payment released from CDA (Navy), New Delhi within a reasonable period, but this office will not be responsible for the delay in payment from CDA (Navy). In case of continued unsatisfactory work, a penalty not exceeding 10% of the contracted amount will be charged and deducted from the bill for the month.
64. All items required for the contract as per enclosure I, will be provided by the Contractor.
65. The stamp duty will be borne by the Contractor.
66. The duration of the contract shall be for one year from the date mutually agreed upon but not later than one week of the signing agreement.
67. All weekly operations as listed in the schedule of quantity will be carried out on Saturdays.
68. The Contractor shall comply at his own cost with the provisions of all laws, rules, orders and regulations whether central or state or local bodies as applicable in respect of such contract from time to time. The National Hydrographic Office will be in no way responsible for any neglect or omission on the Contractor's part of the rules and regulations. These acts, rules include without limitations the following: -
- (a) Minimum Wages Act and Rules and Orders modifications issued there under from time to time.
 - (b) Contract Labour (Regulation and Abolition) Act, 1970 with rules. Orders and notification made there under from time to time.
 - (c) Industrial Disputes Act 1947.
 - (d) The workmen compensation act.
 - (e) Mines, factories or shop and commercial act whichever applicable.
 - (f) Payment of gratuity act 1972.
 - (g) Payment of bonus act 1965.

- (h) Payment of wages act.
- (j) All other acts/rules, regulation by laws, others notifications etc. applicable for such contract.

69. The payment to the workers shall be made on or before 07th of every month.

70. The Contractors/Firms/Agencies should be in possession of employees Provident Fund number with a documentary proof.

71. The contract may be renewable at the mutual consent of the Contractor and National Hydrographic Office at the end of each year for a period not exceeding one year and no increase in rates shall be allowable.

PART – V EVALUATION CRITERIA & PRICE BID ISSUES

1. **Evaluation Criteria:** The board guidelines for evaluation of Bids will be as follows:
 - a. Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP, both technically and commercially.
 - b. In respect of Two-Bid system, the technical Bids forwarded by the Bidders will be evaluated by the Buyer with reference to the technical characteristics of the equipment as mentioned in the RFP. The compliance of Technical Bids would be determined on the basis of the parameters specified in the RFP. The Price Bids of only those Bidders will be opened whose Technical Bids would clear the technical evaluation.
 - c. The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder as per the Price Format given at Para 3 below. The consideration of taxes and duties in evaluation process will be as follows:
 - i. In cases where only indigenous Bidders are competing, all taxes and duties (including those for which exemption certificate are issued) quoted by the Bidders will be considered. The ultimate cost to the Buyer would be the deciding factor for ranking of Bids.
 - d. The Bidders are required to spell out the rates of Customs duty, Excise duty, VAT, Service Tax, etc in unambiguous terms; otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices. If reimbursement of Customs duty /Excise Duty/ VAT is intended as extra, over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of such duties will be entrained after the opening of tenders. If a bidder chooses to quote a price inclusive of any duty and does not confirm inclusive of such duty so included is firm and final, he should clearly indicate the rate of such duty and quantum of excise duty included in the price. Failure to do so may result in ignoring of such offers summarily. If a Bidder is exempted from payment of Customs duty/ Excise Duty/ VAT duty upto any value of supplies from them, they should clearly state that no excise duty will be charged by them up to the limit of exemption which they may have. If any concession is available in regard to rate/quantum of Customs duty/ Excise Duty/ VAT, it should be brought out clearly. Stipulations like, excise duty was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by the Bidder that excise duty will not be charged by him even if the same becomes applicable later on. In respect of the Bidders who fail to comply with this requirement, their quoted prices shall be loaded with the quantum of excise duty which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders. The same logic applies to Customs duty and VAT also.

2. **COMMERCIAL BID – CONSERVANCY CONTRACT**

- a). The Contract shall include cost of all labours, stores, materials including cleaning gear etc. which will be required for execution of the jobs listed in the tender documents.
- b) The Contract shall employ 12 Safaiwala and 01 Supervisor to maintain the required execute of work. These work forces will be employed on all days excluding Sunday to carry out Conservancy work.
- (c) Payments will be in 12 equal installments payable every month subject to satisfactory performance.
- (d) All payment indicated above will be made through CDA (Navy) New Delhi. Though this office will make every endeavor to get the payment release from CDA (Navy) within a reasonable time in case of delay (this office will not be responsible for the payment).
- (e) The payment to the employees shall be made by the Contractor latest by 07th of every month.

RATE TENDER FOR WORKS - CONSERVANCY

(1) I/we hereby tender for the execution for the President of India of the work specified in the under written memorandum within the time specified in such memorandum at the rates specified in figures and words in the attached schedule of quantities and in accordance in all respects with the specifications, an instruction in writing referred to in the attached scope of work and conditions of contract and in all respects in accordance with such condition so far as applicable.

(2) Name of Work: Conservancy at NHO Dehradun

* (a) Cost Annual/Contract Value _____

(c) Earnest Money Rupees 50,000.00

(d) PBG 10% of the Contract value.

* note: detailed breakdown of quoted amount to be furnished by the tenderer quoting amount under various heads like Basic + VDA, EPF, ESI, service tax, cost of material, service charges etc.(Appendix 'A')

(3) Security deposits will be at uniform rate of 10% of the Contract value.

(4) Successful bidder will have to furnish security deposit (non-interest being) @ 10% of the contract value which shall be released after successful completion of contract.

Should this tender be accepted in whole or in part I/we hereby agree: -

(a) To abide by and fulfill all the terms and provisions of the said conditions annexed hereto and all the terms and provisions contained in notice inviting tender so far as applicable, and/or in default thereof to forfeit and pay to the President of India or his successors in office, the sum of money mentioned in the said conditions as sum of Rs/- 50,000/- is hereby forwarded by Demand Draft of scheduled bank guaranteed by the Reserve Bank of India drawn in favour of the Chief Hydrographer, National Hydrographic Office as earnest money. If I/we, fail to commence the work specified in the above memorandum I/we agree that the said President of India or his successors in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely otherwise the said earnest money shall be retained by him towards security deposit mentioned against clause serial 03 of the above mentioned memorandum.

(b) To execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviation as may be ordered up to a maximum of 10% at and herein after termed as the deviation limit of the tenders. The rate quoted in tender documents and those in excess of that limit at the rates to be determined in accordance with provisions contained in tender form.

(c) I/we agree that should I/we fail to commence the work specified in the above memorandum an amount equal to the amount earnest money mentioned in the form of

invitation of tender shall be absolutely forfeited to the President of India be recovered out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiencies out of any other money due to me/us or otherwise.

Signature of Tenderer

Dated the _____ day of _____ 2015

Witness 1 _____

Address _____

Occupation _____

Witness 2 _____

Address _____

Occupation _____

Appendix 'A'

3. PRICE FORMAT AS PER THE EXISTING RATES APPLICABLE FOR THE STATE OF UTTARAKHAND (Ministry of labour & Employment, Regional labour Commissioner)

SI No.	Description	Rates (per month) 12 Safaiwala (i)	Rates (per month) 01 Supervisor (ii)
(a)	Labour cost #	290X26X12= 90,480.00	328X26 = 8,528
(b)	EPF+EDLI+Admin. Charges @ 13.61% (on serial (a) above)	12,314.33	1,160.66
(c)	ESI @ 4.75% (on serial(a) above)	4297.80	405.08
(d)	Sub total (a)+(b)+(c)	1,07,092.13	10,093.74
(e)	Total Labour cost per month [sum of Sr.(d)(i)+(d)(ii)]	1,17,185.87	
(f)	Service charge (inclusive minimum wages arrears as promulgated by Central Govt)		
(g)	Sub total (e)+(f)		
(h)	Service tax @ 14% (calculated on serial (g) above)		
(i)	Material cost (MC)		
(j)	Consolidated Total Sum Total of (g) + (h) + (i)		
(k)	Sum Total (Round off)		
(l)	Total Contract Value Per Year [(k)x12]		

The labour cost shall be quoted in adherence to existing Minimum Wages published by Ministry of Labour & Employment for Uttarakhand on par day basis.

Office Seal

Signature of the tenderer
Prop/Partner

Place:

Total Contract Value =

Schedule of Requirement of Technical Bid

Guidelines for Preparation of Technical Bid:

The Technical Bid should contain the following information and details so as to enable the board of officers assess the firms financially, technically and infrastructure/ resources wise to undertake the said job:-

1. The following observations are made by the board:-
 - (a) Signed copy of Tender document submitted
 - (b) EMD for Rs 50,000 submitted as per para 14 of Part- I of ibid RFP
 - (c) Registration of Labour/Company
 - (d) Registration of Service Tax
 - (e) Registration for EPF
 - (f) Registration for ESIC
 - (g) Work experience certificate
 - (i) Supporting documents for at least one year. One labour contract for 10 labourers during last 05 years
Or
supporting documents for 02 labour contract (each of one year) for 07 labourers during last five years
Or
supporting documents for 03 labour contract (each of one year) for 05 labourers during last five years.
 - (ii) Obtained labour contract licence from labour commission.
 - (h) PAN Card of Company / IT Returns
 - (j) Total Experience in years
 - (k) Bank Solvency certificate issued not earlier than 01 May 2015.
2. Name and contact No. of Tenderer
3. Whether registered / unregistered firm / co-operative society ltd. company etc. (Copy of Certificate to be attached)
4. Total experience (in years) in upkeep, maintenance and conservancy/cleanship.

- 4.1 Experience (in years) for maintenance beautification the office complex and any other special experience of the jobs of Contract.
- 4.2 Name of the Public Sector undertaking and other Organisation where job contracts have been carried out:-

Sl.	From	to	Documentary proof
(i)			
(ii)			
(iii)			

5. Annual turnover of the tender (Years wise)

2012-2013	}	Average Annual Financial turnover during the last 03 years, ending 31 March of previous financial year should be at least Rs. 5,54,000.00
2013-2014		
2014-2015		

Note: - Audited Balance Sheets, Income-Tax Assessment orders and Income-Tax Clearance Certificate must be submitted, if applicable.

6. Total number of employees (all categories).
- 6.1 No. of Professional Supervisors in job (skilled & trained).
7. Latest Income-Tax Clearance Certificate from the Income-Tax officer, if applicable. (Furnished/Not furnished)
- 7.1 Certificate of Registration under Contract Labour (Regulation and Abolition) Act, 1970. Shop and Commercial Establishment Act. The Factories Act, 1948, Employees Provident Fund and Misc. Prov. Act, 1952 etc.
8. Particulars of earnest money Deposited.
- 8.1 Pay Order/Bank Draft No.
- 8.2 Drawn on
- 8.3 Amount in Rupees.
9. Signature of Tenderer
10. Signature of two Witness their address and occupations.

CERTIFICATE OF FALL CLAUSE

**(it is mandatory to submit this certificate, failing which
the bids will be rejected)**

“We certify that there has been no reduction in services identical to the services supplied to the Government under the contract herein and such services have not been offered / sold by me/us to any person / organisation including the purchaser or any department of central Government or any Department of a state Government or any Statutory Undertaking of the Central or State government as the case may be upto the date of bill / the date of completion of supplies against all service orders placed during the currency of the rate contract at price lower than the price charged to the government under the contract”.

Office stamp

Signature of Bidder

SCOPE OF WORK - CONSERVANCY**Month wise requirement of items to be used for carrying out above work is mentioned below**

SI	ITEMS	TO BE DELIVERED	SEP 2015	OCT 2015	NOV 2015	DEC 2015	JAN 2016	FEB 2016	MAR 2016	APR 2016	MAY 2016	JUN 2016	JUL 2016	AUG 2016	Remark
1	Duster	72 nos	6	6	6	6	6	6	6	6	6	6	6	6	
2	Poucha Large	180 nos	15	15	15	15	15	15	15	15	15	15	15	15	
3	Broom Hard	240 nos	20	20	20	20	20	20	20	20	20	20	20	20	
4	Broom Soft	72 nos	6	6	6	6	6	6	6	6	6	6	6	6	
5	Acid bottle 1 ltr	120 nos	10	10	10	10	10	10	10	10	10	10	10	10	
6	Odonil medium size	180 nos	15	15	15	15	15	15	15	15	15	15	15	15	
7	Detergent	24 nos	2	2	2	2	2	2	2	2	2	2	2	2	
8	Phenyl 1 ltr	180 bottles	15	15	15	15	15	15	15	15	15	15	15	15	
9	Naphthalene balls	36 Pkts	3	3	3	3	3	3	3	3	3	3	3	3	
10	Collin Bottle 1 ltr	36 nos	3	3	3	3	3	3	3	3	3	3	3	3	
11	Soap Toilet 300 gms	120 nos	10	10	10	10	10	10	10	10	10	10	10	10	
12	Lime	240 kgs	20	20	20	20	20	20	20	20	20	20	20	20	
13	Terracotta Snowcem	30 kgs	-	-	-	-	-	-	-	30	-	-	-	-	
14	Kuchi	10 nos	-	-	-	-	-	-	-	10	-	-	-	-	
15	Brush 4"	20 nos	-	-	-	-	-	-	-	20	-	-	-	-	
16	Brush 2"	10 nos	-	-	-	-	-	-	-	10	-	-	-	-	
17	Fevicol	10 kgs	-	-	-	-	-	-	-	10	-	-	-	-	
18	DDL	20 ltrs	-	-	-	-	-	-	-	10	-	-	10	-	
19	Blue	2 kgs	-	-	-	-	-	-	-	2	-	-	-	-	
20	Cement Wash 50 kg	20 bags	-	-	-	-	-	-	-	20	-	-	-	-	
21	Towel Small	18 nos	-	-	-	-	-	-	-	18	-	-	-	-	
22	Hand Cart	04 nos	-	-	1	-	-	1	-	-	1	-	-	1	
23	Comb	13 nos	2	1	1	1	1	1	1	1	1	1	1	1	
24	Talwar	15	2	-	2	-	3	-	3	1	2	1	-	1	
25	Spade	8	1	-	1	1	1	-	-	1	1	1	-	1	
26	Scrubbing Brush	30	4	-	2	2	2	2	4	4	4	2	2	2	
27	Cowboy Brush	15	2	-	1	1	1	2	1	2	2	1	1	1	
28	Gash Bag	100 pkts	8	8	8	8	8	8	8	10	10	8	8	8	
29	Gash Drum	08 nos	1	1	-	1	1	1	1	1	1	1	-	1	
30	Plastic Brush for bath room	08 nos	1	1	-	1	1	1	1	1	1	1	-	1	

Note: The cost of cleaning material detergents, liquid soap, vim etc. including implements and other necessary aids required for the satisfactory execution of the jobs listed will be borne by the Contractor.