

YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION

ESTATE DEPARTMENT

RAJBHAVAN COMPLEX, BANER ROAD, PUNE - 411 007.

Phone No.(020) 25608408

Cleaning of Water Tanks and Water Cooler at YASHADA

2019-2021 (for 2 Years)

Cost of Tender Form	:	Rs. 500/- by D.D. or Cash
Security Deposit	:	5% of Accepted Tender Amount
Earnest Money	:	Rs. 5000/- by D.D.
Date of Submission starts	:	15/01/2019 from 10.00 am
Last date of Submission	:	24/01/2019 up to 03.00 pm

INDEX

Cleaning of Water Tanks and Water Cooler at YASHADA

2019-2021 (for 2 Years)

No.	Description	Page Nos.	
		From	To
1.	Brief Tender Notice	3	3
2.	Envelope I - Technical Bid	3	3
3.	Envelop II - Price Bid	3	3
4.	Scope of Work	4	4
5.	Terms and Conditions	5	6
6.	Declaration of the Contractor	7	7
7.	Annexure "A" / Price Bid	8	8

Issued to _____

Dated _____

Name of Work:-Cleaning of Water Tanks and Water Cooler at YASHADA

Brief Tender Notice

1. Date of Submission of tender offer in YASHADA starts from 15/01/2019 at 10.00 am to 24/01/2019 up to 3.00 pm. No tender will be accepted after above time.
2. Blank tender form is available in Estate Department in office time from 15/01/2019 to 24/01/2019 up to 01.00 pm.
3. Offer should be submitted in two envelope system as described below and filled tender has drop in tender box kept in Estate Department.

Envelope I - Technical Bid

- a) Copy of Shop Act License/Firm Registration.
- b) Copy of Pan Card.
- c) D.D. of Nationalize/Scheduled Bank in favor of Director General, Yashada for Rs. 5,000/- as EMD.
- d) Previous Work Experience (Provide work completion certificates for last 3 years for confirming 3 years' experience)

Envelope II - Price Bid

- a) Contractor to quote his offer at Page No. 8, Annexure 'A' at stipulated place in figure and in words.

Envelope I and Envelop II has to kept in third big envelop and third big envelop (tender form) has drop in tender box kept in Estate Department.

I) SCOPE OF WORK:-

1. Cleaning of water tanks and cooler as per details given below.
2. **Periodicity of work** is 1st week of month of each quarter & as and when required.

CLEANING OF UG/OH TANKS & WATER COOLER

Sr. No.	Particulars	Water Tanks and water Coolers	
		Qty.	Total Capacity in Liters
A	UNDER GROUND WATER TANK		
1	Behind Shamee Hostel	01	40000 Liters
2	D G Bungalow	01	10000 Liters
3	Chapha & Bakul Building	02	50000 Liters
4	MDC Hostel	01	160000 Liters
	Total A	05	
B	OVERHEAD WATER TANK		
1	Kojagiri, DG Bungalow	04	15000 Liters
2	Durva Hostel-I, Shamee Hostel	04	20000 Liters
3	Durva Hostel-I, Jubilee Hostel, Administration Building, PMB Building	08	60000 Liters
4	Servants Quarters (Utility Bldg), Duplex Bungalow, Parijat, Anant, Sanwad Building	08	5000 Liters
5	Lezim Hall, Academy Classroom, Chafa	05	10000 Liters
6	Library	01	2000 Liters
7	Centre for Right To Information and Record Room	01	1000 Liters
8	Bakul	02	30000 Liters
9	Faculty Launch	01	2000 Liters
10	Dormitory Building	02	6000 Liters
	Total B	36	
C	WATER COOLER		
1	Dormitory Building, Main Gate, Zhashi Canteen and Admin building	05	80/40 Liters
2	Project Management Building (PMB)	05	80/40 Liters
3	Kojagiri mess	03	80/40 Liters
4	Lezim Hall and Classroom	04	80/40 Liters
5	Jubilee Hostel	04	80/40 Liters
6	Shammi Hostel	03	80/40 Liters
7	Durva I Hostel	03	80/40 Liters
8	Durva II Hostel	03	80/40 Liters
9	Sampada Building	04	80/40 Liters
10	Sanwad Building	02	80/40 Liters
	Total C	36	

II) TERMS AND CONDITIONS

1. The company or a firm should be established before minimum 3 years from current date.
2. Works involves only cleaning of water tanks and water cooler as per standard specifications or as directed by Engineer in charge.
3. The payment of the works will be released as per stages of cleaning schedule. For which TDS and other all applicable taxes will be deducted as per the Act & rules applicable from time to time. Security Deposit shall be returned after satisfactory completion of contract and after payment of final bill adjusting any dues of Yashada.
4. Price bid should contain:- Completely filled and signed price bid with amount expressed in figure as well as words in Annexure A. The rates quoted in this price bid shall be inclusive of all taxes, duties, etc. No escalation in prices quoted on any count and of any nature, during and for the contract period, shall be payable. There should be, as far as possible, no corrections overwriting in price bid. If any correction, overwriting is inevitable it should be properly attested.
5. In case of insufficient response to this offer, Director General, YASHADA may extend the period of acceptance of offer.
6. The Director General, YASHADA reserves the right to accept / reject any offer cancel the tender at any stage.
7. In case of dispute, if any, Decision of Director General Yashada will be final & binding.
8. If the offer is accepted by Yashada, Letter of Acceptance will be given immediately. After completing formalities of depositing S.D. the work order shall be issued and simultaneously agreement shall be signed by both parties.
9. For queries, if any, before submitting the tender, bidder may contact Estate Department, Yashada.
10. For Financial offer, Bidder to quote their offer on page No. 8 of Annexure A. The offer amount in rupees will be for total two years work. (8 quarters)
11. All water tanks and water coolers should be cleaned using advance pressure pump.
12. All water tanks and water coolers should be cleaned using standard certified antibacterial and antifungal chemicals.
13. All water tanks should be sterilized using ultra violet rays.
14. All water tanks and water coolers are to be cleaned as per given schedule by Estate Department. Please define periodicity or frequency of work.

15. Yashada will not be responsible for any injuries / accidents of workers employed by the Agency at Yashada. Agency shall indemnify Yashada against any cost or compensation and injuries caused to YASHADA staff by Agency employees or any other person in work period at YASHADA.
16. Contractors to submit quarterly bills as per rate accepted by YASHADA. Running bills payment for Quarterly services as per work report with cleaning schedule, will be processed for payment and payment will be cleared within working fifteen days.
17. Validity period – The offer of the contractor shall remain valid for a minimum period of 90 days from the date fixed for opening of envelope no. 2
18. Earnest Money – Earnest money of Rs. 5000 (In Words – Five Thousand Only) along with the tender should be in form of Demand draft drawn on any Nationalized / bank in favor of Director General YASHADA, payable at Pune.
19. Security Deposit – The successful bidder shall have to pay security deposit 5% of accepted tender amount in the form of Demand draft drawn on any Nationalized Bank in favour of Director General Yashada payable at Pune.
20. The necessary stamp duty charges shall be borne by the contractor whose tender is accepted. Cost of bid shall be borne by bidder.
21. The Contractor has to submit the schedule of preventive maintenance in details to Engineer in-charge / competent authority within 15 days of agreement and should strictly follow the schedule.
22. If the Contractor fails to deliver service as per agreement clause & work schedule, the penalty will be applicable as below.
 - A) If service is delayed beyond penalty will be stipulated schedule imposed @0.5% of contract price per week of delay.
 - B) For any damages to properly due to improper handling, the value of actual as per market rate will be recovered from bill or security Deposit
23. The term of the contract may be extended on mutual consent; rates will be as per accepted tender rates on a pro rata basis for the period of extension of contract.
24. In case of disputes, the decision of Director General Yashada will be final.

III) DECLARATION OF THE CONTRACTOR

I /We hereby declare that I/We have made myself/ourselves thoroughly conversant with the local conditions regarding all materials and on which I/We have based my/our rates for this tender. The specifications and leads on the material have been carefully studied and understood before submitting this tender I/We undertake to use only the best materials approved by the Estate Manager or his duly authorized assistant during execution of the work and to abide by the decisions.

Yours faithfully,

For

Signature of the Contractor.

IV)Annexure A

Name of works:- The Cleaning of under ground/over head tanks & water cooler at Yashada Campus.

Sr. No	Particulars	Water Tanks and water Coolers	
		Qty.	Total Capacity in Liters
A	UNDER GROUND WATER TANK		
1	Behind Shamee Hostel	01	40000 Liters
2	D G Bunglow	01	10000 Liters
3	Chapha & Bakul Building	02	50000 Liters
4	MDC Hostel	01	160000 Liters
Total A		05	
B	OVERHEAD WATER TANK		
1	Kojagiri, D G Bungalow	04	15000 Liters
2	Durva Hostel -I, Shamee Hostel	04	20000 Liters
3	Durva Hostel-I, Jubilee Hostel, Administration Building, PMB Building	08	60000 Liters
4	Servants Quarters (Utility Bldg), Duplex Bungalow, Parijat, Anant, Sanwad Building	08	5000 Liters
5	Lezim Hall, Academy Classroom, Chafa	05	10000 Liters
6	Library	01	2000 Liters
7	Centre for Right To Information and Record Room	01	1000 Liters
8	Bakul	02	30000 Liters
9	Faculty Launch	01	2000 Liters
10	Dormitory Building	02	6000 Liters
Total B		36	
C	WATER COOLER		
1	Dormitory Building, Main Gate, Zhashi Canteen and admin building	05	80/40 Liters
2	Project Management Building (PMB)	05	80/40 Liters
3	Kojagiri Mess	03	80/40 Liters
4	Lezim Hall and Classroom	04	80/40 Liters
5	Jubilee Hostel	04	80/40 Liters
6	Shammi Hostel	03	80/40 Liters
7	Durva I Hostel	03	80/40 Liters
8	Durva II Hostel	03	80/40 Liters
9	Sampada Building	04	80/40 Liters
10	Sanwad Building	02	80/40 Liters
Total C		36	

I / We agree to execute the above work as per given cleaning schedule at total cost of Rs. -----
 ----- (in words -----) (for two years period) excluding GST.

Note:-GST Will be paid extra separately.

Signature and Stamp of Contractor
 Address and Contact No. of Contractor