



YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION

ESTATE DEPARTMENT

**RAJBHAVAN COMPLEX, BANER ROAD, PUNE - 411 007.
Phone No.(020) 25608408 & 25608155/164, Fax No. (020) 25608100**

**Tender for UG/OH Water Tanks and Water Cooler Cleaning Services at
Yashada (2021-2023)**

Cost of Tender Form : Rs. 500/- in cash
Security Deposit : 5% of Accepted Tender Amount
Earnest Money : Rs. 5000/- In the form of Demand Draft.
Date of Submission starts : 11/05/2021 from 10.00am.
Last date of Submission : 20/05/2021 up to 03.00pm

Name of Work:- Tender for Underground/Overhead Water Tanks and
Water Cooler cleaning Services at Yashada

1. Date of Submission of tender offer in Yashada starts from 11/05/2021 at 10 .00 am to 20/05/2021 up to 3.00 pm. No tender will be accepted after this time.
2. Offer should be submitted in two envelope system.

Envelope I - Technical Bid

- a) Copy of Shop Act License/Firm Registration
- b) Copy of Pan Card.
- c) Demand Draft of Nationalize/Scheduled Bank in favour of Director General, Yashada of Rs. 5,000/- as Earnest Money Deposit.
- d) Previous Work Experience (Provide work completion certificates for last 3 years for confirming 3 year experience)

Envelop II - Price Bid

- a) Agency/Bidder has to quote his offer at Page No. 6 in Schedule B in figure and in words too.

I) SCOPE OF WORK:-

1. Cleaning of UG/OH Water Tanks and Water Cooler as per details given below.
2. Periodicity of Work is 1st week of month of each quarter and as & when required.

CLEANING SERVICES OF UNDERGROUND/ OVERHEAD WATER TANKS AND 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
2	D G Bunglow	01	10000
3	MDC Hostel	01	160000
Total underground water tanks		03	
B	OVERHEAD WATER TANK		
1	Kojagiri, DG Banglow	04	15000
2	Durva Hostel -1, Shamee Hostel	04	20000
3	Durva Hostel-I, Jubilee Hostel, Administration Building, PMB Building	08	60000
4	Servants Quarters , Duplex Bunglow, Parijat, Anant, Sanwad Building	08	5000
5	Lezim Hall, Academy Classroom, Chafa	05	10000
6	Library	01	2000
7	RTI Department	01	1000
8	Bakul building	02	30000
9	MDC Hostel Building	03	180000
10	Faculty Laagh	01	2000
11	Dormitory Building	02	6000
Total overhead water tanks		39	
C	WATER COOLER		
1	Durva Hostel-I & Durva Hostel -II, Jubilee Hostel, Shammi Hostel, Lezim Hall, Class Room, Parviesh, Library, Security Main Gate, PMB Building	8	80 / 40 Liters
2	Durva Hostel-I & Durva Hostel-II	3	35 Liters
3	Jubilee Hostel, Shammi Hostel, Lezim Hall, Class Room, Parviesh, Security Main Gate	10	40 Liters
4	Kojagiri, Administration Building	7	150 Liters

II) TERMS AND CONDITIONS

2. Agency or firm should be established before minimum 3 years from current date.
3. Works involves only cleaning of water tanks and water cooler as per standard specifications or as directed by Engineer in charge.
4. The payment of the works will be released as per stages of cleaning schedule. For which TDS on Income Tax and GST will be deducted as per the Act & rules applicable from time to time. Security Deposit shall be returned after completion of work and after finalization of final bill.
5. Price bid should contain:- Completely filled and signed price bid with amount expressed in figure as well as words in Schedule B. 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.
6. In case of insufficient response to this offer, Director General, YASHADA may extend the period of acceptance of offer.
7. The Director General, Yashada reserves the right to accept / reject any one or all offers at any stage without intimation.
8. In case of any dispute, decision of Director General Yashada will be final & binding.
9. If the offer is accepted by Yashada, Letter of Acceptance will be given immediately. After completing formalities of depositing security deposit, the work order shall be issued and simultaneously agreement shall be signed by both parties.
10. For queries, if any, before submitting the tender, you may contact Estate Department, Yashada.
11. For Financial offer, Bidder to quote his/her offers on page No. 6 in Schedule B. The offer amount in rupees will be for total 2 year work. (8 quarters)
12. All water tanks and water coolers should be cleaned using advance pressure pump.
13. All water tanks and water coolers should be cleaned using antibacteria and antifungal chemicals.

14. All water tanks should be sterilized using ultra violet rays.
15. All water tanks and water coolers are to be cleaned as per given schedule by Estate Dept. Also Agency may have adjust the time table as per availability of Course and participants in Yashada.
16. Yashada will not be responsible for any injuries / accidents of workers and staff. Agency should give indemnity bond to Yashada.
17. Contractors to submit quarterly bills. Running bills – Quarterly payment as per work cleaning schedule, will be processed for payment.
18. Validity period – The offer of the contractor shall remain valid for a minimum period of 30 days from the date fixed for opening of envelope no 2.
19. Earnest Money – Earnest money of Rs. 5000 (In Words – Five Thousand Only) along with the tender should be in form of Demand Draft drawn in any Nationalized / Scheduled bank in favour of Director General YASHADA, Pune.
20. Security Deposit – The successful tender shall have to pay security deposit 5% of accepted tender amount in the form Demand Draft drawn in any Nationalized / Scheduled bank in favour of Director General YASHADA, Pune
21. The necessary stamp duty charges shall be borne by the contractor whose tender is accepted.

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 HoD Estate or his duly authorized assistant during execution of the work and to abide by the decisions.

Yours faithfully,

For

Signature of the Contractor.

IV) SCHEDULE B

Tender for UG/OH Water Tanks and Water Cooler Cleaning Services at Yashada, Baner Road Pune.

Sr. No	PARTICULARS	Water Tanks and water Coolers	
		Qty.	Total Capacity in Liters
A	UNDER GROUND WATER TANK		
1	Behind Shamee Hostel	01	40000
2	D G Bungalow	01	10000
3	MDC Hostel	01	160000
Total underground water tanks		03	
B	OVERHEAD WATER TANK		
1	Kojagiri, DG Bungalow	04	15000
2	Durva Hostel -1, Shamee Hostel	04	20000
3	Durva Hostel-I, Jubilee Hostel, Administration Building, PMB Building	08	60000
4	Servants Quarters , Duplex Bungalow, Parijat, Anant, Sanwad Building	08	5000
5	Lezim Hall, Academy Classroom, Chafa	05	10000
6	Library	01	2000
7	RTI Department	01	1000
8	Bakul building	02	30000
9	MDC Hostel Building	03	180000
10	Faculty Laagh	01	2000
11	Dormitory Building	02	6000
Total overhead water tanks		39	
C	WATER COOLER		
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2	Durva Hostel-I & Durva Hostel-II	3	35 Liters
3	Jubilee Hostel, Shammi Hostel, Lezim Hall, Class Room, Parviesh, Security Main Gate	10	40 Liters
4	Kojagiri, Administration Building	7	150 Liters
Total C		28	

I / We agree to execute the above work as per given cleaning schedule at total cost of Rs. -----
 -----(in words) ----- for 2 years (for two years period) excluding GST. GST will be paid extra if applicable.

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