

# TENDER PAPER

Of

**Cleaning & Sanitation**

For

**National Level Pallishree Mela-2018**

**At**

**Dhenkanal**

**(From 24<sup>th</sup> to 31<sup>st</sup> Oct-2018)**

**Organized by**

**ORMAS, Dhenkanal**

Office of DRDA, Dhenkanal, Mahinsapat

Odisha, Pin-759001

**DETAILS ON TENDER PAPER FOR CLEANING & SANITATION WORK OF PALLISHREE MELA 2018 AT DHENKANAL**

- A) TENDER PROCESSING COST: **Rs. 500/-** (Rupees Two Hundred) only in shape of Demand Draft /Pay order from any nationalized bank in favour of DSMS, Dhenkanal payable at Dhenkanal.

***To be filled in by the bidder.***

***Paper Cost Demand Daft / Pay Order No. .... Dated ...../...../ 2018***  
***(DD/PO to be attached with the Tender Paper)***

- B) AVAILABILITY OF TENDER PAPER: [www.dhenkanal.nic.in](http://www.dhenkanal.nic.in)

- C) E.M.D (Refundable) : **Rs. 2,000/-** (Rupees Two thousand only) in shape of Demand Draft /Pay order from any nationalized bank in favour of DSMS, Dhenkanal payable at Dhenkanal..

***To be filled in by the bidder.***

***Demand Daft / Pay Order No. .... Dated ...../...../ 2018***  
***(DD/PO to be attached with the Tender Paper)***

- D) NAME AND ADDRESS OR BIDDER:

***To be filled in by the bidder.***

*Bidder Name and Address:*

M/s .....

Signature of the bidder

- E) LAST DATE & TIME FOR RECEIPT OF TENDER : **10/10/2018 latest by 5.00 PM.**

- F) DATE & TIME OF OPENING OF TENDERS : **11/10/2018 at 11.30 AM at DRDA, Dhenkanal.**

**G) ADDRESS FOR SUBMISSION OF TENDER PAPER**

**Tender Box of ORMAS, Dhenkanal  
O/O District Rural Development Agency (DRDA), Dhenkanal,  
Mahinsapat, Odisha, Pin-759001**

**Exhibition Period:**

National Level Pallishree Mela-2018 Mahinsapat Ground, Dhenkanal 24<sup>th</sup> to 31<sup>st</sup> October 2018 during Laxmi Puja.

**Terms of Reference Cleaning & Sanitation work of the National Level Pallishree Mela 2018**

**A) Detail Specifications of the works:**

- i) **Following works to be done during National Level Pallishree Mela 2018 at Dhenkanal from 24<sup>th</sup> to 31<sup>st</sup> October 2018 at Mahishapat Ground, Dhenkanal.**
1. Sweeping and cleaning of Pallishree Mela Ground, food Court, Urinal.
  2. Team of sweepers along with one supervisor will be engaged for 2 shift in a day & one shift will be for 8 hours.
  3. Sweeper will always be placed at near the toilets for cleaning it, at regular intervals.
  4. Toilets cleaning with requisite materials like phenyl & bleaching power, naphthalene ball etc have to be provided by the bidder.
  5. Garbage Cleaning : Garbage has to be lifted (Approx. 3 trip per day through carrier vehicle) from mela ground on daily basis.
  6. Water Sprinkling : Water sprinkling has to be done at the mela ground (Approx. two trips per day @ 4500 ltr. per trip)
- ii) **Terms and Conditions**
1. The work assigned to the firm should be done as per the above specification and should cover all aspects of the exhibition.
  2. The work should be completed within the time frame.
  3. Sanctions of any advance will not be allowed. The payment will be made on completion of the event and submission of proper bills.
  4. The gross approved price would be including GST. The GST-TDS as per law will be deducted from the bill amount and deposited with the concerned authority.
  5. The offered price by the firm shall be including of all taxes and duties. But, the bidder should submit the bill showing the net value (+) Add: the GST as applicable as on date.
  6. The tenderers are required to deposit an earnest money deposit of **Rs. 2,000/- (Rupees two thousand only)** in shape of demand draft/pay order in favour of DSMS, payable at Dhenkanal. The E.M.D. amount of the successful tenderer will be refunded within a month on award of contract subject to receipt of Performance Security. Tender papers without E.M.D shall not be accepted.
  7. The tenderers have to offer the price for all items as per format given else the tender paper will not be considered.
  8. The rate offered by the firm should be valid for 12 months w.e.f. finalization of the tender.
  9. Payment will be made on completion of the event and satisfactory performance of the vender.
  10. The tenderer should not be black listed by any organization/ department/ office.
  11. The parties/ tenderer who will qualify the technical bid, in those case only the Financial Bid will be opened.
  12. In case of dissatisfaction of performance by the selected vender, authority reserves the right to deduct the amount (day wise / assignment wise /person wise) from the bill.

**Annexure - I**

**While submitting the tender, the tenderers should submit the followings:**

- a. EMD of Rs. 2,000/- (Rupees Two thousand) in favor of DSMS, Dhenkanal payable at Dhenkanal in shape of Demand draft/pay order.
- b. Tender Processing Cost of Rs. 500/- (Rupees Five Hundred) in favor of DSMS, Dhenkanal payable at Dhenkanal in shape of Demand draft/pay order.
- c. Copy of work orders/ experience certificate for similar nature of works
- d. Registration certificate of the firm and copy of the last year GST/VAT/Service Tax Deposit (Updated)
- e. Copy of PAN card in the name of firm/proprietor
- f. Self-declaration in letter head that, the tenderer have not been black listed by any organization/ department/ Agency/ office.
- g. Self-declaration in letter head to the effect that the tenderer is not related with any staff of this office/ organization in any way.

**DECLARATION**

I/We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by ORMAS, Dhenkanal. In case of any lapse on my/our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent authority.

Signature of the Tenderer with seal

Place:

Date:

**Annexure - II**

**Quotation for different item for Cleaning & Sanitation of Pallishree Mela 2018, Dhenkanal**

(Last date for submission of tender form is 10/10/2018, 5.00 PM)

To

The Project Director  
DRDA, Dhenkanal

Sir,

I / We do hereby submit item wise quotation below for Cleaning & Sanitation of Pallishree Mela to be organized by ORMAS, Dhenkanal from 24/10/2018 to 31/10/2018:

SN	Particulars	Amount /Rate
1	Water sprinkling at the Mela ground with a capacity of 4500 ltr. in each trip (two trip per day)	Rs. _____ per trip /one day
2	Supply of Sweeper (10 sweepers per day) for mela ground, food court cleaning during the event.	Rs. _____ per day per sweeper
3	Garbage lifting with gathering and loading (2 trip per day trough tractor)	Rs. _____ per trip
4	Toilet cleaning material (Phenyl, Bleaching Powder, Naphthalene ball, Brush, Brooms, Buckets etc.) for entire Mela Period A-Cleaning of mela ground & Accommodation place	Rs. _____ (Lump sum)

(Rates are inclusive of all taxes)

**Signature with Seal of the Tender**

*Accepted by the Bidder (Signature of bidder)*