



GOVERNMENT OF INDIA
DEPARTMENT OF PUBLICATION
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Tender Notice No. 5/Cleaning of Stores /Gen./2016-17

Date:- 31/01/2017

e-Tender Notice for ON-LINE BIDDING

The Department of Publication invites online Tenders for Cleaning, Dusting and Pest Control of Stores of Department of Publication for and on behalf of the President of India on "TWO BID SYSTEM". The Tender documents will be available by downloading from Central Public Procurement Portal <http://eprocure.gov.in> and the completed Tender documents duly filled in, signed and stamped are to be uploaded in the website indicated above. The last date of submission of Tender documents and other related documents as specified hereunder is shown in the Table below:

Sl. No.	Description	Specification	Period for Completion of Work	Estimated Value (in Rs.)
1	Cleaning, Dusting and Pest Control of the Stores where books are stored.	Dusting, Cleaning and Pest Control of 500 Iron Racks containing Government Books in the Stores of Department of Publication, Civil Lines, Delhi-110054.	Two (2) Months	5,00,000/-

2. Self attested copies of the following documents are to be uploaded while submitting the tenders given under :

- I. Certified copy of the Proof of supplying man power for Dusting, Cleaning and Pest Control.
- II. Certificate to the effect that the benefit of ESI, EPF and Bonus etc. is given to the man power by the firm.
- III. Service Tax Registration certificate and TIN Registration Certificate
- IV. PAN No.
- V. Method of Cleaning of Stores.
- VI. Proof of Earnest Money Deposit.
- VII. Address of Firm / Supplier of man power with specimen signature of the Authorised signatory, Phone No., Fax No. & e-mail.
- VIII. Trade Licence / Registration of Firm

3. The rates should be inclusive of all taxes and other equipments used for Cleaning, Dusting and Pest Control.

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4. The tenderer has to furnish the Earnest money (EMD) 3% of the estimated value of the services in the form of A/c Payee Demand Draft, Fixed Deposit receipt, Bankers cheque or Bank guarantee from any of the Commercial Banks in favour of Controller of Publications at Delhi-110054, while submitting the tender which will remain valid for a period of minimum 45 days, Demand Draft should be sent by SPEED POST to the Controller of Publication, Department of Publication, Civil Lines, Delhi – 110054.
5. The contract awarded firms will have to furnish security money @ 5% of the contract value against acceptance of tender. The performance security money shall be in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalist Bank duly assigned in favour of Controller of Publications at Delhi - 110054, provided that such Bank Guarantee/ Fixed Deposit will remain valid for a period of 60(sixty) days. In the event of the Supplier of Man Power committing breach of any of the terms of the contract, the competent authority will have the right to forfeit the performance security in whole or in part.
6. Authority of this office have the right to cancel /modify in whole or in part of the tender.
7. Last date and time of submission of tender 15-02-2017 up to 2 p.m. and date of opening of Technical Bid: 16-02-2017 at 3 p.m.
8. Tenderers are requested to visit / surveyed the stores which are to be cleaned before submission of the tender bid.
9. Rate must be quoted only in financial bid (BOQ) otherwise financial bid will be treated as cancelled.
10. In case of any dispute, the settlement will be made in the Courts of Delhi.


(G.D.PANDEY)

ASSISTANT CONTROLLER (ADMN)
FOR CONTROLLER OF PUBLICATION
FOR AND ON BEHALF OF PRESIDENT OF INDIA