



BALMER LAWRIE & CO. LTD.

CONTAINER FREIGHT STATION

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CIN - L15492WB1924GOI004835

e- TENDER NO: BLC/CFS/House Keeping/14

Dt. 23.08.19

TECHNICAL / COMMERCIAL BID

Tender Document for

**Providing House Keeping, Gardening and
Removal of Wastage / Garbage**

DUE DATE & TIME: [03/09/2019 at 18:00 Hrs.]

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NOTICE INVITING E-TENDER

On line bids in single bid system are invited from the reputed and experienced Vendors, who fulfil the eligibility criteria mentioned elsewhere in the tender document under the Heading General Terms & Conditions for undertaking the subject contract for **Providing House Keeping, Gardening and Removal of Wastage / Garbage**

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in>. The tender has to be submitted online.

The scanned copies of other required documents in support of bidder's credentials are to be uploaded along with the tender documents through the appropriate link.

S. No	Description	Details
1	Name of Work	Providing House Keeping, Gardening and Removal of Wastage / Garbage
2	Tender No	BLC/CFS/House Keeping/14
3	Validity Of Offer	60 days from the date of opening of the price bid
4	Contract Period	One year w.e.f. 01.10.19
5	EMD	Rs 12000/- (Online Mode)
6	Downloading / Submission of Tender :	
	a. Starts on	23.08.2019
	b. Closes on	03.09.2019 at 18.00 Hrs
7	Opening of Tenders	04.09.2019

1. LIST OF DOCUMENTS TO BE UPLOADED

The scanned copies of following documents should also be uploaded at appropriate link in our e tendering system as part of the technical/commercial bid submission

- a. Power of Attorney authorizing the person who has signed the tender to act and sign on behalf of the company.
- b. Certificate of registration/incorporation in the case of Pvt Ltd/Public Ltd company /certified copy of / partnership deed in the case of LPP/Partnership firm/ any document under the relevant rules / laws if the firm is a proprietorship firm .
- c. Income Tax PAN number.
- d. GST Registration number
- e. Chartered accountant's certificate or Audited / Certified Balance sheet and Profit and Loss account of tenderer's company for last two years
- f. Experience certificates.

2. VERIFICATION OF DOCUMENTS

- a. Tenderers or their authorized representative will be required to come to our office **POSITIVELY** as intimated along with all original documents, scanned copies of which have been submitted with the e-tender towards ascertaining their qualification.
- b. Failure on part of the tenderer to report on specified date and time for paper verification may result in rejection of the tender submitted by them without further communication.
- c. Tenderer should be in a position to produce all the original documents and/or any other information on dates as intimated or as and when required by Balmer Lawrie.
- d. Incomplete Tenders are liable for rejection without any further communication to the tenderer and decision of Balmer Lawrie in this respect will be final.

- e. Any party submitting the false or forged documents may be Black Listed EMD could be, forfeited, work could be cancelled, criminal prosecution or any other action as deemed fit may be initiated.
- f. Balmer Lawrie reserves the right to reject any or all tenders without assigning any reasons whatsoever

SPECIAL INSTRUCTIONS TO THE BIDDER FOR PARTICIPATING IN E-TENDER

Tenderers are advised to download Notice Inviting Tender along with other tender documents from the e-tendering portal <https://balmerlawrie.eproc.in> Interested parties have to submit an interest free EMD of **Rs 12000/- (Rupees Twelve thousand only)** by **on-line Bank Transfer** in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd. payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK). Offer submitted without EMD will be rejected. However, payment of EMD is exempted for and Small Scale Units registered with National Small Industries Corporation (NSIC) & Micro Small and Medium Enterprises (MSME) on submission of valid copy of registration certificate. The bidder shall furnish EMD through on-line Bank Transfer. In case the Bidders intend to submit any additional supporting documents, the same can be submitted in physical form at our above address. Documents of only those bidders shall be entertained who are bidding on-line. UNDER NO CIRCUMSTANCES PRICE BID SHALL BE SUBMITTED IN PHYSICAL FORM.

EMD: The bidder shall furnish EMD through on-line Bank Transfer in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd. payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK)

Only those vendors who are registered with our Company would be considered for issuance of tender form directly/ acceptance of the tender.

Balmer Lawrie & Co. Ltd. has developed a secured and user friendly system which enables Vendors/ Bidders to Search, View, Download tenders directly and also, enables them to participate & submit Online Bids on the e-tendering site <https://balmerlawrie.eproc.in> in a secure and transparent manner which maintains confidentiality and security throughout the tender evaluation process.

1. Procedure to submit On-line Bids

For this purpose, Vendors/Bidders are advised to read the instructions available in the homepage of the portal <https://balmerlawrie.eproc.in> where detailed procedure for submission of bids is available under the option / link "*Bidding Manual*".

1.1 Registration with e-procurement platform

For registration and online bid submission bidders may contact HELP DESK of C1India Pvt., Ltd. details of which is available at our web-site mentioned above or they can register themselves online by logging in to the website through <https://balmerlawrie.eproc.in>

Bidder may contact the following resource persons for any assistance required in this regard.

HELPDESK NOS ARE OPEN BETWEEN 1000 HRS to 1830 HRS IST		
(MONDAY TO FRIDAY (Exclusions: Balmer Lawrie HOLIDAYS))		
Please email your issues before your call helpdesk. This will help us serving you better.		
Contact Nos. and email IDs for Balmer Lawrie helpdesk officers		
Name	E-mail	Phone Numbers
Tirtha Das	tirtha.das@c1india.com	+91-9163254290

Tuhin Ghosh	<u>tuhin.ghosh@c1india.com</u>	+91-8981165071
Mani Sankar (Chennai)	<u>chikkavarapu.manisankar@c1india.com</u>	+91-8939284159
Ravi Gaiwal (Mumbai)	<u>ravi.gaiwal@c1india.com</u>	+91-22-66865633

1.2 Digital Certificate authentication

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on e-procurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the e-procurement platform.

All the bidders who do not have digital certificates need to obtain Digital Certificate. They may contact help desk of C1 India Pvt. Ltd.

2. Special Note

- Bids can only be submitted before the last date and time of submission as per the date and time mentioned in the e-tender. Resubmission (if required) of bid should be completed within the stipulated date and time. The system time (IST) that will be displayed on e-tendering web page shall be the time and no other time shall be taken into cognizance.
- Bidders are advised in their own interest to ensure that bids are uploaded and submitted successfully in e-tendering system well before the closing date and time of bid.
- No Printed or posted Bids / offers shall be accepted.
- Balmer Lawrie does not take any responsibility in case bidder fails to upload the documents within specified time of tender submission.
- Balmer Lawrie will not be responsible for any delay under any circumstances for non-receipt of Tenders/ submission of filled in tender documents by due date & time.
- Bidders are requested to provide correct “e-Mail address” and “Mobile No.” for receiving updates related to e-tender from time to time.
- The bidder has to keep track of any changes by viewing the Addendum/Corrigendum issued by the Tender Inviting Authority on time-to-time basis in the e-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

3. Filling of Tender Documents

- 3.1 The tenderers are requested to carefully study all the tender documents and tender conditions before quoting their rates.
- 3.2 The tender must be strictly in accordance with the terms and conditions and specifications laid out in the tender.
- 3.3 Any terms and conditions given by the tenderer in their offers will not be binding on Balmer Lawrie.
- 3.4 The sole proprietor or authorised representative shall sign all documents that needs to be uploaded. When the person signing the documents is not the sole proprietor / authorised representative of the company, the Power of Attorney authorizing such person to act and sign on behalf of the company must be scanned and uploaded and produced later on for verification by Balmer Lawrie.

SCOPE OF WORK

Work covered in this tender document shall generally be as detailed herein below. However, contractor shall be responsible to complete the work in all respects and in doing so provide/supply all facilities which may not be explicitly covered below but nevertheless are required to complete the work envisaged with the exception of only such items as have been specifically excluded from contractor's scope.

The successful tenderer shall have to undertake the following work:

Detailed Scope of work:

1. The broad responsibility areas of the Contractor will inter alia be as under:

Housekeeping (cleaning, collection and removal of waste/ garbage) in the following premises within our Container Freight Station, Manali, Chennai 600068 on daily basis.

- i) Administration building***
 - ii) Security Office, Bunk Houses/ Toilets/ Customs/ Canteen***
 - iii) Main warehouse/ Bonded warehouse, repair shed, rest room, outsider toilet***
 - iv) Container storage Yard***
 - v) New yard***
 - vi) Drainage cleaning and removing bushes along the inside compound wall.***
-
- a) Daily cleaning of office including moping/ cleaning the floor; dusting and cleaning of tables, chairs, cleaning window panes, etc.***
 - b) Cleaning the toilets/ latrines two/ three times every day as per usage pattern***
 - c) Organising the required tools/ equipment for cleaning work involved and any arrangement including vehicles for carting away etc shall be the responsibility of the contractor, the cost of which shall be borne by them.***
 - d) The contractor shall replace air fresheners (Odonil) in toilets and put fresh naphthalene balls twice in a week in every toilet/ latrines in the premises.***
 - e) The contractor shall post a supervisor for overall supervision of the work***
 - f) Cost towards cleaning material and equipment will have to be borne by the contractor. The contractor shall ensure good quality of sanitary/ cleaning items for keeping the toilets neat and clean at all times.***
 - g) Sweeping of road and yards in the entire premises shall be done on a daily basis and all the waste material is to be removed from the premises and disposed off in accordance with statutory regulations.***
 - h) Ensure adherence to all safety norms.***
 - i) Maintenance of Garden***
 - j) Watering of all existing plants & trees on daily basis inside CFS, along the periphery boundary wall, in front of Gate, and in between the yard (excluding mangroves area).***
 - k) The contractor shall procure fertilizers, red soil for plants and trees and should maintain the garden neatly. All necessary tools & equipment related to gardening should also be procured and used by the contractor.***
 - l) Laying of red soil to the plants should be done by the contractor, wherever necessary and/or as directed by the company.***
 - m) Planting of new saplings, shrubs, etc as provided by the Company wherever necessary and/or as directed by the company.***

- n) *Transportation of Garbage/waste from CFS to Corporation Dumping yard. The fees paid by the vendor to the municipal authorities for dumping the waste at municipal yard would be reimbursed on submission of proof of payment with the bills.*
- o) The contractor should arrange for Removal and carting of septic tank sludge

The sweeping waste and the other waste/debris collected from within office/yards has to be kept at designated locations and taken out of the CFS premises on a weekly basis. The specific tools / equipment required for sweeping/ scrapping/collecting of garbage / waste, is to be provided by the contractor/agency at their own cost. The above list is illustrative and not exhaustive, and the contractor will arrange for necessary handling operations as and when required and as instructed by the Company officials.

2. Deployment Of Manpower

The Contractor should provide all safety equipments required by the workmen for discharging their work. The Company will not be responsible for non-adherence of Safety norms by the Contractor/his workmen. The Contractor will take out Insurance cover of all his employees under Workmen Compensation Policy.

The Contractor should ensure that the workmen deployed by him behave in an orderly manner and shall not create any nuisance inside the premises and adhere to the administrative rules of the company while working inside the CFS.

It is clearly understood that the labour engaged by the Contractor are his own workmen and not employees of the Company. The Contractor will be responsible to comply with the provisions of various labour legislations including all rules and regulations of different Labour Boards.

It will be the duty of the Contractor to engage suitable, Supervisors etc at his own cost for carrying out the work.

It will also be the responsibility of the Contractor to ensure that the labour engaged by him do not demand any gratification from the CFS customers.

The Contractor will have to submit a details of their personnel to the Company for issuance of entry pass. Only pass holders will be permitted to enter CFS. All persons engaged by the contractor should have necessary photo identity cards issued by the contractor.

GENERAL TERMS AND CONDITIONS

1. Eligibility Criteria For Techno-Commercial Bid

- a) Payment of Interest Free EMD of **Rs. 12,000/-** [Online Mode]
Note: EMD is exempted for the MSME and NSIC registered vendors. However they have to produce valid registration certificate.
- b) At least 2 years' experience of doing similar work at any organization ending with 30th June 2019 (Proof to be attached)
- c) Should have minimum average turnover of Rs.15 lakhs per year during the last 3 years ending March 18. (Proof to be attached).
- d) Bidder should have PF / ESI registration (Proof to be submitted)
- f) Should not have been blacklisted by any PSU /Govt. Department (Self certification is to be attached)
- g) Bidder should submit GST Registration No.
- h) Bidder should be registered vendor of BL CFS, Chennai or with any other units of BL.

2. Submission Of Online Bids

The bids should be submitted in single bid process.

For Price Bid, only the rates are to be submitted online as per given format.

The entire bid is to have digital signature of the person having Power of Attorney/Power of Authority to sign on behalf of the Bidder for online quoting.

3. Tender Opening

Technical / Commercial Bids will be opened online as per the Tender Calendar.

4. Acceptance of offers

- 4.1 Balmer Lawrie reserves the right to accept any tender in whole or in part or reject any tender or all tenders or place order for any quantity, less than or more than the tendered quantity, without assigning any reason thereof.
- 4.2 Bids of any tenderer may be rejected if a conflict of interest is detected between the bidders and Balmer Lawrie at any stage.
- 4.3 The overall L1 status will be determined by looking at the total value quoted by the bidder
- 4.4 Incomplete tenders, conditional tenders, tenders received late or tender not conforming to the terms and conditions mentioned in the Tender documents or not accompanied by the requisite Earnest Money Deposit (unless exempted under the terms of this Tender) will be rejected.

5. Negotiations

- 5.1 Balmer Lawrie reserves the right to negotiate with the Tenderer. Tenderer will have to attend the concerned office of Balmer Lawrie for negotiations/clarifications required from them, in respect of their quotations, without any commitment on the part of Balmer Lawrie.
- 5.2 In case of negotiation, the Tenderer should send the confirmation of outcome of such negotiation in writing so as to reach the concerned office of Balmer Lawrie within 3 days from the date of negotiation/ the time stipulated. If the Tenderer fails to comply with this requirement Balmer Lawrie reserves its right to ignore their quotation at its discretion with the attendant remedies available to them.

6. Price Variation

- 6.1 The price should be firm and irrevocable and not subject to any change whatsoever even due to increase in cost of materials, components and labour cost till the validity of the contract period.
- 6.2 The quoted rates shall be valid for a period of minimum 60 days from the date of opening the price Bid.

7. Notification Of Award

Prior to the expiration of the period of Bid validity, BL will place purchase order or letter of indent on the successful bidder(s).

8. Declaration of UAM by MSME vendors

MSME vendor must confirm that UAN No has been uploaded on CPPP website as required by minister vide circular no F: No21 (17) / 2016 dated 06.04.18 for qualifying to be considered as MSME vendor under this tender.

It is mandatory that MSME vendors must declare their UAM (Udyog Aadhaar Number) on Central Public Procurement Portal (CPPP), failing which such bidders will not be able to enjoy the benefits as per Public Procurement policy for MSME's order 2012

Micro & small scale manufacturing/ service units registered with MSME/ NSIC are exempted from payment of EMD. Small scale units registered with MSME / NSIC should enclose a copy of their valid registration certificate to make their bid eligible for consideration.

9. Site Visit

The bidder, at the bidder's own cost/responsibility is advised to visit and examine the Site of Work and its surroundings and obtain all information and satisfy themselves that may be necessary for preparation and quoting the Tender.

10. Contract Period

The contract will be for a period of **[12 months effective from 01.10.2019]**. On satisfactory performance during the initial contract period, it may be extended as mutually agreed for further period of 1 year on the existing terms & conditions.

11. Purchase preference policy for MSE Vendors

If it is seen that a Micro and Small Enterprises (MSE) has participated and the price quoted by them is within a price band of +15% of the L1 price (which is from a supplier who is not MSME), then such MSE vendor shall be allowed to supply a pre-determined portion of the tendered quantity subject to their matching the L1 price. In case, more than one number of MSE vendors are within the +15% range, all of them shall be given the option of matching the L1 price. In such a situation, the pre-determined quantity shall be equally divided amongst all such MSME vendors who have matched the L1 price. In case the total tender value is not split able, 100% of the value will be given MSE (within 15% band with non MSE vender) vender subject to matching with L1 price of non MSE vender.

12. Compliance of GST

The vendor should compulsorily follow all the provisions of GST and in the event any default for fulfilling any provisions of the GST Act, Balmer Lawrie & Co. Ltd. would exercise the right for non-payment/withholding payment, / black listing the vendor.

13. Earnest Money

The bidder shall furnish an interest free EMD for a sum of **Rs 12,000/-** (Rupees Twelve Thousand only) through on-line Bank Transfer in NEFT / RTGS / IMPS mode in favour of Balmer Lawrie & Co Ltd payable at Chennai available in e-portal. (In case of difficulty please contact HELP DESK). The EMD of unsuccessful bidder would be returned after finalization of contract.

14. Working Hours

The housekeeping crew is required to work from 7.30 am to 4.30 pm; on all days except Sundays and holidays. However, the contractor should be prepared to extend the service as and when required by Balmer Lawrie & Co. Ltd. to cover exigencies.

15. Rates

Bidder should consider the scope of work and working hours as given above while quoting their rates. The rates quoted shall be basic rate plus applicable GST.

16. Holiday

The Contractor should strictly follow holiday list of CFS for fixing holidays for his personnel deployed in the Company's premises.

17. Contractors Responsibility

Successful bidder shall post their representative for supervising the above work to maintain good Housekeeping standards and for coordination with Balmer Lawrie's officers in charge. The Proprietor of the successful Bidder shall be available on call for any emergent need. He/ She must visit our CFS at least twice a week and/or for any emergent need, as and when required.

The contractor shall employ/ engage fit and capable personnel to carry out the various jobs involved with housekeeping. The contractor shall make their own assessment of the number of personnel required to carry out the work involved and shall deploy them accordingly. All persons engaged by the contractor should have identity card issued by contractor which is duly certified by Balmer Lawrie & Co Ltd. The contractor shall be responsible for the conduct and discipline of his employees while they are inside the company premises.

The contractor shall at their expense comply with all the labour laws and keep Balmer Lawrie & Co. Ltd indemnified in respect thereof. The contractor should comply with all rules and regulations of Tamil Nadu State Labour Board or any other body/ bodies as required.

18. Performance Guarantee

A Performance Guarantee for Rs.50,000/- (Rupees Fifty thousand only) in the form of (Pay Order / Demand Draft, Bank Guarantee or through on-line Bank transfer in NEFT/RTGS/IMPS mode) is required to be submitted by the successful bidder to cover loss / damage of material / container / property at CFS, lack of interest to perform as per tender terms and conditions or failure to perform etc. The format for the Bank Guarantee will be provided by the company. **If performance guarantee is submitted by way of bank guarantee, it should be valid for 15 months.**

19. ESI/PF/Other Statutory obligations:

The Contractor would be required to ensure adherence of all statutory obligations related to their employees who would be working inside Balmer Lawrie premises. On award of the contract, the Contractor shall ensure compliance with all relevant statutory provisions under the relevant labour laws which are as given below:

- a) The Contract Labour (Regulation & Abolition) Act 1970
- b) The Employees Provident Funds and Miscellaneous Provisions Act 1952
- c) The Employees State Insurance Act 1948
- d) The Minimum Wages Act 1948
- e) The Workmen Compensation Act 1923

and other applicable labour enactment and as amended from time to time in respect of the personnel deployed by the Contractor at the Company's premises. The contractor shall ensure that minimum wages as applicable to be payable to the persons engaged by him and the break-up of salary payable to them shall be given in the price bid.

The personnel deployed in the Company's premises by the Contractor shall be fully qualified in all respects to carry out the activities for which he has been deployed. The contractor shall equip the personnel deployed by him in the Company's premises with all the necessary implements and safety equipment.

It may be noted that the bill submitted by the Contractor for services rendered shall be processed only on submission of satisfactory proof of remittances Challans in respect of statutory payments such as ESI, PF, etc. for the personnel deployed by him in the Company's premises along with the ESI/PF numbers allotted to them.

Cost if any, incurred by the Company in ensuring statutory compliance with the existing labour enactment and as amended from time to time shall be fully charged to the contractor.

20. Supervision of Job

The supervisor engaged by the contractor has to report and co-ordinate with our yard supervisor for carrying out the various cleaning work of the CFS on a daily basis. The attendance record should be shown to the yard supervisor on a daily basis giving the details of the persons engaged by him for the day and get it certified by the yard supervisor. Overtime if any for engaging the persons would be on Contractor's account only.

21. Payment Terms

Payment will be made on monthly cycle basis in the following month within 21 (Twenty One) working days after submission of bills with all relevant supporting documents. Payment would be made on the actual no. of persons engaged by the contractor every day. If the actual no. of persons is less than the number specified for each area of work specified in the work order, proportionate amount would be deducted from the bills.

22. Sub-letting of Work

No part of the contract or any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the contractor directly or indirectly to any person, firm or corporation without the consent in writing from Balmer Lawrie. In the event of contractor contravening the conditions, Balmer Lawrie shall be entitled to get the work done from other firm at the 'Risk & Cost' of the contract.

23. Indemnity

The Contractor will be required to indemnify and keep indemnified the Company against all losses and claims for injury and damage to any person or any property whatsoever which may arise out of or in consequence of the work and against all claims, demands proceedings damages, cost charges and expenses whatsoever. The company may forward the bidder any such claim demand or complaint made by any other person against the company. In such event, the contractor shall solely be liable for the disposal of the said complaint. The contractor will be required to Indemnify and absolve the Company of all responsibilities related to employment condition of their employees and should adequately safeguard Company against any possible IR problems including those related to employment. The bidder should adhere to all State and Central Enactments related to employment such as Minimum Wages Act, Workmen Compensation Act, Provident Fund Act, Employees State Insurance Act, Gratuity Act, Bonus Act, Contract Labour [Regulations and Abolition] Act etc. Further, Company will not have any liability towards employment, remuneration or compensation in whatever manner made to the employee of the bidder. Such demand shall be settled by the bidder directly.

The Contractor shall co-operate with the company in all matters relating to introduction/adoption of new equipment technology, machinery, compliance of all relevant laws, rules or regulations, relating to CFS

operations and implementation of any scheme/policies/guidelines recommended by the Company aimed at swift and better customer service.

24. Liability & Ensuring Safety

The Contractor will be fully responsible for ensuring safety of lives, cargo, vehicles, property and containers within Balmer Lawrie CFS yard.

- a) Contractors shall ensure that their work area is kept clean tidy and free from debris. The work areas must be cleaned on a daily basis. Any disposal of waste shall be done by the Contractor.
- b) All equipment, materials shall be stored in an orderly manner. Access to emergency equipment, exits, telephones, safety showers, eye washes, fire extinguishers, pull boxes, fire hoses, etc. shall not be blocked or disturbed.
- c) The bidders are strictly advised to follow the various safety aspects as per HSE norms in attending to the above work like providing proper safety jackets, safety shoes and other necessary PPEs etc. It will be the responsibility of the contractor to ensure proper safety of the persons deployed and also ensure wearing of PPE's by their personnel engaged by them at the work.
- d) Floor openings, stairwells, platforms and walkways, and trenching where a person can fall any distance shall be adequately barricaded and where necessary, well lit. Where there is a risk of injury from a fall then rigid barriers must be used.

Under no circumstances Balmer Lawrie would be liable for any kind of deviation in following the safety instructions by the bidder.

25. Penalty Due to Non-performance

In case of successful bidder failing to honor the terms and conditions of contract, the company shall be at complete liberty to make alternate arrangements at the bidder's "**Risks and Cost**" and any additional cost incurred by the company in this regard shall be fully recovered from the successful bidders.

In case of damage to the cargo / containers / property, by the contractor's personnel the contractor will be responsible to make good the losses as assessed by the surveyor / shipping line / or any other competent authority within stipulated time failing which the company or its authorized agency will be free to make good the losses at contractor's '**Risk and Cost**' and charges on account of such losses will be fully recovered from Contractor's bills.

26. Termination

The contract can be terminated by either party by giving 3 clear month's notice in writing. However in case of serious breach of contract by the Contractor the Company reserves the right to terminate the contract without notice.

27. Force Majeure Conditions:

Delivery schedule is subject to force majeure conditions as under: If at any time during the continuance of this contract, the performance in whole or part by either party of any obligation under this contract shall be prevented or delayed by reasons of any war, hostility, acts of public enemy, civil commotion sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lock outs or acts of God (hereinafter referred as "events") provided notice of the happening of any such events is given by either party to the other within twenty one days from the date of occurrence thereof, neither party shall by reasons of such event, be entitled to terminate this contract nor shall either party have any claim for damages against the

other in respect of such non-performance or delay in performance and deliveries under the contract shall be resumed as soon as practicable.

28. Arbitration

Any dispute or difference arising under this Contract shall be referred under jurisdiction of Kolkata to a sole arbitrator appointed mutually under the provisions of Arbitration and Conciliation Act, 1996 including any statutory modifications or enactment thereof shall apply to the Arbitration proceedings. The fees of the arbitrator, if any, shall be shared equally by both the parties. The award shall be a speaking award stating reason therefor and is final and binding on the parties. The proceeding shall be conducted in English language and courts at Kolkata will have exclusive jurisdiction to settle any dispute arising out of this contract.

DECLARATION

Having examined the tender documents, we have understood the terms & conditions indicated in the e-Tender No: BLC/CFS/House Keeping /14 and hereby confirm our acceptance of the same.

Place : _____ Signature of Tenderer

Date : _____ Name & Address

PARTICULARS OF THE TENDERER’S ORGANISATION

S. No	Description	Tenderers Details
1	Name of the Tenderer	
2	Address of the Registered Office	
3	Address of the branch / office quoting against the Tender	
4	Year of commencement of business	
5	Whether Sole Trader/ Partnership / Private Limited Co., or Public Limited Co. / LPP	
6	Registration No. (Under companies Act)	
7	Whether copy of Incorporation /Registration certificate from ROC (Registrar of company) uploaded	
8	Income Tax PAN no.	
9	Whether copy of PAN enclosed	
10	Whether copy of latest Income Tax Return uploaded	
11	GST Registration. No.	
12	Whether copy of GST Registration certificate Uploaded	
13	Name of the Banker	
14	Whether registered under MSMED act	
15	In case registered under MSMED provide registration number and copy of registration certificate.	
16	MSMED vendor must state whether they belong to SC/ST Category	

PRICE BID

Ref: Tender No. BLC/CFS/House keeping/14 dt.23.08.19

Sl. No	Description of work	Frequency	Rate per month
	Part I		
1.	Administration building, Operations building, Security Office, Bunk House, Canteen including all toilets and cleaning, dusting of furniture, windows etc. No. of persons required: 1	Daily	To be quoted Online
2.	Warehouses Import and Export, Rear Warehouse, Repair Shed, Rest Rooms and urinals and toilets No. of persons required: 3	Daily	To be quoted Online
3.	Yard No. of persons required: 3	Daily	To be quoted Online
4.	Expansion Area No. of persons required: 3	Daily	To be quoted Online
5.	Maintenance of garden including watering the plants, levelling the plants and cutting the grass on need basis No. of persons required: 1	Daily	To be quoted Online
	Part II		
1.	Transportation of garbage/ waste and bushes etc., from CFS to Corporation dumping yard.	Monthly four times	To be quoted Online
2	Statutory fees payable to Corporation/Municipality for dumping the garbage (load of 5 MT) at Municipal yard	Monthly	To be quoted Online
3	Cleaning of rainwater drainage and removing bushes along compound wall	Monthly twice	To be quoted Online
4	Cleaning two water tanks and one sump	Monthly	To be quoted Online
	Part III		To be quoted Online
1	Removing and carting of septic tank sludge	Monthly twice	To be quoted Online
	Net Amount		
	Add: CGST @ SGST @		
	Gross amount including GST		