



Office of the RATE CONTRACT Committee
Health & Medical Education Department
Government Medical College, Srinagar



E-TENDER NOTICE 02 OF 2018

S. No	Description
1.	Annual Rate Contract for Execution of Sanitation Job at Government Medical College & its Associated Hospitals at Srinagar.

Note: - Rates may kindly be quoted "Rates per square foot (Floor Area). The rates will be applicable as per Floor Area which will mandatorily include Built-Up Area without additional increment.



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Terms & Conditions

1. The successful tenderer has to maintain cleanliness and tidiness/hygiene of the allotted areas by ensuring regular dust free hygienic , cleaning of Floor walls , Kotastone tiles and routine cleaning of Glass Panes , Lightening Tubes , Fans, (Ceiling) wall mounted (Exhaust) etc and has to use quality detergents / cleaning agents for the said purpose at his own cost .
2. The successful tenderer has to arrange continuous daily cleaning of Wards, Corridors , Clinical/ Lab Rooms , Bathrooms , Wash Basin , Urinals , Sinks Dustbins etc, and use detergent and disinfectants like liquid Harpic/ Sanifresh /Phenyl etc.
3. The successful tender shall remove all the Cob Webs daily from the allotted blocks and shall undertake mass and extensive cleaning on daily basis of the entire ceiling wall mounted, exhaust fans , lightening of the allotted area .
4. To clean all windows, Doors and to lift the garbage from the allotted areas and dump the same into garbage container and to clear the container daily.
5. The contractor must be in possession of scrubbing machines, vacuum cleaners as he has to undertake daily scrubbing of the entire floor of the allotted area and shall submit the list of all the gadgets in his possession along with the technical bid.
6. The successful tenderer shall have to lift and remove water from any the allotted area in case of leakage and clear it as when such leakage occurs.
7. The contract shall be bound to pay the wages to the laborers engaged by him as per the wages fixed by the Government from time to time. In case of non-payment of wages of

the employees by the contractor, this institution shall have the right to deduct the amount from the monthly bills of the contractor which may become payable to his employees such payment to his employees and action under law will also be taken against the contractor.

8. The successful tenderer shall get the antecedents of all his workers verified from the concerned Police stations and have to submit the particulars , antecedents verified from the Police department along with two recent photographs attested by the concerned Police Officer of the area where from a person hails before formal allotment of contract.
9. The successful tenderer shall have to submit its registered staff strength from competent authority well in advance along with the technical bid in order to avoid the problem of shortage.
10. The tenderer shall submit the details of location of its office along with the technical bid.
11. The tenderer shall submit the previous performance certificates from reputed hospitals of the state/country
12. The successful tender shall be registered as sanitation contractor with labor department of the J&K Government. Any breakage during cleaning shall have to be arranged and replaced by the contractor Free of cost.
13. The successful tenderer shall provide Uniform and Identity Cards to all his workers. The safety of the staff shall be responsibility of the contractor. The successful tenderer shall maintain proper record of the work done on daily basis, which shall be verified by the authorized Officer of the institute.
14. In case of Poor performance, the Hospital authority is at liberty to impose a fine upto Rs. 5000/- against the firm and terminate the Rate Contract with the firm after giving necessary notice.
15. Service has to be provided 24X7X365 whatever the situation be whether politically or natural calamity.
16. The department reserves the right to cancel the said NIT any time without giving prior intimation /any reason thereof to the bidders.

➤ In case of any Clarification & Feed Back , you may contact Tender Inviting Authority (TIA) or e-mail to TIA publisher on gmcmspc1@gmail.com to serve you better.



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E-TENDER NOTICE 02 OF 2018

For the year 2018-19

General Terms & Conditions

GROUP: "Sanitation"

1. The Tenderer should be a registered supplier of Health & Medical Education Department.
1. The work allotted to successful tenderer shall be initially for a period 3 months from the date of issue of contract and in case of successful performance, the contract can be considered for extension., further Rates should be mentioned as per square foot (Floor Area)
2. The tender should be accompanied with the following documents without which tender shall be rejected:-
 - CDR/FDR for Rupees Fifty Thousands (Rs50,000/=)
 - Valid Registration Certificate of the firm from Labour Department
 - P A N Number of the Tenderer/Agency/Organization.
 - Latest Income Tax/Sales Tax/GST clearance Certificate.
 - Experience Certificate
3. The contractor shall arrange the machines and other relevant equipment required for accomplishment of the job and also keeping in view the breakdown, the required machines have to be in working conditions at all times, Adequate space shall be provided by the hospital authorities for storage of the machines at the risk and responsible of the contractor for any loss of machine/equipment under any circumstances .Power and water needed to run the machines shall be provided by the hospital authorities.
4. The contractor shall engage required manpower for accomplishing the job round the clock, The contractor shall be exclusively responsible to make payment of all such workers, the contractor is liable to pay any compensation/ contribution etc under any Act or court directions/decisions in respect of the employees/worker. Further the personnel engaged by the contractor for providing services to the hospital shall have no claim for any appointment in the hospital in any capacity.
5. The contractor shall strictly comply with all laws, rules regulations as per the law in force including labour and establishment act. Payment of minimum wages act, workers compensation act etc as applicable during the period of the contract in respect of any employee or worker employed or engaged by the contractor The contractor shall also comply with rules and regulation of local authorities during performance of activities .For any violation in this regard the contractor shall be solely responsible without any liability to the hospital
6. All registration and statutory fees, if any ,in respect of the contract work pursuant contract shall be responsibility of the contractor and shall be payable by the contractor only.
7. Contractor shall provide uniform and identity to all personnel engaged by him and ensures that they clad in uniforms with proper identification during duty hours
8. All chemicals /detergents and toiletries etc; required for cleaning and sanitation shall be provided by the contractor. The same should be of standard quality, Eco-friendly and non-hazardous for human being. The same should not cause any damage to floorings, walls and other surfaces/equipment cleaned/maintained under intended contract.
9. Plastic dust bins of the different colors/codes and other biodegradable bags as prescribed by the Medical Waste Management for temporary storage shall be provided by the hospitals authorities for carrying the waste upto the site of incinerator/container provide by Srinagar Municipality Corporation in the hospital.
10. The contractor shall be responsible for any loss accruing due to shortage of man-power , inadequacy of equipment , use of chemical and detergents of substandard quality and also due to faulty workmanship in case of any damage to health, life of patients and hospital property etc. the contractor shall be liable for compensatory damages .
11. Payment shall be made to the contractor on the expiry of the month after deduction of the income tax at source during the period of the contract as applicable towards bill deposit on the

basis of the work done certificate furnished by the concerned designated authorities. The payment can however, be withheld on account of default damages or deficiency as described in the whole foregoing paras.

12. The hospital authorities are at liberty to terminate the contract on observation of poor performance.

13. The authorities reserve the right to reject/all tenders without any reason given in case of any dispute between the parties, the Chairperson Rate Contract Committee Principal/Dean, Government Medical College Srinagar will work as arbitrator whose decision shall be final and binding upon the both parties.

14. The tenderer shall have to quote rates for sanitation for full year (12 months) including Inpatient/Out Patient, Administrative Block, Casualty and all Wards, Theater, Laboratories etc.

15. The other details can be had from the office of the of Member secretary Rate Contract Committee Government Medical college Srinagar.

16. The successful tenderer has to execute the agreement prior to taking up the job with the concerned authority.

17. The areas for which the sanitation is required will be identified by the respective authorized officer/Medical Superintendent as per the funds available with them,

18. The successful tenderer should be responsible for execution of the contract in full and shall not in any case assign or sublet the approved contract or part thereof to any other party. Penalty upto 10% of the total value of the contract shall be imposed for any deviation from contractual obligations, besides forfeit of earnest money deposits.

19. Any other issues that may come up during the course of completion of contract shall be decided by the Rate Contract Committee and their order shall be final and binding upon the Purchase Officer and approved Tenderer.

20. Any other condition i.e. not indicated here can be incorporated in the Supply Order or agreement before execution of contract if need arises.

21. Chairman/Member Secretary, Rate Contract Committee are equally competent and reserve the right to consider, ignore or reject any tender at any state without assigning any reason what so-ever.

22. The department reserves the right to cancel the said NIT any time without giving prior intimation /any reason thereof to the bidders.

**SINGNATURE AND SEAL OF THE TENDERER
IN ACCEPTANCE**

UNDERTAKING/ LETTER OF ACCEPTANCE

Sir,

1. I / we do agree for all clauses, terms and conditions of the tender documents.

2. I / we agree to abide the contract to provide the services from the date of award\ of the contract which may be extended by the committee till new rate contract is\ finalized.

3. I / we declare that no legal / financial irregularities involving the Proprietor/ Partner of the applicant (s) / firm are pending.

4. I / we declare that our financial position is sound and we are competent to execute the contract.

5. I/ we declare that we will not ask/ expect any financial assistance from the Govt. of Jammu & Kashmir State.

In acceptance
(Signature & Seal of the tenderer)

CHECKLIST

S. No	Name of Document	Pages		Remarks
		From	TO	
1.	DD for cost of Tender document if downloaded from Institute website (Non-refundable).			

2.	EMD in the form of FDR/CDR			
3.	Tender document.			
4.	Details of PAN card.			
5.	Attested copies of VAT/GST registration certificate.			
6.	Latest Tax/GST clearance certificate.			
7.	Police Verification of The Firm			
8.	Experience Certificate (If any)			
9.	Registration from Labor Department			
10.	Non Blacklisting Declaration and Letter of Acceptance to be filled on Affidavit attested by Class Ist Magistrate			
11.	List of gadgets to be employed for sanitation purposes			
12.	Registered Staff strength from competent authority			
13.	Performance certificate from reputed govt. institutes			

I / We have gone through the terms & conditions laid down in the tender documents and accept the same. I am / we are submitting the bid enclosing the documents as per details given below & also It is certified that every page of the tender document is paginated & duly signed by me.

Signature with Seal

Name:

Designation:

Name of company (Tenderer):

Address:

Telephone No.:

Mobile No. :

Fax No. :

E-mail address: