



J&K Institute of Management, Public Administration & Rural Development

Regional Centre: Near Batra Hospital, Sidhra, Jammu- 180017

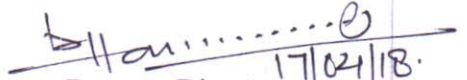
TENDER NOTICE FOR SANITATION & CLEANLINESS SERVICES

Sealed Tenders affixed with Revenue Stamp of Rs. 10/- are invited from the reputed registered agencies engaged in outsourcing of Sanitation/Cleanliness services required in the J&K IMPARD, Regional Campus, Sidhra, Jammu.

The last date for receipt of the tenders shall be 07.05.2018 upto 04.00 p.m.

The details are available at our website: www.jkimpa.nic.in.

Further details can be had from the Estates Officer/System Administrator/ Incharge Website during office hours whose contact numbers are 7006472310, 9419620607 respectively.


Deputy Director
J&K IMPA&RD, Jammu

No: IMPA/Estates/I-5/2018/479-96
Dated: 17/04/2018


17/4/18

Copy to:-

1. Joint Director, Information and Public Relations, Jammu for information with the request that the above notice may kindly be got published in three leading dailies viz. Daily Excelsior, State Times & Kashmir Times.
2. FA&CAO, J&K IMPA&RD for kind information.
3. P.S. to Director General for kind information of Director General, J&K IMPA&RD
4. P.A. to Joint Director, for kind information of Joint Director, J&K IMPA&RD, Jammu.
5. Accounts Section, J&K IMPA, Regional Campus, Jammu
6. File concerned



J&K Institute of Management, Public Administration & Rural Development

Regional Centre: Near Batra Hospital, Sidhra, Jammu- 180017

TENDER NOTICE

For and on behalf of the **J&K Institute of Management, Public Administration and Rural Development (IMPA & RD)**, Sealed Tenders affixed with Rs.10/- Revenue Stamp are invited for out sourcing of sanitation services at J&K Institute of Management, Public Administration and Rural Development (IMPA & RD) Near Batra Hospital, Sidhra, JAMMU for the year 2018-19 & 2019-20 as per the details given in the tender documents (Tender Form, Terms & Conditions of Tender Notice) from different firm(s). These tender documents can be had on the written request during all working days upto 4:00 pm against the Non-refundable cash amount of Rs. 100/- from the office of the "Deputy Director, IMPA & RD, Sidhra JAMMU.

S. No.	Particulars	Amount of CDR
01	Out sourcing of Sanitation Services at IMPA & RD, Sidhra, Jammu	Rs. 30,000.00

The rate contract thus issued shall be valid for a period of 1 year extendable for a further period of 1 year beyond the date of expiry of the Rate Contract or till such time the new Rate Contract is finalized and issued, whichever is earlier.


The Tender document should be accompanied with the earnest money as mentioned above in the shape of CDR from any Nationalized Bank pledged in favour of FA&CAO, J&K IMPA&RD, Sidhra, Jammu.

The details of the Tender document are also available on the official website of J&K Institute of Management, Public Administration and Rural Development (IMPA & RD) i.e. www.jkimpa.nic.in. The tender not fulfilling the laid down terms & conditions will be outrightly rejected.

The Director General, J&K IMPA&RD, reserves the right to reject any tender or a part of it without assigning any reason at any stage.

NO BANK DRAFT/INDIAN POSTAL ORDER WILL BE ACCEPTED.

- Last date for sale of Tender Documents 04.05.2018 upto 04.00 PM
- Last date for submission of Tenders 07.05.2018 upto 04:00 PM
- Opening of tenders 10.05.2018 at 02.00 PM


Deputy Director,
J&K IMPARD, Jammu.

No: IMPA/Estates/I-5/2018/4791-96
Dated:- /7/04/2018


17/4/18

Terms & Conditions of the contract :

1. The tender on the prescribed proforma shall be submitted in a single big size envelope containing two envelopes one for the Technical bid & 2nd for the original price bid with proper seal. The Purchase/Contract Committee will not be held responsible for any postal delay.
2. **Technical Bid should consist of the following latest documents:-**
 - a) Earnest money deposits in the shape of CDR for Rs. 30,000/- from a Nationalized Bank or J&K Bank pledged to FA&CAO, J&K IMPARD, Sidhra, Jammu. Tender without earnest money shall not be entertained.
 - b) Latest CGST & SGST clearance certificate issued by the Competent Authority shall be appended with the tender.
 - c) Certificate of Registration of GST.
 - d) Certificate of Experience in form of completion certificates.
 - e) Certificate of registration under Employees State Insurance Act.
 - f) Certificate of registration under Employees Provident Fund Act.
 - g) PAN Card of the Tenderer / Agency/ Organization.
 - h) Non- Blacklisting Declaration: An affidavit on Rs.50/- stamp paper duly attested by Ist Class Executive Magistrate to the effect that the documents/catalogues etc enclosed with the Tender are original & genuine and have not been tampered or fabricated. The firm will also certify that no criminal/Blacklist case is pending against their firm.
3. The tender documents should be page marked and bearing signature with seal on each and every page.
4. The work allotted to the successful tenderer shall be initially for a period of 03 months on trial basis and the formal contract will be executed only after providing successful/satisfactory service during trial period. Thereafter, the contract can be allotted for a period of one year in the first instance. However, the contract can also be renewed for a further period of one year beyond the date of expiry of the existing contract on the same terms and conditions. .
5. The contractor shall arrange the equipment required for accomplishment of job, adequate space shall be provided by the institute for storage of the

equipment and cleaning items at the risk and responsibility of the contractor. Power and water needed to get the job done shall also be provided by the Institute.

6. The contractor shall engage required manpower for accomplishing the job. Any misconduct towards any person in the campus, particularly women, employees of the block shall be dealt firmly. The contractor shall strictly comply with all laws, rules and regulations in force. For any violation in this regard the contractor shall be solely responsible without any liability to the Institute.
7. The Contractor must not employ child labour, and shall engage only such workers, whose antecedents have been thoroughly verified, including character, police verification and other formalities. The Contractor shall be fully responsible for the conduct of the personnel employed by the agency.
8. The Contractor will maintain an attendance register in which day to day deployment of personnel will be entered. While raising the bill, the deployment particulars of the personnel engaged during each month should be shown. The register shall remain available round the clock for inspection by the authorized representatives of the Institute.
9. All liabilities arising out of accident, injury or death while on duty shall be borne by the contractor.
10. The Institute shall not be under any obligation for providing employment to any of the worker of the contractor after the expiry of the contract. The Institute does not recognize any employee employer relationship with any of the workers of the contractor.
11. All registration and statutory fees, if any in respect of the contract work pursuant to intended contract shall be responsibility of the contractor and shall be payable by the contractor only.
12. Contractor shall provide uniform and identity cards to all the personnel engaged by him and ensure that they are in uniforms with proper identification during duty hours.
13. All chemicals, detergents and toiletries etc; required for cleaning and sanitation has to be provided by the contractor and the same should be of standard quality, eco-friendly and non-hazardous for human beings. The same should not cause any damage to flooring, walls and other surfaces/equipment cleaned/maintained under intended contract.
14. The consumable/other material to be used for sanitation by the contractor shall be inspected/approved by the Institute before their use in the area.

