

School of Planning and Architecture, Bhopal

SPAB/S&P/2020/8/9

Dt. 04.02.2020

NOTICE

Sub: Tender for Housekeeping and Cleaning Services on Contract basis at SPA Bhopal.

Reference: Pre Bid Meeting held on Monday, 27th January, 2020; 03:00 PM for Tender No.SPAB/RGO/Advt./2019-20/18 issued on 18th January, 2020 for Housekeeping and Cleaning Services on Contract basis at SPA Bhopal.

Based on the feedback received from the vendors who participated in the Pre Bid Meeting, the following modifications/clarification is made. Prospective Parties/Agencies are required to note/ensure the following before submission of sealed bids for housekeeping services in SPA Bhopal campus.

1. **As proof of No. of employees enrolled:-** Copy of ESIC and/or EPF statement is to be attached with the Technical Bid. **(Refer point F on page No. 08 of Tender Document).**
2. **Offices in Two States:** Parties are required to furnish the registration certificate of their offices in Two States as per Shop and Establishment Act or other relevant act with the Technical Bid. **(Refer point D on page No. 08 of Tender Document).**
3. **Pre Bid Meeting/Visit to Campus:** The parties who have visited the site before Pre-bid Meeting or have attended pre bid meeting on Monday, 27th January, 2020 at 3.00 pm are qualified for quoting rates of housekeeping services in SPA, Bhopal campus **(Refer page No.4 and point No. 22 on page 20 of the Tender Document).**
4. **Rate to be quoted for 30 days:** As per Labour Law, each labour shall not work for more than 26 days and they will be given 04 days weekly off in a month. Reliever should be provided for other 04 days in a month by the Agency. Parties are required to quote rates for the manpower services to be provided for 30 days in the campus. **(Refer point 1 in Financial Bids on page No. 21-23 of Tender Document).**
5. **Service Charge:** It is clarified that service charges in Financial Bid for with and without material are to be quoted on percentage of the basic manpower cost (Basic+DA only). Other components like ESIC, EPF etc. shall not be included for payment of service charges. **In reference to Point 3:** Financial Bid for with and without material, charges for housekeeping machinery to be quoted on monthly basis in rupees. **(Refer point (2) & (3) on page No. 21-23 of Tender Document).**
6. **Criteria for lowest one (L-1):** The lowest financial bidder will be decided on the basis of total service charges in the percentage + charges of housekeeping machinery on monthly basis. Charges of housekeeping machinery on monthly basis should not be less than Rs.10,000(Ten Thousand Rupees),if tender quote less than Rs.10,000 for charges of housekeeping machinery, the bid shall be treated as unresponsive. **(Refer point (2) of Important Notes on page No. 21-23 of Tender Document).**

(Above are approved by the Competent Authority)

(Registrar/C)