

Tender Details		03-01-2024 03:50:28
Tender Code	SEC/CSN/T-28/2023-24	
Tender Type	Works Tender	
Type Of Bid	Two Bid	
Description	PROVIDING SERVICES FOR CATERING, HOUSEKEEPING AND UPKEEPING JOB WORK AT MSEDCL'S REST HOUSE, OPH INCLUDING SURROUNDING PREMISES, CHH. SAMBHAJINAGAR.	
Estimated Cost (In Lakhs)	19.74	
Basis of prices	NA	
Tender Validity	NA	
Delivery Requirement (In Months)	NA	
Tender on rate contract basis	NO	
Tender Fee (In INR)	1000	
GST In INR (@18% on Tender Fee: SAC No.	180	
Total Tender Fee Amount including GST in INR.	1180	
Contact	MOHAN KALOGGE , 7875011170 ,secaurangabad@mahadiscom.in	
Pre-Qualifying Req	Refer pre-qualifying qualifying requirements	
Budget Type	NA	
Scheme Code	null	
Scheme Name		
Department	Civil Department	
Office Type	CIRCLE	
Location Type	Chhatrapati Sambhaji Nagar Civil Circle	
Designation	Superintending Engineer(Civil)	
Pre-Bid Meeting Address	SUPERINTENDING ENGINEER (CIVIL) Civil Circle, 2nd Floor, Kranti Chowk, Fuse Call Centre, Jalna Road. Chh. Sambhajinagar – 431001.	
Bid Opening Address	Online	
Version No	1	
Call for Deviation	NO	
Is Annexure C1 Applicable	NA	
Is Manufacturer Applicable	NO	
Is Trader Applicable	NO	
Minimum % of Offered Quantity	NA	
Is Power Supplier Applicable	NO	
Tender Sale Start Date	03-01-2024 16:00	
Tender Sale End Date	08-01-2024 23:55	
Bid Start Date	03-01-2024 16:05	
Bid End Date	09-01-2024 18:00	

Pre-Bid Meeting Date	09-01-2024 12:00
Techno-Commercial Bid opening on	10-01-2024 10:00
Price Bid opening on	10-01-2024 11:00
Annexure C1 Opening Date	NA
Winner Selection Date	10-01-2024 12:00
Can Bidder Opt EMD Exemption	N

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION
COMPANY LIMITED**

TENDER SPECIFICATION NO. SEC/CSN/T-28/2023-24

ESTIMATED COST ₹ 19,74,097/-

TENDER FOR

**PROVIDING SERVICES FOR CATERING, HOUSEKEEPING AND UPKEEPING
JOB WORK AT MSEDCL'S REST HOUSE, OPH INCLUDING SURROUNDING
PREMISES, CHH. SAMBAJINAGAR.**

**E-TENDER SUBMITTED BY
M/S_____**

Time Period: 12 Months

Earnest Money Deposit: ₹ 19,740/-

Opening Date of sale: From 03.01.2024 to 08.01.2024

Due date of Submission: On dtd. 09.01.2024 up to 18:00 Hrs.

To be submitted: - On-line on Web site [http:// https://etender.mahadiscom.in/eatApp/](http://https://etender.mahadiscom.in/eatApp/)

SUPERINTENDING ENGINEER (CIVIL)

Civil Circle, 2nd Floor, Kranti Chowk,
Fuse Call Centre, Jalna Road,
Chh. Sambhajnagar – 431001.

PRICE PER COPY- ₹ 1180/- (Including 18% GST)



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD.

Tender No.: SEC/CSN/ T-28/2023-24

Tender For the Work of : *Providing services for Catering, Housekeeping and Upkeeping job work at MSEDCL's Rest House, OPH including surrounding premises, Chh. Sambhajinagar.*

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DETAILS OF e-TENDERS T-28 /2023-24

Digitally Secured and offer rate TENDERS are invited (Techno-Commercial & Price bid) through e-TENDERING system by The Superintending Engineer (C), Civil Circle, Chh. Sambhajinagar, Mobile 787501170; from reputed, experienced and registered contractors under MSEDCL Online registration system and who fulfilled the pre-qualifying conditions. The pre-qualification bid and price bid shall be uploaded separately. The price bid of contractors who fulfills the pre-qualification conditions shall only be opened.

e-Tender details are available at our web site **www.mahadiscom.in** from **03.01.2024 to 08.01.2024** and submit the tenders duly online filled in, latest by **09.01.2024 up to 18:00 Hrs.**, before uploading e-tenders, **please pay e-tender fee On line only.**

S N.	Tender No.	Item Details	Estimated cost	Time limit	EMD	Tender Cost Rs
1	SEC/ CSN / T-28/2022-23.	Providing services for Catering Housekeeping and Upkeeping job work at MSEDCL's Rest House OPH including surrounding premises, Chh. Sambhajinagar.	19,74,097/-	12 Months	19,740/-	1180/- (Including GST18%)

Interested bidders shall download the document after paying Tender fee and E.M.D. as mentioned above along with submission of all the required copies of prequalifying document duly digitally signed and mentioning Receipt No's & date at appropriate place in technical bid and upload Memorandum of Declaration under price bid well in advance before the due date & time of submission of e-tender.

**SUPERINTENDING ENGINEER (C), MSEDCL,
Chh. Sambhajinagar.**



अल्प मुदत ई – निविदा सूचना

महावितरणकडे सक्षम कंत्राटदार यांचेमार्फत महावितरण कंपनीच्या स्थापत्य विभाग छ. संभाजीनगर अंतर्गत महावितरण कंपनीच्या विश्रामगृहाची साफसफाई व देखभाल (Catering, Housekeeping work, Job work) करिता SEC/CSN/T-28/2023-24 नुसार अधीक्षक अभियंता (स्था.), महावितरण, २ रा मजला, क्रांती चौक फ्युज कॉल सेंटर, दुध डेअरी शेजारी, छ. संभाजीनगर; ई-मेल:- secaurangabad@gmail.com; मोबाईल: 7875011170 यांचेमार्फत ऑनलाईन ई-निविदा मागविण्यात येत आहे. निविदा सूचना व निविदा प्रपत्र महावितरणचे <http://etender.mahadiscom.in/eatApp> या संकेत स्थळावर दि. 03.01.2024 ते दि. 08.01.2024 पर्यंत उपलब्ध आहे. सर्व निविदा या संकेत स्थळावर दि. 09.01.2024 रोजी 18:00 वाजेपर्यंत स्वीकारणेत येईल. निम्नस्वाक्षरीकार यांनी कुठलेही कारण न देता सर्व निविदा स्वीकारणे अथवा रद्द करणेचे अधिकार राखून ठेवलेले आहे. **टिप :-** जर विहित कालावधीत निविदा विकल्या गेल्या नाहीत तर सदरील निविदा विकण्याची कालावधी ऑनलाईनच वाढविण्यात येईल व त्या करिता कोणतेही शुद्धिपत्रक वा निवेदन वर्तमानपत्रात पुन्हा प्रकाशित करण्यात येणार नाही. नोंदणीकृत एजन्सी यांनी या संबंधीच्या सूचना महावितरण कंपनीच्या वरील संकेतस्थळावर वेळोवेळी तपासणी करत राहावी.

अधीक्षक अभियंता (स्था.), छ. संभाजीनगर ;

मोबाईल :- 7875011170

PRO No. CSN / 147/ 2023-24

Not to print below this line ...

News Paper Names: - Dtd. 03.01.2024

१. दिव्य मराठी (छत्रपती संभाजीनगर)
२. पुढारी (छत्रपती संभाजीनगर)
३. सांजवार्ता (छत्रपती संभाजीनगर)
४. शासन सम्राट (छत्रपती संभाजीनगर)

PRE-QUALIFYING REQUIREMENTS**TECHNICAL DOCUMENTS: (Below all three documents are primary documents)**

1. Valid Food and Drug department license.
2. Valid Shop and establishment certificate. (Shop Act License)
3. Work Done :- Certificate from the Officer in charge/ Competent Authority of the concerned department regarding satisfactory completion of similar nature of work is to be attached along with Tender.

Experience of having successfully completed similar works during **last 07 years (From Dec-2016)** ending last day of month previous to the one in which applications are invited should be either of the following:-

- a) Three similar completed works costing not less than the amount **equal to 40% of the estimated cost.** **OR**
- b) Two similar completed works costing not less than the amount **equal to 50% of the estimated cost.** **OR**
- c) One similar completed work costing not less than the amount **equal to 80% of the estimated cost**

- **“Similar nature of work”, housekeeping, catering and upkeeping of Rest House of Govt / Semi Govt organizations viz. Banks, MSEDCL, MSETCL, MSPGCL, PWD, Irrigation, MJP, LIC, MIDC, etc. (Work done certificate should be consolidated /combined for providing housekeeping & catering services unitedly). Work Experience certificate of Co-operative Society of Govt.-Semi. Govt. / Pvt. School / PVT. Firm is NOT ALLOWED.**

4. Certificate of Registration under Provident Fund Act, 1952. (P.F. Registration)
5. Certificate of ESIC Registration.
6. The certificate regarding registration under Contract Labour Act, 1970. (If Necessary)
7. Labour License required for the work from Concerned Authority. (If Necessary)

COMMERCIAL DOCUMENTS:

(Primary Necessary documents :- To be upload in Tender COMPULSORY)

1. Receipt of EMD Paid. (Upload the transaction receipt in case of online payment)
2. Registration certificate of Goods and Service Tax (GST).
3. Last 03 Years average around Turnover equivalent to 50% of tender value.
4. Last/recent year Income Tax Returns.
5. Last Quarter/Last Month (whichever is applicable) GST R-1 & 3-B Bill Invoices.
6. Partnership deed (in case of partnership firm).

(Secondary documents:- May be demanded at any time)

7. PAN Card.
8. Last/recent year Positive Net worth Approved by Chartered Accountant.

NOTE :

1. The bidding is open to bidders who satisfy the qualification criteria set forth in the bidding documents with respect to their experience and financial capabilities.
2. In case any of the above documents are expired the necessary proof of renewal i.e.Challans/receipts shall be uploaded, failing which it will be treated as 'not submitted'.
3. TENDERS WITHOUT EARNEST MONEY DEPOSIT RECEIPT SHALL SUMMARILY BE REJECTED.
4. **Whether to give deviation bid or not is kept reserved by the undersigned.**

SUPERINTENDING ENGINEER (C)
Civil Circle, Chh. Sambhajinagar.

Pre-Qualifications for Bidder

The bidders should satisfy themselves before purchasing online Tender that they meet all above qualifying criteria. The bidders shall furnish the original documents in support for fulfillment of pre-qualifying criteria and other tender requirements after opening of tender bids if asked for.

The bidders not fulfilling the criteria of submission of the technical bid documents as specified in tender will be disqualified. The on-line purchase of tender documents does not necessarily qualify the bidders for acceptance of their bid.

Bid Documents will neither be issued manually nor be sent by post or courier. Blank tender documents can be viewed and downloaded by intending bidders online on website <https://etender.mahadiscom.in>. after payment of **non refundable tender fees as above** by E-payment directly to our MAHADISCOM's A/c. net banking. MSEDCL have integrated the net banking facility with our website for the purpose of E-payment.

Tenders (**TECHNO-COMMERCIAL & PRICE BID**) duly filled in as per the procedure stipulated in the tender document and duly signed with digital signature will be received online.

TECHNO-COMMERCIAL BID will be opened on the same day, if possible. After opening of **TECHNO-COMMERCIAL BID** and its scrutiny the **PRICE BID** submitted by the tenderers who have been qualified in **TECHNO-COMMERCIAL BID** will be opened. In case the above opening date happens to be a Public Holiday, the immediate next working day will hold good in lieu of the date mentioned. **Tenders shall be submitted only online and not in person.**

Tenders sent by post/courier will not be accepted. The tenders will not be accepted after due date & time of submission. Further MSEDCL does not accept any responsibility for inability to use and/or for any delay in service provided by the site.

The right to reject any or all tenders without assigning any reason whatsoever is reserved by the undersigned.

The Company reserves the right to relax any of the above conditions without assigning any reason thereto.

**SUPERINTENDING ENGINEER (C)
Civil Circle, Chh. Sambhajinagar.**

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD.
CONDITIONS OF TENDERING

1.0 This bid is a two part bid. Part-I i.e. TECHNO-COMMERCIAL BID shall be pre qualifying documents and Part-II i.e. PRICE BID shall be price bid. The bidder shall submit his bid in two bids simultaneously on due date as specified in the tender notice as under:

1.1 TECHNO-COMMERCIAL BID:

All the pre qualifying documents' scanned copies shall be uploaded in a PDF file.

1.2 PRICE BID

PDF File of scanned form of Memorandum of Works and Schedule B duly signed by Contractor shall be submitted.

1.3 OPENING OF TECHNICAL BID & COMMERCIAL BID

The **TECHNO-COMMERCIAL BID** shall be first opened on the day of the opening in the office of Supdt. Engineer (Civil) MSEDCL Civil Construction Cum Maintenance Circle, Chh. Sambhajinagar in the presence of the authorized representatives of the bidders who choose to remain present at the time of opening. The prequalification of the bidders will be verified.

The price (bid) **PRICE BID** of only those bidders who qualify for completing the bid shall be opened thereafter on the same day or any subsequent day which will be intimated to the bidders in advance.

2.0 EARNEST MONEY DEPOSIT (Bid Guarantee) :

The payment of earnest money shall be accepted in the form of online mode only. EMD in any other form like Cash / FDR/ Demand will be not accepted.

If any bidder withdraws his bid during the period of validity of the bid as specified by the Company, the earnest money deposit of such bidder shall be forfeited. Similarly, if the successful bidder fails to sign the contract in accordance with the conditions of the contract and/or to furnish prescribed security deposit within stipulated time limit, the Letter of Intent shall be cancelled and his earnest money deposit shall be forfeited.

Tender submitted without E.M.D will not be accepted.

2.1 Validity of E.M.D.

EMD shall be initially valid for a period of Four (4) months from the date of opening of **TECHNO-COMMERCIAL BID**.

2.2 E.M.D. of the successful bidder shall be returned once both the parties sign the contract and provided the successful bidder furnish the security deposit.

2.3 The Earnest Money Deposit may be forfeited.

If a bidder withdraws his bid during the period of bid validity specified by the MSEDCL i.e.

4 months after opening of price bid (**PRICE BID**)

OR

In the case of the successful bidder, if the bidder fails to furnish security deposit, within the prescribed time, thereof.

2.4 No interest shall be payable by the company on the E.M.D./Security Deposit

furnished by the bidder.

3.0 The tender shall remain valid for **Four (4)** month from the date of opening of the cover **PRICE BID** (price bid). A bid valid for a shorter period may be rejected by the company as non-responsive.

4.0 The bidder will have to quote appropriate percentage both in figures as well as in words at the end of Schedule 'B' at the appropriate place as detailed in the enclosed Schedule of Items. In case of discrepancy between description in words and figures, the description in words will prevail.

5.0 All corrections in the documents should be signed by the bidder before submission of the tender. The bidder must sign each page of the tender documents. All rates and prices quoted shall be in ink only.

6.0 The bidder shall exercise only one option among the three offered to quote his price bid and in case of any deviation, the tender would be rejected.

7.0 Canvassing in any form is strictly prohibited and any bidder found to have resorted to canvassing shall be liable to have his tender rejected summarily.

8.0 In the event of the tender being submitted by a partnership firm, it must be signed by an authorized partner or in the event of absence of any partner it must be signed by a person holding a power of attorney authorizing him to do so. Such power of attorney should be produced along with the tender. Only authorized person/persons who produce certificate of authorization will be permitted to take part at the time of opening **TECHNICAL BID/ COMMERCIAL BID.**

9.0 Acceptance of the tender will rest with Maharashtra State Electricity Distribution Co. Ltd. who do not bind themselves to accept the lowest tender and reserve themselves the authority to reject any or all the tenders received without assigning any reason whatsoever, without assigning any reason whatsoever.

10.0 Time is the essence of this contract. The works listed in schedule-B and covered under the scope of work shall be completed within the time schedule given.

**SIGNATURE AND FULL ADDRESS
OF THE BIDDER.
DATE:**

**SUPERINTENDING ENGINEER (C)
Civil Circle, MSEDCL, Chh. Sambhajnagar.**

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD.

INSTRUCTIONS TO TENDERERS:

1.0 A schedule of quantities is included in the Tender document. It shall be definitely understood that the quantities indicated under schedule "B" are only tentative and this schedule is liable to alteration by omission, deduction or addition at the discretion of the Superintending Engineer or this representative as put forth in condition of the contract.

2.0 Overall time allowed for completion of the work is **12 (Twelve) Months**. Time limit shall be counted from the date of handing over of site initially, to the contractor. It shall however be clearly understood that it may not be possible for the company to hand over the entire site of work to the contractor initially itself and various parts of site may be handled over only in stages, to suit company's requirements and convenience and the contractor shall be expected to adjust and plan his construction activities accordingly.

3.0 It may be clearly understood by the tenderer that the contractor shall be bound to complete and handover to the Company any works and period/s indicated in the programme without any extra expenditure to the Company.

4.0 The earnest money will be forfeited by the Company in case the successful tenderer/s after his / their tender has been accepted shall refuse to pay the prescribed security deposit and / or fail to sign and complete the contract agreement, within the prescribed time thereafter.

5.0 SECURITY DEPOSIT:-

You shall have to pay an amount equal to **5 % of the order value towards security deposit** within 07 (Seven) days from the date of receipt of LOI. The same shall be refunded only after satisfactory completion of work. No interest shall be payable by the company on this amount. The amount of Security deposit should be paid by DD/CASH at the office of the under signed. If there is any loss, thefts or damage to the Company's property due to careless working of labours, the same shall be recovered from you through security deposit.

5.1 REFUND OF SECURITY DEPOSIT:-Security deposit will be refunded on satisfactory completion of the work, on application of the agency. If there is any loss, thefts or damage to the Company's property due to careless working of labours, the same shall be recovered from you through security deposit.

6.0 Within one month from the date of receipt of the work order, the contractor shall have to enter into an agreement with the Co.'s for the satisfactory completion of the contract in the approved proforma of agreement of the Co.'s. Until such agreement is executed, the Co.'s will not be liable, to pay, nor shall the contractor be entitled to claim amounts due or payable, if any, under the contract. The cost of necessary stamp paper for the agreement shall be borne by the contractor.

7.0 The tenderer shall quote in English or Marathi both in figures as well as in words the service charge put to tender, and amount in the price schedule of items of work forming part of the tender in such a way that any interpolation is not possible. The tendered amount for the work shall also be entered in the tender and duly signed by the Tenderer.

8.0 All corrections and alterations in the entries of uploaded tender papers shall be digital signed in full by the Tenderer with date.

All signatures in the tender document shall be dated as well as all pages & all parts and sections of uploading tender documents shall be initiated at the lower right hand corner or signed wherever required the document by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the Tenderer before submission of tender.

9.0 The contract or any thereof shall not be sublet without the written permission of the Superintending Engineer-In-Charge. In respect of subletting of work in terms of labour contract, if any, it shall be the sole responsibility of the main contractor to guard that none of the requirements of The Maharashtra Contract Labour (Regulation and Abolition) Act & Rules (191) get infringed. The contractor shall save the Company harmless in respect of any actions brought by Government against the Company in this respect.

10.0 Contractor shall produce/submit the certificate regarding registration under **Labour Contract Act** to the Engineer-in-charges, when so called for.

11.0 The Contractor shall upload a valid certificate of Registration as required under the Maharashtra Sales Tax on the transfer of property in goods involved in the execution of works contract (Re-enacted) Act, 1989, as updated. The certificate shall be produced by the contractor to the Engineer-in-charge whenever called for.

12.0 Tenders (price bids) shall remain open for acceptance of a period of **Four Months** from the date on which they are due for submission and during this period no tenderer shall be allowed to withdraw his tender. Any such withdrawal during the said period will entitle forfeiture of the earnest money deposited by the Tenderer.

13.0 RECOVERY OF INCOME TAX AT SOURCE:-

In accordance with provisions of Section 194 (C) of the Finance Act. 1972, deduction of Income Tax at source at the rate of as per prevailing rate of the gross amount payable, shall be made from the Contractor's bill, unless he produces necessary exemption certificate from the appropriate authorities of the income tax department. Any other deduction if required under any other Finance Act/s shall also be made from the contractor's bills, unless he produces necessary exemption certificate.

14.0 PREVALENCE OF VARIOUS STIPULATIONS:-

The work shall be carried out by contractor in accordance with the stipulations under 'INSTRUCTION TO TENDERERS', General Conditions of contract, 'Special Conditions of Contract', Technical Specification', 'Schedule 'A' & 'B' and the work order. Where there is a contradiction between the stipulations under the 'work order' and the stipulations under 'INSTRUCTION TO TENDERER'S, general Conditions of Contract, Special Conditions of Contract, Technical Specifications, Schedules 'A' & 'B' and the contents of tender's letters, the stipulations under the work order shall prevail. Where there is a contradiction between the stipulation under the Schedules 'A' & 'B' and the stipulations under INSTRUCTION TO TENDERER'S, general Conditions of contract, 'Special Conditions of Contract' and the 'Technical Specifications', the Stipulations under Schedules 'A' & 'B' shall prevail, Where

there is a contradiction between the stipulation under, 'General Conditions of Contract', 'Special Conditions of Contract', and the 'INSTRUCTION TO TENDERERS', the stipulations under 'INSTRUCTION TO TENDERERS' shall prevail. Where there is a contradiction between the stipulations under 'General Conditions of Contract' & the stipulations under 'Special Conditions of Contract' the stipulations under 'Special Conditions of Contract' shall prevail.

15.0 PROCEDURE FOR SUBMISSION OF TENDER :-

The tender should be submitted through e-process only in two separate bids. The first bid of prequalifying bid attached with documents mentioned above duly digitally signed. **(Request to Submit Coloured Photocopy please)**

The second bid containing only the tender document will not be considered if the documents in the first bid are incomplete or not qualifying for the consideration.

16.0 Tenders, which do not fulfill any or all of above conditions or are incomplete in any respect are liable to summary rejection.

17.0 The tenderers shall also uploaded on web site the percentage Schedule all duly filled in Company's tender forms issued for the purpose, along with all tender drawings, all documents duly signed.

The tender shall not put forth any terms or conditions either commercial or technical at variance with those stipulated in Company's tender specification. Conditional tenders are liable to be rejected.

18.0 The Company reserves the right to relax any of the above conditions without assigning any reason thereto.

19.0 The right to reject / accept any or all tenders, in part or whole without assigning any reason whatsoever is reserved with the undersigned.

20.0 The Company does not bind itself to accept the lowest bid. The Company reserve the right to reject any bid or portion thereof without assigning any reason thereof or to split the contract either at the initial contract award stage or during the progress of work due to unsatisfactory work or progress of the contractor. The Company will not entertain any claim from the contractor as a result of such action on part of the Company.

21.0 Further information required, if any, can be obtained from the office of the Superintending Engineer(C), Civil Circle, Chh. Sambhajinagar-431001. It must be clearly understood that the tender must be received complete in every respect by the due date and time.

22.0 Work Order: Work Order/Purchase order will be issued as per availability of funds/budget.

**SIGNATURE AND FULL ADDRESS
OF THE BIDDER.
DATE :**

**SUPERINTENDING ENGINEER(C)
Civil Circle MSEDCL, Chh. Sambhajinagar.**

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED**TERMS & CONDITIONS**

1. **DURATION OF CONTRACT:** This contract shall be for a period of **12 months** from the date of its commencement. However the performance shall be observed initially for a period of 01 (One) month only.
2. **SCOPE OF WORK:** The scope of work under this contract shall include Upkeepment of Rest House at Chh. Sambhajinagar (Aurangabad).
 - a] Complete cleaning, sweeping and swabbing of floors, common area, reception, passage etc. twice a day.
 - b] Cleaning room/carpets daily with vacuum cleaners. Cleaning of inside roof & walls & side corners.
 - c] Cleaning of toilets floor area and commode / W.C. pan etc. provided in the rooms / outside with said / suitable detergent twice a day and to provide air purifier and naphthalene balls.
 - d] Cleaning of Kitchen, dining hall and other surrounding area with scented phenyl twice-thrice daily probably after every meal.
 - e] Dusting cleaning and brushing of the area outside the boundary of the Rest House at OPH premises daily at specified places.
 - f] Collection, carrying and dumping of sweeping / garbage outside the boundary of the Rest House at OPH premises daily at specified place.
 - g] You shall arrange to change the bed sheets, pillow covers and hand towels once in two days. Bath and hand towels will be changed daily. Complete items i.e. bed sheets; pillow covers, bath towels and hand towels should be replaced immediately when new person occupies the room.
 - h] Sweeping of the yard / Rest House at OPH premises daily, cleaning of sewers, nallies, removal of chock- up of nallies and sewers, removing of grass, collection of garbage and disposal of garbage daily, weekly spraying of disinfectants in drains at your cost.
 - i] You shall maintain the S.W. Pipeline, inspection Chamber etc. within the Rest House at OPH premises.
 - j] You shall maintain the S.W. pipeline, inspection chamber etc. within the Rest House at OPH premises.
 - k] All the materials, phenyl, room fresheners, acid, air purifier's, naphthalene balls etc. should be provided to you and you should maintain the minimum stock of these materials, and accordingly report to the company's representative from time to time.
 - l] Cleaning of window and door glasses with high quality cleaning liquid or power daily.

3. CATERING & OTHER SERVICES:

- a] You shall provide best and obedient male Khansama for cooking purpose at Rest House at OPH premises.
- b] The Unskilled workers to be provided must be Loyal, Obedient.

4. CONTRACTOR'S RESPONSIBILITIES:

A] Contractor's Authorized representatives / Supervisor shall be made available round the clock by contractor for attending the services. **(Please note Expenditure for the same is not considered in Preparation of Estimate)**

B] To maintain through cleanliness and hygienic conditions of all Rest House at OPH premises.

If any shortage is noticed due to careless handling of your persons the same shall be recovered from you.

C] Contractor shall keep watch for any damage to lamination, installation furniture etc. and the same should be reported to this office from time to time.

D] Contractor shall insure that his responsible staff round the clock to maintain all complaints / requirements at Rest House at OPH premises promptly.

G] The cleaning staff must be given strict instructions to ensure that no solid waste is allowed to flow into gutter pipes and cause chocking particularly in working place and kitchen.

H] Contractor shall remove garbage, raw material from Rest House at OPH premises daily and to be dump in "Ghantagadi" of AMC / Specified space.

I] Contractor himself or his worker shall help for any type of work required at Rest House at OPH premises.

K] Contractor and his persons shall work as per the instruction of Company's Representative.

M] Contractor will see that no garbage is speeded up around the Rest House at OPH premises and nearby premises. If such found, he may inform the AMC for arranging to empty it.

Q] Copy of License, from competent Govt. Authority and copy of food & Drug Deptt. License for the work / Gumasta / should be enclosed.

T] All the persons deployed by contractor in Rest House at OPH premises should be **well dressed and should be given proper uniform and free from any disease. (Please note Expenditure for the same is not considered in Preparation of Estimate).**

5. PAYMENT :

100% payments shall be released on monthly R.A. bill for the services rendered after submission of bills in triplicate within reasonable time from the date of submission of bills alongwith certificate issued by the concerned in-charge regarding satisfactory completion of work and subject to availability of funds.

6. AGREEMENT:

Contractor will execute an agreement on a valid stamp paper of requisite amount and the cost of the same shall be borne by him.

7 WORKING STAFF:

a] You should deploy required staff for providing catering services and housekeeping at Rest House at OPH premises and no persons below 18 years of age shall be employed, you will have to pay minimum wages as per the rates for club and canteen to the staff. **(Unskilled Labour)**

b] You should provide male khansama **(with apron, gloves, head Mask etc and other all necessary things at the time of cooking)** in two shifts and he should have the good knowledge of preparing the vegetarian / non-veg. Meals, breakfast etc. He should have experience in such work. In this regard all responsibility will be of the bidder only.

C] You should deploy all attendants in uniform. All servicemen should be with Good uniform as in big hotels and you should provide the same within the quoted rates.

D] You should provide sweeper cum cleaner for cleaning of bath rooms / lavatories rooms, verandah, passage and sweeping of yard / premises of Jt. M.D. Residence, cleaning of sewage, nalties etc daily.

8. SECURITY RULES AND REGULATIONS:

You will have to follow all the statutory rules and regulations of the Company.

9. PENALTY:

a] In the event of some failure, neglect, dislocation or stoppage of the Rest House at OPH premises services by you the company may get the work done by some other agency or departmentally at your risk and cost without prejudice to it's right to enforce performance in respect of the work. You shall for having such work done by some other agency without prejudice to any other rights. Therefore having such work done by some other agency without prejudice to any other rights. The company may have in this behalf either under this agreement by one months notice to you in writing and in such event he shall have no claim for any loss or damage against the Company.

B] If khansama / Assist. Khansama/ worker s deployed for the work remains absent, the penalty at the rate of 1 & ½ (One & half) times the average accepted rate per labour per day will be deducted from the contractors bill.

C] Preparation will be made as per approved menus fixed by the authorized representative. If on investigation, it is found that any preparation is sub standard in quality and quantity a penalty shall be imposed on you for a particular shortcoming in day. **The decision of the authorized representative shall be final and binding on contractor.**

D] No. of Man powers may be changed i.e. maybe increase / Decreased as per Requirement of Rest House at OPH premises if the same is not obeyed / deployed by you and also all the Man powers are not found in uniform, a penalty will be imposed on contractor.

E] If the Rest House at OPH premises Residence is found unclean penalty will be imposed on contractor.

Note: In case of failure of any of above and in providing services unsatisfactorily, misconduct, irregularity, if reported, a penalty of Rs. 5000/- per instance will be levied & will be recovered through next immediate bill.

10. INCOME TAX:

Income tax as per rules will be deducted from the bills submitted by the contractor.

11. CLEANLINESS & HYGIENE:

All the rules and regulations regarding hygiene, health etc issued by the state Municipal or Panchayat authorities and especially by chief Inspector of factories shall be strictly adhered by contractor.

12. Right to inspect and audit, the Man power, Bills and account: The Company reserves right to audit the account and check the Bills/ Man powers / stock position of contractor raw material and articles provided by the company.

13. You will have to maintain permanent record of all the articles supplied by me company At the end of each Month and at the end of contractor period you will prepare the list of all the items held by contractor and show them separately as in good condition, repairable, non-repair able and missing and make them available for the purpose of joint verification by the authority representative of the company and contractor. Cost of missing or damage items shall be recovered from your bill.

14. You have to maintain daily Attendance Register towards Man power Services at Rest House at OPH premises at Your Own Cost.

15. Laws & Regulations:

You will be responsible to implement provisions of relevant labour laws. Rules regulations and amendments made from time to time such as:

a] The workman's Compensation Act 1923 with workman's compensation rules 1924.

B] The minimum wages Act 1948 (Act no. 1948) and the Mah. Mini mum wages rules 1963 revised mini mum wages Act w.e.f. 01/ 07/ 2010 and the acts amended time to time in this regard are applicable.

C] The contract labour and regulation & Abolition Act 1970 with the Maharashtra Contract **Labour Regulation Abolition Rules 1971.**

D] CPF Act / regulation and other labour law and rules of ESI as applicable from time to time.

E] Record maintenance: You should maintain daily attendance register of labours engaged and issue them daily attendance card-sales payment registers / performs as per the contract labour (regulation and abolition) Act 1970.

Register maintained should be got checked by the concerned MSEDCL officer regularly before passing the bills.

(Please note Expenditure for the same is not considered in Preparation of Estimate)

16. DEDUCTION OF CPF:

You shall deduct CPF from the wages of worker s from the date of employment and deposit the deducted amount along with his equal contribution by you in the office of Regional Provident fund Commissioner, Chh. Sambhajinagar and information to the effect of having deposited the CPF. Contractor should submit P.F number whenever required by this office.

17. INSURANCE:

The contractor shall indemnify and save company (MSEDCL) against all actions / suits / claims / demands / costs or expenses arising out of accidents, injury suffered by the workman employed by the contractor or damages to the property of the third party or the property of the company in the custody of the contractor and therefore strictly advise to carry out insurance of Man Power which you are providing.

18. GST:

GST will be applicable as per ACT.

19. TERMINATION OF CONTRACT:

The contract is liable to be terminated on account of following reasons.

A] Contractor fails to commence the work or.

B] Abandons the work or work is not confirming to the specifications and satisfactory

OR

c] Commits breach of any terms, conditions, specifications of the contractor.

D] Dies or

e] Become insolvent or

f] Goes bankrupt or

g] The behavior of the contractor or personals employed is not co-operative and cordial with the MSEDCL's concerned officials or guests or other contractor s working in the vicinity.

Under any of the above circumstances the undersigned shall be entitled to forthwith by giving 7 (Seven) days notice to the contractor or his legal representative to terminate the contract and MSEDCL may in the event complete the contract in such manner and time and by such persons as MSEDCL shall think fit at the risk and cost and liabilities of the contractor. Any extra expenditure in this regard will be recoverable from the contractor.

20. LABOUR PAYMENTS:

The contractor shall pay his staff as per mini mum wages specified for club and canteen category and labour regularly and in the event of any

complaint, the engineer incharge reserves the right to verify labour muster and payments thereof and any dues if found will be paid directly to the concerned person by the engineer in charge in the presence of the contractor and will be recovered from the bills. The contractor should confirm the payment of CPF for his staff so that the bill payment can be made.

The contractor will observe all Govt. rules essential for works against the contract and will be responsible for any breach of rules, fines penalty, and punishment thereof.

21. DEDUCTION:

Any payment on account of any cost, damages or expenses or any other payable or becomes pay able by the contractor to the Company will be deducted by the company from any money due or becoming due by the company to the contractor under this or any other contract without prejudice to the company's right to recover the same by the ordinary process of law.

22. SUBLETTING OF CONTRACT:

THE CONTRACT or any part thereof shall not be assigned or sublet without the return permission of the Chief Engineer, (AZ) Z. O. Chh. Sambhajinagar. In case such permission is granted, the responsibility of executing the works according to the specification and within stipulated time shall entirely rest with the main contractor.

23. JURISDICTION :

All questions, disputes or differences arising out of or in connection with the contract shall be subject to exclusive jurisdiction of the Aurangabad Court only.

24. Offer should be inclusive of all the taxes & all charges as applicable, nothing will be paid extra.

25. **As the estimated cost is more than Rs. 10.00 Lakh, hence no preference will be given to any co-operative society of unemployed persons, Public Service Centre etc. which may be noted.**

26. **The Rate calculation sheet is attached along with this Tender. It is requested to bidders to Check & Verify at their end thoroughly. Accordingly considering all the requirements / Facts and figures quote the Tender Please.**

27. **10% Contractor Profit & 5 % Municipal Charges is CONSIDERED while preparing Estimate. Rates for calculation are taken as per SSR.**

28. **तसेच सर्व आवश्यक कागदपत्रे जोडावीत. Deviation द्यायचे कि नाही हा अधिकार निम्नस्वाक्षरीकार यांनी राखीव ठेवला आहे**

**Superintending Engineer (Civil),
Civil Circle, Chh. Sambhajinagar.**

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.

CIVIL CIRCLE, CHH. SAMBHAJINAGAR.

Name of Work: Providing services for Catering, Housekeeping and Upkeeping Job work at MSEDCL's Rest House including surrounding premises, OPH Premises, Chh. Sambhajanagar.

SCHEDULE OF RATES FOR FOOD & BEWERAGES

Sr. No.	Name of Items	Quantity	Rate (₹)
BEWERAGES			
1	Black Tea (<i>Dikashan</i>)	75-100 ml	₹ 7
2	Tea	75-100 ml	₹ 10
3	Coffee	75-100 ml	₹ 15
4	Milk	75-100 ml	₹ 15
6	Butter Milk (<i>Chhach/Tak</i>)	200 ml	₹ 10
7	Lassi	200 ml	₹ 25
8	Coldrinks i.e. Thumsup /Pepsi /Slice /Maaza /Limca /Mirinda/Soda etc.	1 Bottle	As per company MRP
BREAKFAST			
7	Vada Pav	1 No.	₹ 20
6	Samosa	1 No.	₹ 20
7	Poha	100 gm	₹ 20
8	Upma	100 gm	₹ 20
9	Double Omelette	2egg+ 4bread slice	₹ 40
10	Boiled Egg	2 Nos	₹ 25
MEALS (LUNCH & DINNER)			
1	Vegetarian Thali :- <u>UNLIMITED</u>	1 No.	Rs. 100
	i. Salad (Kakadi /Tomato /Onion & etc)		Sweet is to be served Compulsory for each meal. Note : If any guest does not take sweets, then Rs. 10/- shall be deducted. Also Dahi /Papad/Salad Item not given then also Rs. 10/- Per Item will be deducted
	ii. Rice.		
	iii. Chapati.		
	iv. Vegetables (1 Dry+1Gravy)- 2 kinds		
	v. Dal or curry		
	vi. Curd 01 <u>Big Regular Wati</u>		
	vii. Papad 01 Nos., Pickle, Sugar		
	viii. 01 Sweet (Gulabjam, Rasgulla, Shrikhand, Basundi etc. like Items)		
	ix. Onion Pakoda		
	<u>Compulsory</u>		
	Sweet is to be served Compulsory for each meal.		
2	Special Vegetarian Meal :- <u>UNLIMITED</u>	1 No.	Rs. 150
	i. Salad (Kakadi /Tomato /Onion & etc)		
	ii. Jeera Rice/ Pulav.		
	iii. Fulka / Paratha/ Puri.		

	iv. Vegetables (1 Dry+1 Gravy(Panner masala/ Kaju curry/ Rajma masala))- At least 2 kinds v. Dal or curry vi. Curd 01 Big Regular Wati vii. Fry Papad 01 Nos., Pickle, Sugar viii. 01 Sweet (Gulabjam/ Kalakand/ Rasgulla/ Shrikhand/ Basundi etc. like Items) ix. Onion Pakoda <u>Compulsory</u> Sweet is to be served Compulsory for each meal. Note : If any guest does not take sweets, then Rs. 10/- shall be deducted.		
	Also Dahi/Papad/Salad Item not given then also Rs. 10/- Per Item will be deducted		
3	Non-Vegetarian Meal:- i. Rice ii. Chapati iii. Gravy (Chicken/Mutton) iv. Papad, Salad (Kakadi /Tomato /Onion & etc) v. Chicken/Mutton Piece	1 No.	Rs. 140 (Chicken) Rs. 180 (Mutton)
4	Eggs Curry (2 Eggs)	1 Plate	Rs. 100

Agency have to Supply Aqua Water at his OWN COST. The available Water Purifier in the Rest House will be try to made in Working Condition in the Beginning only and then after Its Maintenance and All is To be done by Bidder at his Own Cost. For which no reimbursement will be given by MSEDCL.

Also please note that the Expenditure of the same is not considered while preparing the Estimate.

AGENCY MUST HAVE TO USE BEST QUALITY MATERIALS & FOOD .

एजन्सी यांनी जेवणाच्या दराबाबत त्यांचे खर्चाने जेवणाच्या दराचे फ्लेक्स / बोर्ड (3 फुट X 4 फुट) लावणे आहे. तसेच किचनमध्ये खानसामा व त्यांचे जोडीदार यांनी डोक्यावर हातात मोजे, शेफ कॅप घालणे आहे आणि जेवण वाढण्याची सर्व्हिस देणारे यांनीही जेवायला सर्व्हिस देतांना हातात मोजे, डोक्यावर शेफ कॅप घालूनच सर्व्हिस द्यावी.

Superintending Engineer (Civil)
Civil Circle, MSEDCL, Chh. Sambhajinagar.

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD.

Name of Work: Providing services for Catering, Housekeeping and Upkeeping Job work at MSEDCL's Rest House, OPH premises including surrounding premises, Chh. Sambhajinagar.

SCHEDULE "B"

Item No.	Particulars	Qty.	Rate	Unit	Amount
1	Providing catering services for round the clock operation of guest house including housekeeping services i.e. daily sweeping & brooming, cleaning with water wet duster, Standard & fragrant branded phenyl of lizol make, detergent etc. of flooring, walls / partitions, staircase, ceiling, window glasses, external grills, removing of spider nets etc. complete. Also, cleaning of toilet units & Passage shall be carried out twice a day by using Harpic /lizol make phenyl. Daily & As and when required Using & spraying of good quality of room freshener including all required cleaning materials / consumables i.e. soap for general suits, naphthalene balls with sooting fragrance, godrej air pockets etc. Including maintenance of lawn /plant, trimming of trees etc. With required manpower, machinery & consumable materials, as directed by the authorized representative of the company.	11.00	112590/-	Month	1238490
2	Providing laundry services of all bedding materials i.e. single and double bed sheets, pillow covers, chadars, blankets, towels, napkins, curtains etc. including providing & spraying of Ahimsa liquid to prevent bed bug or equivalent herb pest herbal bed bug control and require same nature of cleaning as & when required etc. complete. <u>As directed by the Engineer In charge</u>				
a	Double Bed sheets (Immediate after use)	250.00	55/-	Nos	13750
b	Single Bed Sheet (Immediate after use)	250.00	40/-	Nos	10000
c	Pillow Covers (Immediate after use)	500.00	15/-	Nos	7500
d	Chaddar (As required)	150.00	40/-	Nos	6000
e	Towels (Immediate after use)	180.00	30/-	Nos	5400
f	Napkins (Immediate after use)	50.00	20/-	Nos	1000
g	Blankets dry Cleaning (As required)	50.00	130/-	Nos	6500
h	Curtains (15) Twice a Year	25.00	200/-	Nos	2750
I	Pest Control for rooms and toilet units (Quarterly)	25.00	200/-	Nos	5000
3	Providing Grooming kit which includes Oral B tooth brush, Colgate max fresh (20 gms), Dove Soap (50 gm), Bajaj Almond hair oil (20 ml), Comb, Gillette Guard Razor, Paper Soap to VIP Guests/ Visitors as and when required as directed by the Engineer In charge.	200.00	173/-	Nos	34600
4	Lifting & Dumping of wet and Dry Garbage from Rest House area to at AMC's approved Dumping points.(Compulsory Item)	50.00	550/-	Trip	27500

5	Providing services for AC with refilling of Gas and any repair as and when required	15.00	2500/-	Per Visit	37500
6	Attending failure of pump including burnt winding, cable failure	10.00	2000/-	Nos	20000
7	Providing recharge of the Cable for 04 Nos. of TV in VVIP suits and 01 Nos. of TV in Dining Hall annual basis	8.00	7440/-	Nos.	59520
8	Providing water tankers (5000 Liters. capacity) during the water pump motor failure. Or if any agency arises	30.00	992/-	Trip	29760
9	Repairing of Water heater if any breakdown in 9 suits	25.00	1000/-	Nos.	25000
Sub-Total =					1664640.00
Add 0.5% L.I.					8323.20
Net-Total =					1672963.20
Add GST 18 % Rs.					301133.37
Total Rs.					1974096.57
Say Rs.					19,74,097/-
(It is Requested to Bidders before Quoting please go through Food Rates as on page 18,19)					

SPECIAL CONDITIONS FOR THE BIDDERS :

- 1) Shift means duty of 08.00 hrs.
- 2) All Labours engaged above **Must be provided with uniform** as approved by MSEDCL and the same shall be provided by the agency at his own cost. For which no reimbursement will not be given by MSEDCL.
- 3) In case of non attendance in performing of the duties, the proportionate wages will be deducted from the monthly bills of the agency.
- 4) MSEDCL reserves the right to check the attendance of the labours engaged at any time.
- 5) Agency has to engage the labours such as gents or ladies as per the demand of the Engineer in charge and necessity of the works.
- 6) **In case of failure in providing services satisfactorily, misconduct, irregularity, if reported, a penalty of Rs. 5000/- per instance will be levied & will be recovered through next immediate bill.**
- 7) Agency/contractor has to manage/fulfill the requirement/scope of work within the available manpower's in all respect. Nothing will be paid extra on any account.
- 8) Right to add/delete any conditions other than above while placement of Work Order is reserved by the undersigned.
- 9) Agency/contractor has to strictly adhere the laws & regulations as applicable to labour contract.
- 10) Undersigned reserves the right to reject the tender at any stage without assigning any reason thereof.
- 11) **As the estimated cost is more than Rs. 10.00 Lakh, hence no preference will be given to any co-operative society of unemployed persons, Public Service Centre etc. which may be noted.**
- 12) This work is job work type but it is essential to the agency to pay all the PF, ESIC bonus to the labour is the sole responsibility of the contractor nothing will be paid extra.
- 13) **It is expected Bidder Should be present and Supervise the work during working office hours daily either own or by arranging one person at his own cost for which nothing will paid extra.**
- 14) You should provide male khansama and all Labour attending (with apron, gloves, head Mask etc and other all necessary things at the time of cooking, Food Serving etc.; as provided in Big Hotels considering all Precautions towards Hygienic safety activities to be done.) For which no reimbursement will be given by MSEDCL. Also please note that the Expenditure of the same is not considered while preparing the Estimate.

Superintending Engineer (Civil)
Civil Circle, MSEDCL, Chh. Sambhajinagar.

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED**6. MEMORANDUM OF TENDER DECLARATION (To be uploaded in price Bid)**

Name of work: - Providing services for Catering, Housekeeping and Upkeeping Job work at MSEDCL's Rest House, OPH premises including surrounding premises, Chh. Sambhajinagar.
(Estimated Amount Rs. 19, 74, 097 /- Including GST+LI), Time Limit: - 12 Months

6.01. I/We hereby declare that I / We have made myself / ourselves thoroughly conversant with the local conditions regarding all the construction material, sand, labour and time limit on which my / our rates for the work are based. The governing conditions of contract and construction specifications and the leads involved have been carefully studied and understood by me / us before submitting his tender. I / We also undertake to use only the best material approved by the Executive Engineer-in-charge and abide by his timely decisions.

6.02. I / We have also gone through and apprised myself/ourselves of the various items and rates covered in the Schedule 'B'.

6.03. I / We hereby tender for the execution of the work at a

UNIFORM PERCENTAGE OF Only (in figures) _____

Only (in words) _____

ABOVE / BELOW /AT PAR of the estimated cost

Name of Contractor/Firm:
Address, Phone No, E-mail:

Signature of the Contractor:
Common Seal:

1. Strike out whichever is not applicable.
2. The percentage shall be filled in both words and figures, correction, if any, unavoidable shall Be crossed out, rewritten, and signed in full, before submission of the tender.
3. The name of the contractor signing the tender shall be written down along with his address.

NOTES:-

- 1) If the percentage variation of estimated rate is more than (+) (-) 5% detailed rate analysis should be submitted with the tender in same envelop / afterwards.
- 2) If there is discrepancy in figure and in words the rate quoted in **words will be considered.**
- 3) **टेंडर भरतांना above / below or + / - असे काहीही लिहिले नसेल तर above / + समजले जाईल .**
- 4) जर टेंडर भरतांना कोरेंच ठेवले असले तर टेंडर रिजेक्ट केले जाईल.
- 5) कृपया टेंडर भरलेनंतर कुठल्याही सबबीवर टेंडर ओपन करण्यात येवू नये / चुकून भरले गेले / नजरचूक झाली वगैरे कारणे चालणार नाहीत. टेंडर मिळाल्यास उत्कृष्ट दर्जा राखूनच तसेच वेळेतच काम पूर्ण करावे लागेल याची नोंद घ्यावी. **तसेच सर्व आवश्यक कागदपत्रे जोडावीत. Deviation द्यायचे कि नाही हा अधिकार निम्नस्वाक्षरीकार यांनी राखीव ठेवला आहे.**
- 6) **It is requested to submit the Tender (On Line Bid) well before time to avoid further consequences please. No Correspondences will be entertained in this Regards.**
- 7) Conditional Price Bid will not be accepted.
- 8) Before Quoting the Rates It is Requested to go thoroughly through Special Conditions, Rate Analysis, Food Rates, Required Additional Expenditure for Uniform & Hand gloves, Apron, Head Mask, Supervisor Expenditure Etc.
- 9) Bidders MUST have to use Standard Materials for making Food and have to gave BEST QUALITY OF FOOD ALONG WITH BEST SERVICE.

LIST OF SERVICES

SR. NO.	SERVICE NAME	ACTIVITY NUMBER	UOM	SAC CODE	REQ. QTY	VERSION	MATERIAL TYPE
1	Civil Work General Services in LS	CIVIL_LS	Ls	9954	1		null

Required Documents (To be uploaded online)				
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Sr. No.	NAME	SECTION	ITEM	DESCRIPTION
1	Price Bid	Price Section	Civil Work General	Refer memorandum of tender declaration.
2	Technical Section	Technical Section	Civil Work General	Refer tender booklet
3	Commercial Bid	Commercial Section		Refer tender booklet