

**Price 2000/-
(Non-Refundable)**



Tender Documents

Ref. of NIT : 005/2017-18

Name of Work : Housekeeping work inside and outside the stadium
Estimated Cost : Rs 7.00 Lac (Rupees Seven lacs)

Issued to M/s.:.....

Rajasthan Cricket Association

SMS Stadium, North Pavillion, Ambedkar Circle, Jaipur 302005

Phone: +91-141-5117001/3, Fax: +91-141-5117002

Web Site: www.cricketrasthan.in E-mail: rca@cricketrasthan.in



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Tender Notice Inviting bids from reputed contractors for **Housekeeping work inside and outside the stadium** at SMS Stadium, Jaipur

Tender issued to M/s	
Address	
Phone	
Fax No	
Mobile	
Email address	
Date of issuing of Tender	From: 24.02.2018 To 25.02.2018 (11 am to 2 pm)
Last Date & Time for Submission	Up to 25.02.2018 till 3.00 pm
Date & Time of opening of Tender	25.02.2018 till 4.00 pm

Details of Earnest Money Deposit

Amount	Rs. 14000/- (Seven Fourteen thousand only)
In favour of & payable at	Rajasthan Cricket Association Payable at Jaipur
DD/ Pay Order No. & Date	
Drawn on	

Date :

Place :

Signature of Bidder
(With Full Name, Address & Seal)



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SHORT TERM TENDER NIT NO. 005/2017-18

Tender Notice Inviting bids from reputed contractors for **Housekeeping work inside and outside the stadium** at SMS Stadium, Jaipur.

S.No	Name of work	E.M.D. (Rs)	Tender fee (Rs)	Date of Issue of Tender	Last Date of submission	Period of completion of work
1.	Housekeeping work inside and outside the stadium	14000/- (Refundable)	2000.00 (Non Refundable)	From : 24.02.2018 To : 25.02.2018 (11 am to 2 pm)	25.02.2018 (Upto 3.00 PM)	25 days

Tender form can be obtained from the office of Rajasthan Cricket Association or downloaded from website. Tender document duly completed should be submitted with demand draft of earnest money in favor of Rajasthan Cricket Association payable at Jaipur on or before 3.00 PM on 25.02.2018 in office of under signed.

Tender Document should be present in separate 3 Envelope -

1. **Technical Bid & Qualification Documents** in first Envelope.
2. **Financial Bid** in second Envelope.
3. Above **Technical Bid & Qualification Documents** and **Financial Bid** should be sealed in the third Envelope.

Rajasthan Cricket Association



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GENERAL CONDITIONS

1. Tender form can be obtained from the office of RCA on payment of Rs. 2,000/- cash as cost of tender document which is non-refundable.
2. Those bidders who have downloaded the bid document from website are required to deposit Rs 2,000/- before submission of the tender document.
3. Tenders must be submitted on a prescribed form with the name of the work written on the envelopes to the office of RCA.
4. Financial as well as technical part of the tender document must be written in clear, readable format in figure and words. Over writing may result in rejection of tender.
5. Complete address with all relevant details of contact person should be given by the tendering firm.
6. The complete tender document should be duly signed by authorized person of the tendering firm.
7. The work is to be completely finished to the satisfactions of Engineer-in-charge. RCA within stipulated period of completion.
8. Earnest Money of Rs. 14000/- shall be deposit with the tender. Earnest Money would be deposited in the form of Demand Draft in favour of Rajasthan Cricket Association payable at Jaipur.
9. "The security deposit @10% of the gross amount of the running bill shall be deducted from each running bill and shall be refunded as per rules on completion of the contract as per terms and conditions. However, the amount of security deposit deducted from running bills shall not be converted into any mode of securities like Bank Guarantee or FDR etc. The earnest money deposit shall however be adjusted while deducting security deposit from first running bill of the contractor. There will be no maximum limit of security deposit.
Security Deposit will be refunded after 3 months of completion of work satisfactorily as per specifications.
10. The RCA reserves the right to accept/reject any or all of the tenders without assigning any reason whatsoever and its decision will be final.
11. Tender forms, as issued by Rajasthan Cricket Association SMS stadium, Jaipur should be returned with all enclosures to the office of issue on or before the date for submission of tender.
12. All tenders, in which any of the prescribed conditions are not fulfilled or which have been vitiated by errors in calculations, totaling or other discrepancies or which contain over-writing in figures or words or corrections not initialed and dated, will be liable to rejection.
13. Make/quality of any material supplied, should be approved by Engineer-in-charge, RCA.
14. The work will be executed strictly according to the PWD / RCA specifications.

15. The labour laws in force during the execution of work shall be binding on the contractor.
16. All taxes, surcharge and octroi shall be borne by the contractor.
17. The contractor will be fully responsible for the safe custody of material till the completion of the job.
18. The contractor will not put any condition in the tender and RCA shall have right to reject the conditional tender.
19. All testing charges will be borne by the contractor if any.
20. The cement produced from mini cement plant will not be allowed. The quality of cement to be used must be approved from engineer-in-charge, RCA.
21. The conditions/requirements of bid may be relaxed in the interest of RCA.
22. Enlisted contractor of other Govt./Semi Govt. Deptt./Private Contractors will be eligible to participate in tender.
23. Bidder should have experience two similar nature amount of more than Rs. 3.00 lacs in last 7 years.
24. Bidder should have average turnover of Rs. 3.50 lacs in last 3 years.

Date :

Place :

Signature of Bidder
(With Full Name, Address & Seal)



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Name of Work : Housekeeping work inside and outside the stadium at SMS Stadium, Jaipur

SPECIAL CONDITIONS OF CONTRACT

1. Work will be carried out as per Rajasthan PWD/RCA specification unless otherwise specified. In general, any item not included in the work will be carried out as per instructions of the engineer-in-charge, RCA.
2. All arrangements regarding water, T&P required for the job will be made by the contractor.
3. In case any material is required to be tested, the contractor will make all arrangements at his own cost. Testing charges would be borne by the Contractor.
4. The work shall be completed within the period as mentioned in Notice inviting Tender/Agreement/Bid. Otherwise bidder shall be liable to penalty of 1 % per week of the bid amount.
5. The quantum of work/items may increase or decrease at the discretion of the engineer-in-charge, RCA.
6. The contractor is expected to have visited the site of work and acquainted himself of general terrain, type of materials, their availability and other relevant information related to the work by personally inspecting before tendering for the work.
7. No condition are to be observed by the contractor, competent authority shall have right to reject such tenders/bids.
8. Machineries and other tools and plants may be given to the contractor if available with RCA. The cost of transportation of T&P to the site of work and back to the RCA shall be borne by the contractor. If the machinery is not available, the contractor shall make his own arrangements.
9. Item rate contract quantity may be increase and decrease as per requirement.
10. Selection of the bidder will be decided on the basis of the lowest bid quoted by the bidder.
11. Group of the bidder for a particular assigned work can be created as per requirement of the association or the urgency of the work.
12. Complete cleaning of all blocks and stands and pavilion.
13. Cleaning of all four Stands and toilets with liquid soap/ Collin/Easy/Gentel stands before and after each match.
14. Cleaning of all the toilets and Odonil in each toilet.
15. Hand Towles and soaps in Toilets in Corporate boxes North, South and West Pavilion.
16. **The cleaning will be carried out by you before and after the each match and simultaneously immediately after work order before handover to Rajasthan Royals.**
17. Bidder should provide sufficient Man power during matches at least 50 per match or as required by the RCA.

Date :

Place :

Signature of Bidder
(With Full Name, Address & Seal)

BID Submission Procedure

Tender document will have two main components which are to be placed in two separate sealed envelopes. These two envelopes should be placed in one main envelope which should also be sealed. The process is as follows:

1. The first envelope will contain a DD of Rs. 14000/- towards EMD in favour of Rajasthan Cricket Association, Payable at Jaipur and documents as mentioned in the qualification document listed below. This envelope will be opened for all the applicants. This envelope should be clearly marked as '**Technical Bid & Qualification Documents**'. This envelope should not contain any other material or documents.

2. The second envelope will contain the price bid. It will be opened for the short listed bidders who qualify in stage 1. This envelope should be marked as "**Financial BID**".

Non-adherence to this procedure will result in disqualification of the firm.

Important Dates

Date	Time	Timeline
23.02.2018		Tender Notice
24.02.2018 to 25.02.2018	Upto 02:00 pm	Sale of Tender Document
25.02.2018	Upto 03:00 pm	Submission of Tender Documents
25.02.2018	04:00 pm	Opening of Tender Documents

Qualification Documents	<ol style="list-style-type: none">1. Tender Document (<i>Duly signed by authorized person</i>)2. DD of Rs. 14000/- towards EMD3. Annexure-1 (<i>Financial Details</i>)4. Annexure-2 (<i>Availability of Machinery, Equipment and Man Power</i>)5. Annexure-3 (<i>Details of Major Works Executed</i>)
Financial BID	H- Schedule (<i>duly filled and signed, clearly in numeral & words</i>)

Financial Details

Name of Work : Housekeeping work inside and outside the stadium at SMS Stadium, Jaipur

1. Name of Contractor :
2. Income Tax Pan No. :
3. GST Number :
4. Max. Value of single work completed : (in Last Three years)
5. Total financial turnover achieved by the bidder in the last five financial years:

Sr.#	Year	Turnover
1		
2		
3		
4		
5		

Note: Balance sheets and Profit & Loss Accounts for the last five financial years should be enclosed.

6. Total financial turnover projected in the current financial year
7. Has the bidder ever been debarred form tendering for Central Government/any State Government/any Government undertaking? Yes/No
- If yes, give details
-
8. Has the bidder ever been declared insolvent? Yes/No
- If yes, give details
-
9. Names (S) and Branch (s) of bidder's Bankers

I/WE hereby certify that the above information is correct to the best of my/our knowledge and belief.

Date :

Place :

**Signature of Bidder
(With Full Name & Seal)**

Availability of Machinery, Equipment and Man Power

Sr. #	Details	Owned (Nos.)	Leased (Nos.)	Total
1.				
2.				
3.				
4.				

Date :

Place :

Signature of Bidder
(With Full Name, Address & Seal)

Details of Major Works Executed

S.No.	Name of works (with agreement No. & Date)	Client	Place (District/ State)	Cost of work as per work order	Date of commencement	Stipulated date of completion	Actual Date of Completion	Actual Value of work Completed
1	2	3	4	5	6	7	8	9

Date :

Place :

Signature of Bidder
(With Full Name, Address & Seal)



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H-Schedule

Name of Work: - Housekeeping work inside and outside the stadium at SMS Stadium, Jaipur

S.No.	Description of item	Unit	Qty	Rates	Remarks
1	Complete cleaning of North, South West and East Block.	1	7		
2	Cleaning of all four Stands with liquid soap/ Collin/Easy/General stands before and after each match as required by the RCA Officials .	1	7		
3	Cleaning of North, South West and East stands toilets with Odonil and all necessary liquid toilet cleaner.	1	7		
4	Hand Towels and soaps in Toilets in Corporate boxes of North, South and West Block.	1	7		
5	Clearing of all septic tanks of sewerage as and when required in all respect.	1	7		
6	Supply of Drinking water tanker on match days and as and when required.	Per tanker	200		
7	Supply of extra Man power if required by RCA.	Per Person	50		
				Total	

(In words Rupees)

Date :

Place :

Signature of Bidder
(With Full Name, Address & Seal)