



AGRINNOVATE INDIA LIMITED (AgIn)

G-2, A Block, NASC Complex, DPS Marg, New Delhi- 110012

Ph. 011-25842122, 011-25842124 (Telefax), www.agrinnovateindia.com

CIN:- U01400DL2011GOI226486

**BID THROUGH GeM PORTAL
FOR
HOUSEKEEPING, CLEANING AND SANITATION
SERVICES
at
The office of
Agrinnovate India Limited**



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F. No. XI-6/2024/AgIn

Date: 18.04.2024

Sub: Tender document for Job Work/ Service Contract for providing Housekeeping, Cleaning and Sanitation Services at Agrinnovate India Limited, G-2, A Block, NASC Complex, Dev Prakash Shastri Marg, New Delhi 12.

Agrinnovate India Limited (AgIn) invites online bids in two bids system through Government e-marketplace from reputed firms with adequate experience for **“providing Housekeeping, Cleaning and Sanitation Services at Agrinnovate India Limited, G-2, A Block, NASC Complex, Dev Prakash Shastri Marg, New Delhi 12”**. Agrinnovate India Limited (AgIn) is a Company Registered under the Company Act owned by Department of Agricultural Research & Education (DARE), Ministry of Agriculture, Government of India. (refer website www.agrinnovateindia.com).

The bid document is also available on the website of Agrinnovate India Limited.

The competent authority in AgIn reserve the right to cancel the tender at any time or amend / withdraw any of the terms and conditions contained in the tender document without assigning any reason thereof.

AgIn reserve the right to accept or reject any or all the tender without assigning any reason.

The details of the Scope of work, Schedule of requirements and terms & conditions of the contract are given in the enclosed Annexures.

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Yours faithfully,

(Swati Bhandari)
Senior Executive (Administration)
Agrinnovate India Limited

SCOPE OF WORK

Agrinnovate India Limited is a Company located at NASC Complex, Dev Prakash Shastri Marg, New Delhi. It has an area of around 237 m² having 9 cabins, 2 conference rooms, reception area, pantry area, three washrooms, workstations, lobby, reception area etc. The office consists mostly of glass doors, glass partitions etc.

- Cleaning and maintenance staff should be present from 8:00 A.M. to 4:00 P.M. Cleaning should be completed in office cited premises prior to opening of office hours i.e. 9.00 AM so that work in office does not get interrupted in the middle for cleaning purpose.
- The floor of the building including bathrooms and toilets shall be washed, cleaned, and mopped daily with appropriate eco-friendly cleaning aids supported with right kind of equipment and cleaning aids suitable for Wooden, PVC, and Vitrified Tiled floors. Reputed brand Disinfectants (naphthalene balls, freshener etc) and toiletries (branded Liquid Soap, Hand sanitizer, Facial Tissue papers, normal tissue papers, towels etc) in bathrooms and common toilets will be provided by the Contractor and ensure their refill in a timely manner.
- The glazed tiles are to be cleaned with appropriate agents to maintain the appropriate shine/lustre.
- Premises shall be swept and kept clean all the time at least twice on daily basis. This exercise of cleaning must be carried out depending on the season's requirement.
- Cleaning of walls, ceilings for dust with cobwebs etc. regularly. The terrace of the office premises should be kept clean regularly and all litter are to be removed on regular basis.
- The firm shall place the mosquito repellent machines with their refills at all the major/ most of the points of office. In addition to the above, reputed insect repellent spray must be sprayed in the premises on each Friday evening at closing time.
- A fortnightly pest control (once in every fifteen days) is to be done by the contractor on the non-working day(s) of the office. The firm shall assure that there are no pest/ insects in the office premises without fail.
- The furniture, glass partitions, doors, windows etc. are to be cleaned daily with good quality appropriate cleaning agents. The Contractor should ensure that there are no damage/ scratches to any property of Agrinnovate India Limited. The glass partitions/ doors are to be cleaned daily with the appropriate glass cleaner only.
- Vacuum cleaning shall be carried out by the contractor fortnightly. The service provider will arrange for its own vacuum cleaning machine for the said task.
- Dry cleaning and shampooing of the upholstery shall be carried out once every three months i.e. 1st week of each quarter. The arrangements/ machines/ material for the same are to be arranged by firm itself.

- The staff deployed by the contractor should be present in the premises during office hours to carry out duties specified above.
- The agency shall maintain sufficient stock of all items required for cleaning of the premise. The contractor shall be responsible to procure from time to time the housekeeping cleaning aids and agents, equipment and other consumables required for services as mentioned in Annexure-IV. The non-availability of any housekeeping item any time will lead to penalty as mentioned in the Tender document. The housekeeping items should be of good quality brand and should not be hazardous for health.
- All toilet fittings and fixtures (including CP fittings) should be cleaned daily and kept shining. No dirt / black water marks / scales should be around the fittings.
- The contractor may be required to provide these services on holidays also in case office is open on such days.
- The contractor shall dispose off the waste material in accordance with the applicable rules and laws in eco-friendly manner daily.
- Agrinnovate India Limited shall have the right to inspect the cleaning site at any time and also to issue such orders and direction to the organization as may be considered necessary. The organization shall ensure that such orders are complied forthwith.
- **The Service Provider shall deploy a person to supervise the cleaning and maintenance services, who will report to the Administration Department of Agrinnovate India Ltd on a daily basis.**
- The Service Provider shall ensure all consumables are within the expiry period
- The firm will ensure purchase and fixing of dustbins at various rooms as required by office and the staff deployed for cleaning will clean the dustbins on daily basis by changing the dustbin bags etc.
- **The details of chemicals, toiletries, stores & consumables are given in Annexure-II.**

For more clarifications regarding office space, area of office, rooms etc and requirements of the Company, the representative of the firm may attend pre-bid meeting to be held at Agrinnovate India Limited for evaluating the quantum of the work.

Note:

As per the previous work experience in the housekeeping services, two manpower were deployed by the service provider for housekeeping services in the office of Agrinnovate (having area of 237 square meters). Hence, the contractor shall deploy atleast one lady staff for providing services at the ladies washroom and one male staff for providing services at the Gents washroom.

CHEMICALS, TOILETRIES, STORES & CONSUMABLES

1. All the cleaning agents/chemicals etc. used shall be bio-degradable and environmental friendly so that it does not cause any harm to employees, workers and the object for which it is used. It shall follow all the mandatory international and national standards of chemicals, international detergent legislation, should be Phosphate-free, should not be a combustible liquid according to the regulations governing combustible liquids.
2. Following cleaning agents of superior quality required for cleaning purpose should be supplied in standard sealed packing of OEMs only for the purpose of verification of brand and diluted chemicals should not be kept in store under any circumstances:-

- Branded liquid soap for hand wash
- Branded Sanitizer in washrooms
- Harpic and Collin spray
- Branded floor cleaner
- Branded glass cleaner
- Normal Tissue Paper
- Soft Facial Tissue Paper
- Toilet Paper roll
- Towels
- Branded room air freshener and air freshener for washrooms
- Branded/ Neutral floor cleaning chemical
- Phenyle and cleanso
- Floor duster, white dusters and yellow dusters
- Mosquito Repellant Machine and Liquid Refills
- Garbage bags (big size black)
- Garbage bags (small size black)
- Toilet bowl cleaner
- Naphthalene balls and toilet cubes
- Washing powder
- Odonil/ Godrej Air Pockets for washrooms
- Plastic juna big size
- Sanitary cubes
- R-1, R-2, R-3, R-4, R-5, and R-6 (taski)
- Brasso
- Wipers
- Cobweb remover long brush
- Buckets
- Dustbins with lid and without lid (normal size)
- PVC dust pan (soopli)
- Toilet brush
- Mops

- Items/ cleaning agents required for dry cleaning of the upholstery
 - Any other items necessary for satisfactory cleaning
 - Any other cleaning item as required by the Company for the said purpose.
3. Only such chemicals which are not hazardous to humans and reputed brands which are WHO certified, eco-friendly and bio-degradable are to be used. All the above items should be used in adequate quantity regularly so that the cleanliness and hygiene of the entire complex are well-maintained always.

TERMS AND CONDITIONS OF THE CONTRACT AND TERMS OF SERVICE

Performance Guarantee:

1. The successful Tenderer shall be required to furnish a performance security of 5% of the contract value as security deposit in form of Bank guarantee /FDR in favour of Agrinnovate India Limited within fifteen days after receipt of Award Letter in the form of a Demand draft/ Bank guarantee/FDR from a nationalized / scheduled bank in favour of “Agrinnovate India Limited” payable at New Delhi. No interest will be payable in case the performance security is furnished in the form of demand draft.
2. The performance guarantee in the form of a bank guarantee shall be discharged / returned on expiry and successful completion of the contract, within a period of 60 days. In case of non-execution of the contract/poor services, in part or in full, the performance security shall be forfeited, after giving due notice to the Contractor in respect of the defective / improper performance / execution or breach of any of the terms of the contract etc.
3. Any sum of money due or payable to the Contractor, including the performance security refundable to him under the contract, may be apportioned by Agrinnovate, against any amount of loss caused / penalty imposed on the Contractor, which the Contractor may own to Agrinnovate under this contract or any other contract or transaction.

TERMS OF SERVICE:

1. The firm should be strictly an Indian firm which have authorized office/working premises in NCT of Delhi.
2. Contractor shall provide contact details of their immediate and single point of contact (field officer) between Agrinnovate officials and the contractor. He will supervise from time to time the cleaning work/ deployment of staff/ provide replacement of staff if any of the staff is on leave and deal with any other issues related to services and staff.
3. **Sufficient number of staff shall be deployed by the contractor to attend to the work as per requirement and as and when required in the exigencies of work. The contractor shall deploy atleast one lady staff for providing services at the ladies’ washroom and one male staff for providing services at the Gents washroom.**
4. The deployed staff should be medically fit and possess qualities of a well-groomed and hygienic staff. The contract personnel shall be free from any communicable diseases.
5. Internal organizational problems of the Contractor and the deployed staff will be resolved by the Contractor at his own end without disturbing the peace & tranquility and involvement of Agrinnovate. Occurrence of such incident(s) will automatically lead to forfeiting of Contract along with the Security deposit.

6. All the staff deployed by the Contractor shall have Plastic/Laminated photo identity cards issued by the contractor and duly verified by Agrinnovate so that entry is restricted to only legitimate persons to Agrinnovate premises. A copy of the list of such deployed staff will be maintained at office in Agrinnovate and no unauthorized entry will be permitted in the premises.
7. The police verification for staff shall be done before deployment by the contractor.
8. The Contractor shall provide two sets of uniform, each for summer and winter, and appropriate footwear to each of the workers at their own cost, and they must keep it neat and clean. Any deficiency or untidy outfit will attract imposition of a penalty which will be deducted from the bill.
9. The contractor shall not lease or sub-contract the whole or any part of the contract to anybody. Such act will lead to forfeiting of Contract along with Performance security.
10. The Contractor shall be deemed for all legal and contractual purposes, as the employer of the said persons and such persons will not have any claim for employment or any kind of compensation from Agrinnovate India Limited during the period of Contract or at any-time in future.

Extension and Termination of Contract:

1. **The contract will be for a period of one year** which can be extended for one more year on satisfactory performance of the initial period of the contract. The Agrinnovate may renew / extend the contract on same terms and conditions, having regard to the quality and manner of the contractor's performance. However, it shall be with the consent / written request by the contractor in this regard.
2. Notwithstanding any other provisions made in the contract, Agrinnovate reserves the absolute right to terminate the contract forthwith if it is found that continuation of the contract is not in Public interest. The contractor is not eligible for any compensation or claim in the event of such cancellation.
3. If at any later date, it is found that the documents and certificates submitted by the Contractor are forged or have been manipulated, the work order issued to the Contractor shall be cancelled and Security Deposit issued to Agrinnovate shall be forfeited without any claim whatsoever on Agrinnovate and the contractor is liable for action as appropriate under the extant laws.
4. Agrinnovate reserves the right to terminate the contract in part or in full at any time giving one month's notice without assigning any reasons thereof. In case of unsatisfactory services/breach of contract, Agrinnovate reserves the right to terminate the contract even before the expiry of notice period of one month.
5. Contractor may also terminate the contract by giving one month's notice (one-month period will count from the date of receipt of such notice at Agrinnovate).

Payment Terms:

1. The Contractor will submit the monthly pre-receipted bills in duplicate after satisfactory completion of the work to the Agrinnovate for certification for payment in respect of housekeeping and sanitation Services.
2. Income Tax, GST and other statutory levies as applicable from time to time will be deducted from the bills of the Contractor.
3. The firm shall be responsible for making timely payment of due wages to the workers employed, depositing of EPF and ESIC contribution. A copy of ESI Challan and ECR indicating name of the workers with their EPF contribution will be submitted by the firm to the AgIn with the bill, as proof.
4. Contractor cannot claim any damages due to loss whatsoever incurred due to unforeseen reasons, which are beyond the control of Agrinnovate.
5. In case of any delay in processing of the bills, the contractor would be required to ensure the payment of its workers as per statutory labour laws and there should be no linkage between this payment and settlement of the contractor's bill from Agrinnovate.

Penalty:

Penalty Clause for non-compliance:

(Penalty in Rs.)

SI No.	Violations	First Instance	Second Instance	Third Instance	Remarks
1.	Staff appointed by the firm not in uniform	100/-	300/-	500/-	---
2.	Inadequate sanitation and housekeeping material at Office premises	500/-	1000/-	1500/-	
3.	Delay (more than 30 minutes) in cleaning the office premises after 9:00 AM on each working day	500/-	1000/-	1500/-	
4.	Supply of substandard/ inferior quality of cleaning materials	500/-	1000/-	1500/-	
5.	Absenteeism of any housekeeping staff and failure to provide substitute(s)	500/-	1000/-	1500/-	
6.	Non-compliance of any services mentioned in the tender document	2000/-	---	--	For each violation

7. Agrinnovate shall make a deduction @ 1% of the monthly charges for each day when satisfactory services are not provided by the contractor.

8. If the employee is found responsible for any theft, loss of material/ articles and damages then immediate payment in actual/replacement, equivalent to the value of the article theft/lost/damaged as decided by the buyer depending on the gravity of the act. Also, the manpower responsible to be replaced.
9. In addition to 1 above in case of breach of any conditions of the contract and for all types of losses caused by the Contractor or his employees, Agrinnovate shall make deductions from the bills preferred by the Contractor.

INSTRUCTIONS/ TERMS AND CONDITIONS TO THE BIDDERS

License:

The Contractor should have a valid license /registration to run sanitation services. Any site license, if required from local authorities/ bodies will have to be obtained by the Contractor at his own cost.

General Guidelines:

1. The contractor or his workers shall not misuse the premises allotted to them for any purpose other than for which contract is awarded.
2. The contractor/agency shall always be prepared to meet any eventuality/ emergency situation for implementation of the contract.
3. Agrinnovate through its officers, reserves the right of altering the specifications of works of adding to or omitting any item of work or of having portions of the same carried out in the Agrinnovate by others and such alterations and variations shall not violate this contract unless such alterations/variations affect the contract substantially.

Labour Regulations and payment of wages:

1. The Contractor shall obtain a valid labour licence under the Central Government Contract Labour (R&A) Act 1970 and the Contract Labour (R&A) Central Rules, 1971 before commencement of the work a copy of which he shall submit to Agrinnovate. He shall continue to have a valid license until the completion of work. The Contractor shall also comply with the provisions of the Child Labour (Prohibition and Regulation) Act 1986, Payment of Wages Act 1936, Minimum Wages Act 1948, Employees Liability Act 1938, Workmen's Compensation Act 1923, Industrial Dispute Act 1947, Maternity Benefits Act 1961 and Apprentices Act 1961 or the modifications thereof or any other laws relating thereto and the rules made there under from time to time. The Contractor is fully responsible to observe the above laws as amended from time to time in regard to his employees and compensation and other benefits risks in relation to employees to be engaged by him. The Contractor shall also be liable for any pecuniary liability arising on account of any violation by him of the provisions of the Acts.
2. The regulation aforesaid shall be deemed to be part of this contract and any breach thereof shall be deemed to be a breach of this contract.
3. The contractor should provide atleast minimum wages to the employees as per the minimum wages orders of the Government of India issued time to time.

4. Any other Act or Legislation, which may govern the nature of the contract, shall also be deemed to be part of this contract.

Status of the Contractor and its staff members:

1. The Contractor shall have the legal status of an independent Contractor. Neither the Contractor nor its staff members, nor any person deployed by the Contractor or its agents for, or within the framework of, the performance of the services under the present contract shall be considered in any way as being employee of Agrinnovate.
2. Agrinnovate shall accept no liability explicit or implicit for, nor any financial or other consequences arising from sickness, injury, damages or death of the personnel of the Contractor, of the staff members or of any sub- Contractor or agent or of any person performing on their behalf any work under the present contract, including the time spent in travel, nor for any damages which may arise by reason of the neglect or default of any of them.
3. The Contractor shall indemnify and hold harmless the Agrinnovate in respect of any claim arising out of the Contractor's or its staff members negligent or unlawful performance under the present contract and brought against the Agrinnovate by any person for a liability.
4. The Contractor shall, at his expense, take appropriate insurance to cover all risks, damages or injuries, including related claims, which might occur to any person, including a third party, or to any property, including equipment, papers and documents, and arising out of, or connected with the Contractor or its staff members performance under the present contract.
5. Notwithstanding anything to the contrary contained in this contract, the Contractor shall be liable, and shall only be required to indemnify the Agrinnovate, in respect of claims or liabilities that arise out of the negligence, breach of contract or unlawful conduct of the Contractor or its staff members or agents in the performance of this contract.

In case of Death of the Contractor:

Without prejudice to any of the rights or remedies under this contract, if the Contractor dies, Agrinnovate shall have the option of terminating the contract without compensation to the legal or other heirs of the Contractor.

Force Majeure:

Neither Contractor nor Agrinnovate shall be liable for any delay, default or failure under this agreement if such delays, defaults or failures arose as a direct consequence of a recognized force majeure.

Dispute Resolution

1. Disputes arising, if any, on the contract will be settled at the level of CEO, AgIn by mutual consultation and in case of failure of settlement, dispute shall be referred to the Arbitration as per the Arbitration & Conciliation Act, 1996 as amended from time to time.
2. All disputes shall be subject to the jurisdiction of the Courts of Delhi.

BID DETAILS

Last date of submission of bids:	Last Date of uploading of Bid is stipulated on GEM Portal.
Date of opening of Bids:	Technical bid will be opened on stipulated date and time on GEM Portal.
Evaluation Criteria:	100% work shall be given to L1 bidder quoting the lowest rates at the GeM portal.

Pre-bid meeting

A compulsory pre-bid meeting will be held at Agrinnovate office on 25.4.2024 at 11:00 AM at the office of Agrinnovate India Limited, G-2, A Block, NASC Complex, DPS Marg, New Delhi-110012. All the interested parties/ firms may visit the office for discussion/ clarification on the scope of work as given by Agrinnovate India Limited in the bid document.

The firms which will not attend the pre-bid meeting on stipulated date and time will be technically disqualified.

Terms and Conditions for Financial Bid

- The tender is a lump sum contract which includes manpower cost, material cost, service cost, ESI & EPF to be paid to the respective employees. The rates should be quoted accordingly.
- As mentioned in Terms of Service- Sufficient number of staff shall be deployed by the contractor to attend to the work as per requirement and as and when required in the exigencies of work. **The contractor shall deploy atleast one lady staff for providing services at the ladies' washroom and one male staff for providing services at the Gents washroom.**
- The manpower should be paid minimum wages to the employees deployed as per the minimum wages orders of the Government of India issued time to time. The rates in financial bid should be quoted accordingly.
- The contractor is liable to pay ESI & EPF to the employees as per the rates of Government of India. The rates in financial bid should be quoted accordingly.
- The contractor is liable to provide all the material as listed in Annexure-II and services as listed in the Annexure-I. The rates in financial bid should be quoted accordingly.
- The services and the material should be strictly as per the specifications mentioned in the tender. No compromise in any services will be made by the Company.
- The rates should be quoted keeping in view all the factors mentioned above and terms and conditions in the tender. No request for change in the rates will be considered in between the contract period.

CHECK-LIST FOR TECHNICAL BID
AGRINNOVATE INDIA LIMITED

(The bidders are required to upload copies of the following documents at GeM portal in a single PDF for technical bid along with index and page numbering of relevant documents)

Sr. No	Particulars	Document attached (Yes or No) If yes, brief details	Page No.
1.	Turnover certificate duly certified by the Chartered Accountant/ Authorized body of the firm for last 3 years (2021-22 to 2023-24) with minimum average turnover not less than Rs. 20.00 lakhs in last three financial year.		
2.	The Service Provider should have undertaken at least four housekeeping / cleaning/ similar housekeeping projects for office having a minimum single work order of 10 lakh annual value during the last three financial years taken together (2021-22, 2022-23 and 2023-24) in Govt./Public Sector/Autonomous Body/Reputed Private Sector/University/ organizations. Details may be provided in tabular form along with satisfactory completion certificate from respective authorities for rendering satisfactory services.		
3.	Employee EPF registration certificate issued by Govt. of India/State Government/NCT Delhi etc.		
4.	Employee ESI registration certificate issued by Govt. of India/State Government/NCT Delhi etc.		
5.	Registration certificate of the firm (copy enclosed)		
6.	The firm should have authorized office/working premises in NCT of Delhi. The copy of the registered/ authorized office address to be enclosed.		
7.	PAN NO. of the Firm/Agency/ Company (copy should be enclosed)		
8.	GST No. of the Firm/Agency/ Company (copy should be enclosed)		
9.	A certificate from atleast 1 principal employer (Central/ State Govt organization/ PSU/ autonomous bodies) to the effect that the wages of the contractual staff employed by the contractor has been paid within 07 days after the expiry of the wage		

	period during the term of financial year 2023-24. The certificate needs to be provided mandatorily by the bidders.		
10.	The firm should submit the bank credibility report (to be certified by the authorized Indian national bank).		
11.	One self-attested recent passport size photograph, pasted at relevant place in ANNEXURE- VII, of the Authorized person of the firm/agency, with name, designation, address and office telephone numbers If the bidder is a partnership firm, name designation, address and office telephone numbers of Heads/ Partners also.		
12.	Certificate by the agency as per the format prescribed in ANNEXURE-VIII in the non-judicial stamp paper of Rs. 100.00		

(Only relevant document as mentioned above should be attached. No additional documents should be attached with the bids)

(Signature and name of the authorized signatory of the agency with seal)

ANNEXURE- VII

TENDERER/AGENCY'S PROFILE

(to be attached with Technical Bid)



Affix duly attested P.Psize, recent photograph of the authorized representative of the prospective bidder

1.	Due date for tender	
2.	Opening time and date of tender	
3.	Name, address of firm/Agency and Telephone numbers.	
4.	Registration No. of the Firm/Agency	
5.	Email address for correspondence- mandatory	
6.	Name, Designation, Address & Tel. No. of Authorized person of firm / Agency to deal with	
7.	Please specify as to whether tenderer is sole proprietor /Partnership firm /company or any other establishment.	
8.	Name, Address and Telephone No. of Heads/ partners etc. be specified address and Telephone No. of Heads/	
9.	Copy of PAN/ TAN no./ GST issued by Income Tax Dept.	
10.	Employee Provident Fund Account No.	
11.	ESIC Number	
14.	Authorization/ Power of Attorney	
15.	Any other information	

Declaration by the bidder

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature and name of the authorized signatory of the agency with seal

ANNEXURE- VIII

(CERTIFICATE TO BE GIVEN ON NON-JUDICIAL STAMP PAPER of Rs. 100.00 AS PART OF TECHNICAL BID)

To,

The Chief Executive Officer
Agrinnovate India Limited,
NASC Complex, New Delhi-12.

Sir,

It is confirmed that I/we have fully understood the scope of work and all other requirements for cleaning and housekeeping service of Agrinnovate India Limited's office premises. For detail understanding the scope of work:

1. I/We have understood the total quantum of work by going through the tender document and/by visiting the premises. I/We gathered all information needed to understand the requirement of this service contract which includes schedule of work, chemicals/cleaning agents/toiletries/consumables etc. as per the given details in the prescribed Annexures of the Tender documents.
2. I/We have hereby agree to the Terms and Conditions, scope of work and any other condition of the Contract as detailed in the tender documents and if given an opportunity to provide services, then agree to execute an agreement.
3. I/We undertake that the documents enclosed herewith are genuine and no material/facts have been concealed or suppressed.
4. I/ We undertake that there are not any legal suit/ criminal case pending against our firm for violation of EPF/ESI, Minimum wages Act or other laws. And there is no criminal/ legal suit pending or contemplated against us.
5. I/ We are not blacklisted by any Government organization in the field of providing Housekeeping/Sanitation/Cleaning services.
6. We also understand that the contract is liable to be cancelled if found to be obtained through fraudulent means or by concealment of information/facts. This offer is made to be valid for acceptance by Agrinnovate India Limited within 90 days from the date of opening of the technical bid.

(Signature and name of authorized representative of the firm)

Stamp/Seal of the firm

ANNEXURE-IX

FINANCIAL BID

I/We wish to submit our bid for Job Work/ Service Contract for Housekeeping, cleaning and Sanitation Services at NASC Complex, Todapur, Dev Prakash Shastri Marg, New Delhi 12 on the following rates :

(To be submitted at GeM)

S.No.	Particulars	Monthly rates	Annual rates
1.	Consolidated rate for Job Work/ Service Contract for Housekeeping, cleaning and sanitation services at Agrinnovate India Limited, G-2, A Block, NASC Complex, DPS Marg, New Delhi- 110012 as per the required specifications and terms, conditions and scope of works detailed in the Tender including manpower, material, ESI, EPF & other applicable taxes etc. as applicable from time to time. (Rs. in figures) Plus Applicable GST	Monthly rates X 12 + applicable GST

We have carefully read the terms and conditions of the quotation and are agreed to abide by these in letter and spirit.

Signature

Name of the signatory:

Name & Address of the Firm

Telephone No.

Moblie No.

Email :

(Firm's Seal)