

APSD/Quot/

Dec 2021

**TENDER FOR OF WASHING AND DRY CLEANING SERVICES AT APS DAGSHAI
FOR THE SESSION 2022-23**

Dear Sir,

1. Sealed tenders are invited from manufactures, wholesale dealers/ distributors/ reputed firms for washing and dry-cleaning of clothes as per Appx 'A' for the session 2022-23 i.e 01 Apr 2022 to 31 Mar 2023. Tenders should be sent by the firms under Registered post/By Hand in a strong sealed cover. The tender should reach the office of undersigned by 25 Jan 2022.

Eligibility Criteria -As per Appx 'B'

Terms & Conditions: -

- (a) The contractor shall have to ensure proper upkeep, maintenance and usage of premises provided by school. Good quality washing powder alone will be used for washing etc.
- (b) In case of any damages or loss of any clothing items or any of the electrical fitting or any other items, the contractor will be responsible for rectifying/replacing such items at his own cost and expense.
- (e) The contractor shall keep the space provided to him for rendering the services neat and tidy at all times and shall not use the space for any other purpose.
- (d) In addition, the contractor will be liable to pay fixed charges towards of water/rent of Rs 10,000/-per month. During vacation period for the month of June & January, water/rent charges will be Rs 5,000/- (Rupees five thousand only). Electricity charges will be levied to contractor as per meter reading.
- (e) It will be the sole responsibility of the contractor to recover dues regarding washing and dry cleaning from the staff.
- (f) In case of failure on the part of contractor to deliver services as per the agreement, they shall be liable to pay penalty of Rs 100/- per default, which will be deducted from the bills due to the contractor. Damages/losses to the clothes during washing, ironing etc will be charged appropriately. The contractor will provide ironing services in each hostel of this school free of cost once in a week as per the schedule. Fixed by the school.
- (g) The contractor shall have to vacate the space provided within one month of receiving notice for such vacation.

- (h) That his agreement shall come into force wef 01 April 2022 and shall remain force till 31 Mar 2023. The agreement may be terminated by the school authority on giving the contractor thirty days' notice.
- (j) On being declared insolvent by competent Court of Law, the contractor during the notice period for termination of the contract, in the situation contemplated above, shall keep on discharging his duties as before till the expiry of notice period. It shall be the duty of the contractor to remove all the persons deployed by him, on termination of the contract, on any ground whatsoever and ensure that no person creates any disruption /hindrance/problem of any nature for the school.
- (k) The contractor will collect and return the clothes of the students of each hostel after washing ironing or dry cleaning as applicable.
- (l) No advance payment will be made. The payment will be made within 10 days of following month after submitting the bill in account section of the school. The TDS will be deducted from payment.
- (m) The school authorities have the right to accept or reject the tender without assigning any reason.
- (n) The approved contractor will be required to deposit a sum of Rs 45,000/- (Rupees Forty Thousand and five hundred only) at the time of signing of contract as security. The security will be refundable without any interest after the successful completion of the contract period but is liable to be forfeited if the contract has to be terminated due to unsatisfactory work or nonperformance by the contractor. The contractor shall wash uniforms of kitchen staff, bed covers of houses, curtain of school, Guest room and MI Room without any additional charges to the school.
- (o) There should not be any overwriting or cutting in the tender. If figures/words are to be amended it should be neatly scored out and the revised figures should be written above and the same should be attested with full signature and date. In the absence of attested signature, the tender is liable to be rejected.
- (p) On acceptance of the tender, it will become a contract and shall be bound by terms and conditions.
- (q) Conditional offer other than our terms and conditions shall not be accepted.
- (r) Tender submitted through means other than the tender shall not be accepted.
- (s) The rates approved by the board will be applicable to the APS staff also.
- (t) The school is closed for vacation during which no payment will be made. However a selected staff will continue to function during the vacation.

2. In case, you are interested, you may send your tender in sealed envelope to reach the school latest by 25 Jan 2022.

Encl: As above



Principal
APS Dagshai

ARMY PUBLIC SCHOOL, DAGSHAI
WASHING, DRY CLEANING AND IRONING SERVICES FOR FY 2022-23

S. No.	NOMENCLATURE	RATE	REMARKS
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COMPOSITE RATE – STUDENTS

1. **Washing, Dry Cleaning & Ironing**
 Per month per child Rs _____ -

(Pant, shirt, tracksuit- school and civil, tie, t shirt, short, night suit, lower ,warmer, (Upper + lower) skirt, towel, bed sheets- cotton (single) pillow cover & quilt cover cotton including and civil clothes)

(Four washes per month, 25-30 clothes (school/civil dress) per wash to be washed, dry cleaned and ironed, the payment will be made per wash except charges of those students who go on leave more than 15 days in month).

RATE PER ITEM TO BE DRY CLEANED/WASHED/IRONED FOR STUDENTS AND STAFF

- | | | |
|----|----------------------------|---------------------|
| 2. | <u>Dry Cleaning</u> | <u>Rates</u> |
| | (a) Blazer | Rs _____ |
| | (b) Jacket | Rs. _____ |
| | (c) Blanket | Rs _____ |
| | (d) Sweater | Rs _____ |
| | (e) Tie-Staff | Rs _____ |
| | (f) Double bed blanket | Rs _____ |
| | (g) Woolen quilt | Rs _____ |
| | (h) Woolen bed sheet | Rs _____ |
| | (j) Pant & shirt- staff | Rs _____ |
| | (k) Ladies coat -staff | Rs _____ |
| | (l) Ladies suit -staff | Rs _____ |

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|----|-----------------------|----------|
| 3. | <u>Washing</u> | |
| | (a) Bedcover -staff | Rs _____ |
| | (b) Towel -staff | Rs _____ |
| | (c) Carpet 6 x 4'' | Rs _____ |
| | (d) Carpet 2 x 5'' | Rs _____ |
| | (e) Curtain | Rs _____ |

4. **Washing, Dry Cleaning & Ironing- staff**
(clothes 25-30 clothes) Rs_____ Per month

(Pant, shirt, tracksuit- school, t shirt, short, night suit, lower ,warmer, (Upper + lower), skirt, ladies suit, tops, kurta, lower bed sheet cotton, towel, bed sheets-cotton (single), bed sheets cotton (double), pillow cover & quilt cover cotton etc.

5. **Ironing rates for staff**

(a) Big clothes Rs _____ per cloth

(b) Small clothes Rs _____ per cloth

Signature of tenderer

Name

Name & address of firm with seal

Phone No. _____

TECHNICAL BID

WITHOUT TENDER COST, GST NO AND EARNEST MONEY, TENDER WILL BE REJECTED

**Cost of tender is Rs 500/- (Non-refundable) and
Earnest Money of Rs 10,000/- Refundable**

Receipt No of tender form cost _____

Or

Draft No of tender form cost _____

Date _____

Earnest Money – Rs 10,000/-

in favour of Principal APS Dagshai

Draft No _____

Payable at PNB Dagshai/ any other
Bank at Solan.

ARMY PUBLIC SCHOOL, DAGSHAI

DISTT. SOLAN (HP)

1. **Name of the items for which tender is quoted.** _____

2. **Name of the Proprietor/Partner** _____

3. **Quote Particulars**

(a) Name of firm/Regn No

(b) GST No (Attach photocopy)

**Photocopy of GST Certificate is mandatory otherwise tender will be
rejected/removed from technical bid.**

(c) **Legal status of firm /dealer/contractor**

(i) Individual

(ii) Proprietorship

(iii) Partnership Firm

(iv) Company

(v) Society Trust/LLP

(d) Nature of business

(e) Dealing in (Mandatory)

(e) PAN NO (Attach photocopy)

(f) Telephone, Mobile No.

(g) Email

**Signature of the
proprietor/partner** _____

4. Please attach previous years' following documents for analysis the financial condition of firm/dealer/agency:-

(i) Balance sheet, Profit & Loss accounts/Annual turnover of previous year audited by CA.

5. Detail(s) of bank account(s) of the Firms/dealers/proprietors.

Name of account holder _____
Account No _____
IFSC Code _____
Name of Bank _____ Address _____

6. Have you supplied similar class of items/services successfully completed during the last three years to any other organization if yes, furnish the details thereof (with proof)

7. Have your firm ever been black listed by any institution or autonomous agency? if yes, give details

I, _____ solemnly declare that the statements made above are correct to the best of my knowledge and belief and shall abide by the terms and conditions as mentioned in tender letter to this firm.

Place _____
proprietor/partner
Date _____

Signature of the
Addresses _____

Note

Tender will be rejected without photocopy of GST certificate , Tender cost & Earnest Money .

जीएसटी प्रमाण पत्र की फोटोकॉपी, निविदा लागत और बयाना राशि के बिना निविदा खारिज कर दी जाएगी/