

APSD/Quot/

21 Dec 2018

**TENDER FOR OF WASHING AND DRY CLEANING SERVICES
FOR THE SESSION 2019-20**

Dear Sir,

1. Sealed tenders are invited from manufactures, wholesale dealers/ distributors/ reputed firms for the enclosed as per Annex 'A' by the undersigned for the session 2019-20 i.e 01 Apr 2019 to 31 Mar 2020. 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 2019.

Eligibility Criteria -As per Appx 'B'

Terms & Conditions: -

- (a) The contractor shall have to ensure proper upkeep, maintenance and usage of premises. Good quality washing powder alone will be used for washing etc.
- (b) In case of any damages or loss to 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.
- (c) 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 electricity/water charges of Rs 4,840/-per month. During vacation period for the month of June & January, electricity/water charges will be Rs 2,420/- pm.
- (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 2019 and shall remain force till 31 Mar 2020. The agreement may be terminated by the school authority on giving the contractor thirty days' notice.

(j) On being declared the contractor insolvent by competent Court of Law. During the notice period for termination of the contract, in the situation contemplated above, the contractor 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 causes any disruption /hindrance/problem of any nature for school.

(k) The contractor will collect and return the clothes of the students each hostel after washing.

(l) No advance payment will be made. The payment will be made within 20 days after submitting the bill in account section of the school. The TDS(2%) will be deducted from payment. The school authorities have the right to accept or reject the tender without assigning any reason.

(m) The approved contractor will be required to deposit a sum of Rs 39,000/- 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 non-performance, unsatisfactory performance 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.

(n) 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

(o) On acceptance of the tender, it will become a contract and shall be bound by terms and conditions.

(p) The Principal does not bind himself to accept the lowest tender. Contract will be awarded on the basis of the lowest average rate but due importance will be given to the quality of the services of contractor before doing so. The school authorities have the rights to accept or reject the tender without assigning any reason.

(q) Conditional offer other than our terms and conditions shall not be accepted.

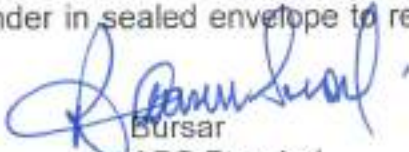
(r) Tender submitted through other than the tender shall not be accepted.

(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 2019.

Encl: As above


Bursar
APS Dagshai

ARMY PUBLIC SCHOOL, DAGSHAI
WASHING AND IRONING SERVICES FOR 2019-20

S. No.	NOMENCLATURE	RATE	REMARKS
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COMPOSITE RATE – STUDENTS

FOR

2019-20

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

(Four washes per month, 25-30 clothes 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 (PRIVATE) TO BE DRY CLEANED/WASHED/IRONED FOR STUDENTS/STAFF

2. **Dry Cleaning (Private clothes)** **Rates**
- (a) Blazer Rs _____
 - (b) Jacket Rs. _____
 - (c) Blanket Rs _____
 - (d) Sweater Rs _____
 - (e) Tie Rs _____

RATES FOR STAFF MEMBERS

3. **Washing rates for Staff**
 Per head per month
 (25-30 clothes per week) Rs _____

4. **Ironing Rates for Staff**
- Big Clothes Rs _____
 - Small Clothes Rs _____

Signature of tenderer _____
 Name

Name & address of firm with seal _____

Phone No. _____

WITHOUT TENDER COST AND EARNEST MONEY (IN THE FIRM OF DEMAND DRAFT ONLY)
TENDER WILL BE REJECTED

Appx 'B'

Cost of tender is Rs 200/- (Non-refundable) and
Earnest Money of Rs 10,000/- refundable

Receipt No of tender form cost _____

Earnest Money – Rs 10,000/-

Or _____ in favour of Principal APS Dagshai

Draft No of tender form cost _____

Draft No _____

Date _____

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) Regd No of Firm/Shop _____

(b) GST No _____

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

(i) Individual

(ii) Proprietorship

(iii) Partnership Firm

(iv) Company

(v) Society Trust/LLP

(d) Nature of business _____

(e) PAN NO _____

(f) Telephone, Mobile No., Fax No. and e-mail address _____

4. **Mandatory 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.

(ii) Up-to-date Income Tax Clearance Certificate.

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

Name of account holder _____

Account No _____

IFSC Code _____

Name of Bank _____ Address _____

5. 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)

6. 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 _____

Date _____

Signature of the proprietor/partner

Addresses _____
