

PALIKA SERVICES OFFICERS' INSTITUTE
Vinay Marg, Chanakyapuri
New Delhi-21

PSOI/D/ 703

DATED:- 17 March 2017

M/s _____ Estimated Cost Rs. 11,30,898/- for 6 & half months
Earnest Money Rs. 22,618/-
Last Date of Submission: -

Date and time for submission of tender through e-Procurement : 03.00 pm on 27 March 2017
Date and time of opening of tender (Technical Bid) : 03.30 pm on 27 March 2017
Date and time of opening of tender (Financial Bid)
of such of the tenderer who qualify the Technical Bid shall be opened and the date shall be notified and intimated to the qualifying tenderers.

Sub:- Maintenance operation & functioning of swimming pool of Palika Services officers' Institute.

Terms and conditions of the tender

1. DEFINITIONS

- a) "Agency / Contractor" shall mean a contractor or whose tender has been accepted by Palika Services Officers' Institute" and is sent a written communication confirming the same.
b) "Departmental" shall mean the Palika Services Officers' Institute.

2. ELIGIBILITY CONDITIONS

- a) The firm should have average turn over of minimum Rs. 12 lacs per year during the last 3 consecutive financial year ending March, 2016 in operation, maintenance & functioning of swimming pool.
b) The firm should have completed at least three similar work of 40% of Rs. 11,30,898/- or two similar work of Rs. 11,30,898/- or one similar work of 80% of Rs. 11,30,898/- during the last 3 years ending 31st December, 2016 in said work with reputed Government / Public Sector Undertaking / Local Bodies. Documentary proof regarding the same to be enclosed.
c) The minimum manpower handled by the firm should be 10 Nos and documentary evidence may be attached with the bid.
d) Copy of all documents should be provided with the Technical Bid. Demand draft/pay order towards earnest money in the name of "Secretary, Palika Services Officers' Institute" should be dropped in the tender box kept outside Room No. 3010, Palika Kendra, Sansad Marg at 3.00 PM on or before 27th March, 2017 along with Technical Bid.

3. SCOPE OF WORK AT PALIKA SERVICES OFFICERS' INSTITUTE.

- a) Providing of manpower for operation of filtration plant round the clock, suction sweeping of the pool regularly, mixing of chemical to maintain the PH Value 7.5 to 8.5 of chlorine for crystal clear pure water.
b) Supply of chemicals required for swimming pool as mentioned below:-
i) Chlorine
ii) Alum
iii) Soda Ash
iv) Copper sulphet
c) Providing of staff for functioning of swimming pool.
i) Coach - One
ii) Life Guards (SAI Approved) - Two
iii) Plant Operators - Two
iv) Beldars - Two
v) Sweeper (ladies) - One
vi) Sweeper (Gents) - One



- d) Providing of staff for functioning of swimming pool as per timing given below:-
Morning – 0600 to 10.00 Hrs.
Evening – 1700 to 2100 Hrs.
- e) Daily cleaning and washing of gents and ladies changing room every after 1 hour during the swimming session.
4. The periodicity with which the job to be carried out at the site daily.
5. The indicative list of material to be used by the contractor mentioned at para 3(b) above. Past experience shows that the material mentioned above is the minimum requirement to maintain the PH value 7.5 to 8.5 of swimming pool at Palika Services officers' Institute. The contractor must assess the quantity of the material required to maintain the PH value 7.5 to 8.5 of swimming pool as per the scope of work detailed in clause 3 & 4 respectively of the tender document.
6. PERFORMANCE EVALUATION
- a) The Palika Services officers' Institute shall rate the quality / performance of contractor and the contractor is obliged to perform to the entire satisfaction of Palika Services officers' Institute.
- b) The institute reserves the right to satisfy itself about the quality of the services provided by the contractor. In case of unsatisfactory performance the contractor will be given opportunity to improve the service within the period of one week failing which the following consequences shall follow:-
- i) Penalty of 5% to 10% of monthly contract amount shall be imposed depending upon the level of deficiency.
 - ii) Termination of contract.
 - iii) That the contract can be terminated at any time before the expiry " of the period of contract by the Palika Services officers' Institute by giving one month's notice to the Agency.
7. TENDER FORM, EARNEST MONEY & SECURITY DEPOSIT
- a) Contractor will submit the tender form for operation, maintenance & functioning of swimming pool at Palika Services officers' Institute through e-tendering. The contractor will have to deposit 5% of tender value as a performance guarantee in the form of an irrevocable bank guarantee bond of any scheduled bank or State bank of India in the form of fixed deposit receipt etc. within 15 days, before the award of work and 5% of tender value as security deposit will be deducted from the monthly bills subject to adjustment of earnest money.
- b) The contractor should submit the duly filled and signed following tender document along with the technical bid:-
- i) Original terms and conditions of tender (each page to be signed by the contractor).
 - ii) Demand Draft / Pay Order / Bankers Cheque of Rs. 22,618/- in favour of Palika Services officers' Institute (As earnest money back up).
 - iii) Valid PAN card of the firm / company. (Attach attested copy of the card.)
 - iv) Valid provident fund account number of the firm. (Attach attested copy of the same).
 - v) Valid ESI number of the company / firm. (Attach attested copy of the Registration Certificate).
 - vi) Copy of Service tax registration certificate
- c) Contractor should give documentary proof of minimum 3 years experience in operation, maintenance & functioning of swimming pool at Govt. / Public Sector Undertaking / Local Bodies.