

F.No. D-31/16/2/2020-GA Section
Government of India
Ministry of Skill Development and Entrepreneurship

ShramShakti Bhawan, Rafi Marg, New Delhi
Dated :3rd September, 2020

Subject: Sanitization of office space in Ministry of Skill Development and Entrepreneurship – reg.

The undersigned is directed to invite quotation from registered firms of vendors (as per list) under **Rule 162 of GFR 2017 (Limited Tender Enquiry)** for carrying out sanitization and fumigation of office space of Ministry of Skill Development and Entrepreneurship to contain the spread of Coronavirus (COVID-19). The location of offices of this office and corresponding total area is as per the details below:

S.No.	Location	Area (in sq. ft.)
1	Shram Shakti Bhawan, PTI Building and 9 Tyagraj Marg	55000

2. The quotation in typed form on company's letter-head duly signed and having company's stamp/seal on prescribed Performa (copy enclosed) including details of GST, if any, in a sealed envelope clearly super scripting "**Quotation for Sanitization and Fumigation of office space in Ministry of Skill Development and Entrepreneurship**" alongwith earnest money of Rs.15,000/- (Rupees Twenty Thousand only) { Refundable } in the form of a Demand Draft of any commercial bank drawn in favour of PAO, Ministry of Skill Development and Entrepreneurship, Shram Shakti Bhawan, New Delhi latest by **11.09.2020 (Friday) by 3.00 PM**. No interest is payable on this deposit. The quotation should be put in the Tender Box, placed at Room no. 8, Ground floor of Shram Shakti Bhawan, Rafi Marg, New Delhi. The bid submitted at any other place or in open condition or without required **documents/EMD** will be **rejected summarily**. The **date of opening of bid is 14.09.2020 (Monday) at 3.00 PM in the presence of the Committee** duly constituted for this purpose. Tenderers, who may wish to present themselves, are requested to present themselves or representative with the authority letter from the company and valid ID- Card at 02.55 PM on **14.09.2020**.

3. Terms & Conditions of the contract will be as under:

- i. All the office locations mentioned above must be thoroughly sanitized **daily**.
- ii. The chemicals, equipments, and other items required for carrying out the sanitization and fumigation must be brought by the vendor himself and shall not be provided by the Ministry. All materials to be used for cleaning and other consumables shall be in conformity with the specifications/brand/make of


Government approved standards. **In this regard, guidelines issued by Ministry of Health & Family Welfare on 29.03.2020 would be followed strictly.**

- iii. No vehicle shall be provided by the Ministry for carrying out the sanitization and fumigation at all the locations. The vendor shall have to make their own arrangements to reach the locations with their equipments to carry out the sanitization and fumigation.
- iv. The tender is for a period of 6 months which may be extended further, if required. However, the Ministry reserves the authority to close the tender at any time before the expiry of tender by giving one week notice period.
- v. The quoted rate of the firm shall remain same for the tender period and no change shall be made in the rate.
- vi. The Ministry, at its discretion, increase or decrease the area to be sanitized.
- vii. The Service Provider would submit a daily monitoring report to the US(GA).
- viii. The above mentioned office space include Rooms, Committee rooms corridors, stairs, lifts, washrooms, cars etc.
- ix. The Service Provider will have to deploy experienced and skilled workers for the job of sanitization and fumigation.
- x. The Service Provider would submit a list of all employees along with full addresses for security to the MSDE at the time of contract. The employees deployed should be medically fit. The body temperature of all the employees undertaking sanitization must be done daily. Any employee who has symptoms of cough, cold, high temperature etc. must be replaced by another employee to prevent the possible spread of Coronavirus.
- xi. If required, a particular area/ room/ committee rooms etc. may be sanitized and fumigated multiple times depending on the requirement. The same must be adhered to and carried out.
- xii. The payment shall be made as per the area actually sanitised (in sq.ft) on monthly basis for which the bill, complete in all respects, must be submitted by 5th of next month.
- xiii. The Agreement shall commence w.e.f the date of effectiveness of the agreement unless it is curtailed or terminated by the authority owing to deficiency of service, sub-standard quality of manpower deployed, breach of contract etc. or change in requirements.
- xiv. The Service Provider shall not engage any sub-Service Provider or transfer or sub-let the contract to any other person in any manner.
- xv. MSDE 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.
- xvi. In all matter of dispute relating to this contract, the decision of this Ministry will be final and binding upon the Company.
- xvii. While submitting the quotation, the bidder will be deemed to have read, understood and accepted all the terms and conditions stated in this document and no change, whatsoever desired, will be entertained by this Ministry.
- xviii. Firm should have annual turnover of more than Rs.10 Lakhs for last three Financial Years.

4. Following documents (self-attested) must be provided by the vendors:

- a) The firms should furnish a copy of GST Registration Certificate.
- b) Self-attested copy of PAN Card.
- c) Self-certification to the effect that the firm has not been banned/black listed by any Ministry/Department in the past.
- d) Annual Turnover proof for last 3 financial years duly certified by Chartered Accountant.
- e) A duly signed statement indicating the combination of materials and machineries to be used for sanitisation.
- f) Duly filled up the performa at annexure - A

5. As per terms of Rule 162 of GFR 2017, the unsolicited bids shall not be accepted.


4/9/2020

(Arun Kumar)

Under Secretary to the Government of India
Telephone No. 011- 23465877

अरुण कुमार/ARUN KUMAR
अवर सचिव/ Under Secretary
कौशल विकास एवं उद्यमशीलता मंत्रालय
Ministry of Skill Development and Entrepreneurship
भारत सरकार/Govt. of India
श्रम शक्ति भवन, नई दिल्ली/Shram Shakti Bhawan, New Delhi

Copy to:

1. Notice Board, Ministry of Skill Development and Entrepreneurship S.S. Bhawan,
Rafi Marg, New Delhi
2. Prospective Bidders as per list attached.
3. NIC to upload on website.

Annexure-A

Quotation of sanitization and fumigation of office space of Ministry of Skill Development and Entrepreneurship

- Name of Firm: _____
- Address: _____
- Contact Details:
 - Mob No: _____
 - e-mail id: _____
- Agree to terms and conditions: Yes / No
- Quoted Rate: Rs _____ per sq. ft.
(Maximum 2 decimal places in the quoted rate allowed).
- Bank Account Details (A/c no./IFS Code) _____
- PAN Card no. _____
- GST Number _____

(Signature and stamp)

- (1) M/s S.S. Enterprises
B-15, GubalibaghNajafgarh Road
New Delhi 110 059
Email- ss_enterprises1069@rediffmail.com
- (2) Ms. U.S. Trading Corporation,
C-708A, Palam Ext., Sector-7, Dwarka,
Ram Phal Chowk, New Delhi-110075
Email- shakeelsaifi1986@gmail.com
- (3) Ms. V.C. Pest Operator & Facilities Pvt. Ltd.
268F.Floor Rang PuriVillage ,
Near AmbedkarChaupalMahipalPur,
Delhi- 110037.
- (4) M/s M.K. Pest Control & Services
J-40, East VinodNager, Delhi – 110091
Email- controlpestmk@gmail.com
- (5) Ms. Apollo Security Chambers
3, M.B. Road, Main Market,
Khanpur Ext., New Delhi-110062
Email- apollosecuritychambers@gmail.com
- (6) Ms. Alisha Enterprises
RZ-77, Khushi Park,
Om Vihar, New Delhi-110059
Email-alishaent786@gmail.com
- (7) Ms. J.S. Enterprises
60/1 Om Vihar Colony,
Village Akbar Pur Majra,
New Delhi-110039
Email- jsenterprisesdelhi@yahoo.com
- (8) R.K. Enterprises
A-74-75, Jain Park, Near Matiala Road,

New Delhi-110059

Email-r.k.enterprises@gmail.com

(9) Royal Enterprises

D-102A PH-5, 40ft Road, Om Vihar

Uttam Nagar, New Delhi-110059

Email- theroyalenterprises2012@gmail.com

(10) New Light

H-16/386, Sangam Vihar,

New Delhi-110080

Email- mdnisarsaifi786@gmail.com

(11) H.K. Management Facility Services

F6, S/F Flat No. C-2, Narayan Apartment

Block-A, Khanpur, New Delhi-110062

Email: hkmanagementfacilityservices@gmail.com