



Tender Enquiry No. :	GLK/TE19/143
Date :	14.09.2019
Due Date :	25.09.2019 at 15.00 hrs.

Sub: Washing of Uniform & other office maintenance items

Quotations are invited from the Registered Vendor, for execution of washing jobs of the materials mentioned in the Schedule o Rate. Details of items, terms & conditions, payment etc. are as under.

Terms & Conditions

1. **Frequency of Service:** Two times in a week. The vendor will have to collect the clothes from our premises and after satisfactory washing to be returned the said to the same individual. Any short fall of clothes, necessary cost will be recovered from the vendor.
2. **Payment:** 7 days from the date of submission of duly certified bill.
3. **Period of contract:** 01.10.2019 to 30.09.2020 or one year from date of PO/LOI. On mutual consent contract may be further extended for another one year.
4. **Statutory Obligation:** The vendor will bear all statutory liabilities for execution of the order.
5. **Validity of the offer :** 45 days from the date of tender
6. **Provisions for Micro, Small and Medium Enterprises (MSME):**
 - A. Qualification Criterion: MSME vendor must confirm that UAM No has been uploaded on CPPP website as required by Ministry's circular no F:No21(17) / 2016 dated 06.04.18 for qualifying to be considered as MSME vendor under this tender. The MSME registration to specify manufacturing / service of the tender item(s).
 - B. Registered MSME vendors shall be exempted from need to furnish EMD, subject to their submission of registration details. Declaration of Udyog Aadhar Memorandum [UAM Number] number by the MSME vendors on Central Public Procurement Portal [CPPP] is mandatory to qualify for availing the benefits as per Public Procurement Policy for MSMEs.
 - C. Preference for Price Quotation in tenders: Participating Micro and Small Enterprises quoting price within price band of L1+15%, will qualify to supply a portion of requirement by bringing down price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprises. Such Micro and Small Enterprises shall be allowed to supply 25 per cent of total tendered quantity for the grade at the respective plants subject to operational viability as considered appropriate by tendering authority. It may be further noted that if more than one such duly qualified MSME bidder matches non-MSME L1 price, 25% of the tender quantity will be equally split between the L1 matching MSMEs. If more than one MSME bidder has quoted in afore-said price band, number of such bidders will be intimated by tenderer to MSME bidders when seeking their acceptance to match L1 bid."
7. The bid of any tenderer may be rejected, if a conflict of interest between the bidder and the company is detected at any stage.



Balmer Lawrie & Co. Ltd.

P-43, Hide Road Extn., G&L Division, Kolkata – 700 088

Phone: 2450-0148, Fax : 2349-2277

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Schedule of Rates

A. Materials to be washed

<u>SN</u>	<u>Items</u>		<u>Qty../Yrs.</u>		<u>Rate (Rs.)</u>	<u>Amt. (Rs.)</u>
1.	Khaki Pant	-	3450 nos.	-	-	
2.	Khaki Shirt	-	3450 nos.	-	-	
3.	Teri Cotton Pant	-	1400 nos.	-	-	
4.	Teri Cotton Shirt	-	1400 nos.	-	-	
5.	Small Towel	-	2800 nos.	-	-	
6.	Big Towel	-	1400 nos.	-	-	
7.	Apron Blue	-	1900 nos.	-	-	
8.	Apron White	-	1900 nos.	-	-	
9.	Table Cloth	-	1150 nos.	-	-	
Total =						----- _____

GST, if any

The selection of lowest bidder will be selected on the basis of total landed cost quoted for the above items.

Interested vendor may submit their quotation in a sealed envelope, to Shri Ratikanta Panda, Deputy Manager (Human Resources) at the above address on or before due date.