

**CHANDIGARH
HOUSING BOARD**
A CHANDIGARH ADMINISTRATION UNDERTAKING

Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors,
Collection & removal of garbage of block 'A' & 'C' of CHB Office
Complex including required material & equipments.

BID DOCUMENT

**COMPLETE CLEANLINESS & SWEEPING OF ALL ROOMS,
TOILETS, CORRIDORS, COLLECTION & REMOVAL OF
GARBAGE OF BLOCK 'A' & 'C' OF CHB OFFICE COMPLEX
INCLUDING REQUIRED MATERIAL & EQUIPMENTS.**

Date of release /publishing of Tender _____.

Last Date for
Submission of document: _____ .2021

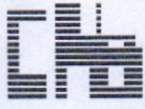
*Price Rs.590/-
(including 18%GST)*

Fax: 0172-4601836-37
Website: <http://chandigarh.gov.co.in>

Tel: 0172-4601713

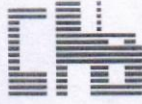
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PART-I

CHANDIGARH HOUSING BOARD

PRESS NOTICE

(To be issued for Publication in Newspapers)

Notice Inviting e-Tenders

Re- Executive Engineer-VII(PH) on behalf of the Chairman, Chandigarh Housing Board, Chandigarh invites sealed Percentage rate bids through e-Procurement process from the enlisted Agencies/Firms/Contractors/Tenderer having valid enlistment certificate issued by any one of the specified departments i.e. **UT Engineering Department/Municipal Corporation Chandigarh/CPWD / MES / Punjab PWD/ Haryana PWD / Himachal PWD / other State Government Departments, Board/Corporations and public Sector Undertakings** for the work of Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & Removal of Garbage of Block 'A' & 'C' of CHB office Complex including required material & equipments.

Estimated Cost:- Rs.21,84,093/- Earnest Money:- Rs.44,000/- Period of Completion:-12 Months, Last date of submission of bid online is 04/02/2021. Last date of physical submission of bid & date of opening bid is 10/02/2021.

For detail Milestone dates of Electronic Tendering are given at the website <http://etenders.chd.nic.in/nicgep>.

Detail Regarding Tendering Process

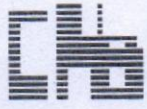
Name of work	Complete cleanliness & sweeping of all rooms, toilets, corridors, collection & removal of garbage of Block 'A' & 'C' of CHB office complex including required material & equipments.	
Estimated cost	Total Cost: Rs.21.84 Lakh	
Period of completion	12 Months	
Name of the Employer	Chandigarh Housing Board	
Adress of the Employer	8 Jan Marg, Sector 9 D Chandigarh	
Mode	E-Tendering	
Website	https://etenders.chd.nic.in/nicep/app	
Document Fee (Non Refundable)	<p>Rs. 590/- (non-refundable/non adjustable) inclusive of GST to be submitted on line through e-tendering portal i.e. https:// etenders.chd.nic.in.</p> <p>Bidder can submit their bid only after depositing online.</p> <p>The payment may be deposited by bank to bank transfer using SBI MOPS or RTGS/NEFT transfer through https://etenders.chd.nic.in portal.</p> <p><i>The bidder must upload the copy of UTR No/ Transaction slip on the web site. The hard copy shall be placed in Envelop 'A'.</i></p>	
Milestone Dates		
Downloading of e-tender document	Start date:	29/01/2021 at 1000 Hrs.
	End date:	04/02/2021 upto 1700 Hrs.
Clarification regarding plans specifications schedule of quantities & set of terms	Start date:	29/01/2021 at 1000 Hrs.
	End date:	04/02/2021 upto 1700 Hrs.
Date of submission of e-tender	Start date:	29/01/2021 at 1000 Hrs.
	End date:	04/02/2021 upto 1700 Hrs.
Physical submission of Tender including EMD, Tender Document Fee, Documents required for	Start date:	05/02/2021 at 1000 Hrs.
	End date:	10/02/2021 upto 1530 Hrs.

eligibility & other necessary documents.	
Opening of technical bid (Online)	10/02/2021 at 1600 HRS.
Opening of price bid (Online)	To be intimated separately to all qualified bidders
Bid validity period	75 Days
Earnest Money Deposit	<p><i>The EMD required for placing the e-bid shall be Rs. 44,000/- to be submitted on line through e-tendering portal i.e. https://etenders.chd.nic.in.</i></p> <p><i>Bidder can submit their bid only after depositing online.</i></p> <p><i>The payment may be deposited by bank-to-bank transfer using SBI MOPS or RTGS/NEFT transfer through https://etenders.chd.nic.in portal.</i></p> <p><i>The amount of EMD is refundable and adjustable.</i></p> <p><i>The EMD shall be refunded online to the bidder account in case of all unsuccessful e-bids, provided it is not forfeited.</i></p> <p><i>The bidder must upload the copy of UTR No/ Transaction slip on the web site. The hard copy shall be placed in Envelop 'A'.</i></p> <p>A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs.20 lakh, whichever is less, will have to be deposited by bank-to-bank transfer using SBI MOPS or RTGS/NEFT transfer through https://etenders.chd.nic.in portal and the remaining amount in the shape of Bank guarantee issued by a Scheduled Bank having validity 180 days or more from the date of submission of the tender (stipulated/ extended).</p>
Proformance Security	<p>The bidder, whose tender has been accepted, will be required to furnish 'Performance Guarantee' of 5% (Five percent) of the tendered amount within the period specified in Schedule 'F'. This guarantee shall be in form of cash (in case guarantee amount is less than ` 10000/-) or Deposit at call Receipt of any scheduled bank/ Banker's Cheque of any scheduled Bank/ Demand draft of any scheduled bank/ Pay Order of any scheduled bank (in case guarantee amount is less than Rs.100000/-) or Govt. security or fixed deposit receipt or Guarantee Bonds of any scheduled bank or State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.</p>

LIST OF DOCUMENT TO BE UPLOADED BY THE BIDDERS

1.	Fee
	i) EMD
	ii) Document Fee
	iii) Check List
2.	Post Qualification /Technical
	i. Form 'A' Letter of Transmittal as per attached proforma in Section-II
	ii. Form 'B' Similar works during the last seven years
	iii. Form 'C' Performance Report of works given in Form 'B'
	iv. TDS Certificate of works given in Form 'B'
	v. Income tax returns
	vi. Balance sheets duly audited/verified by the Chartered Accountant & Profit/Loss statement during the last three years ending 31 st March of the previous year duly signed by the CA
	vii. Affidavit as per Annexure-I regarding no criminal proceedings and confirmation that eligible similar works have not been got executed on back to back basis.
	viii. Affidavit as per Annexure-II regarding Power of Attorney
	ix. Certificate of Registration under GST and acknowledgement of up to date filed return
	x. Copy of PAN
	xi. Certificate of registration with EPFO, ESIC.
	xii. Declaration of the integrity Agreement Annexure-VI, VI-A & VI-B.
	xiii. Any other document as specified in the bid document
3.	Finance
	Financial Bid

NOTE: - Hard copies of the documents except Financial Bid listed at Sr. No.3 above shall be submitted by the bidders.



CHECK LIST TO ACCOMPANY THE 'ELIGIBILITY DOCUMENTS'

S. No.	Description	Remarks
1.	Whether the valid Enlistment Certificate issued by any one of the specified departments i.e. UT Engineering Department/Municipal Corporation Chandigarh/ CPWD / MES / Punjab PWD/ Haryana PWD / Himachal PWD/other State Government Departments, Board/Corporations and public Sector Undertakings has been attached?	Yes / No
2.	Whether the Earnest Money as per the Press Notice has been attached?	Yes / No
3.	Whether the cost of Document as per the Press Notice has been appended?	Yes / No
4.	Whether definite proof from appropriate authority of having completed satisfactorily during the last seven years ending last date of the month previous to the one in which tenders are invited.	Yes / No
5.	Whether the Form 'A' Letter of Transmittal as per attached proforma in Section-II has been submitted?	Yes / No
6.	Whether the Form 'B' – Details of similar works completed during last 7 years has been submitted?	Yes / No
7.	Whether the Form 'C' – Performance Report of works referred to in Form-B has been submitted?	Yes / No
8.	Whether the Affidavit as per Annexure-I have been submitted?	Yes / No
9.	Whether the Power of Attorney as per Annexure-II has been submitted?	Yes / No
10.	Whether any additional condition in tender has been quoted?	Yes / No
11.	Whether the Scanned copies of self attested documents related to E.M.D., cost of Document & other eligibility document has been uploaded along with the Bid?	Yes / No
12.	Whether all the statements, documents, certificates, uploaded owning responsibility for their correctness/ authenticity have been signed?	Yes / No
13.	Whether the certificate of registration of GST & acknowledgement of filed GST returns have been submitted/Uploaded?	Yes/ No
14.	Whether the Copy of PAN has been submitted/Uploaded?	Yes / No
15.	Whether the Certificate of registration with EPFO and ESIC has been submitted/Uploaded?	Yes / No

DECLARATION

I. _____ I/We _____ have carefully gone through all the conditions mentioned in the Bid Document and solemnly declare and affirm that I/we will abide

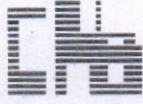
by any penal action of CHB for disqualification or of b lakhk listing or determination of contract or any other action as deemed fit, taken by, the Department against me/us, in the event of any of the contents of our this application, the statements, documents, and certificates produced by me/us have been found/declared to be false/fabricated without any liability on CHB.

2. I/We hereby further declare that the Tender has been completed and submitted by us in the manner prescribed in the document and consider myself/ourselves eligible and in possession of all the documents required.

3 I/We hereby also declare that, I/We have not been b lakhklisted/ debarred/ Suspended/ demoted by any department of Chandigarh Administration or in of any state/Union Territory of the Republic of India for any reasons what so ever.

Date

Signature of the Bidder (s)
(Full name in capitals)
Designation



**CHANDIGARH HOUSING BOARD
NOTICE INVITING TENDER**

(To be uploaded on website as Press Notice also)

1. *Re-* Executive Engineer-VII(PH) on behalf of Chairman, Chandigarh Housing Board invites sealed Percentage rate Tenders through e-Procurement process from the Agencies/ Firms Contractors / Tenderers enlisted in the **UT Engineering Department/Municipal Corporation Chandigarh/ CPWD / MES / Punjab PWD/ Haryana PWD / Himachal PWD / other State Government Departments, Board/Corporations and public Sector Undertakings** for the following work:-

Name of work and location.	Estimated cost put to Bid (in Lakh)	Earnest Money (Rs.)	Document Fee	Period of completion	Last date & time of submission of Bid, copy of receipt of deposition of original EMD & other documents as specified in the NIT	Time & date of opening of Technical Bid.
Complete cleanliness & sweeping of all rooms, toilets, corridors, collection & removal of garbage of Block 'A' & 'C' of CHB office complex including required material & equipments.	Rs 21.84 Lakh	Rs.44000.00	Rs.590/-	12 Months	Refer Detail regarding tendering process of Bid Document on website*.	Refer Detail regarding tendering process of Bid Document on website*.

*Website for detail of Milestones dates of Electronic Tendering please refer <http://etenders.chd.nic.in/nicgep>

Initial criteria for Eligibility for tender.

1.2	Applicants who fulfill the following requirements shall only be eligible to apply.
a)	Should have valid Enlistment certificate issued by any one of the above specified departments,



	b)	Should have satisfactorily completed during the last seven years ending last date of the month previous to the one in which tenders are invited.
		Three similar works each costing not less than Rs.8.74 Lakh (40%) or two similar works each of costing not less than Rs.13,11 Lakh (60%) or one similar work of costing not less than Rs.17.48 Lakh (80%) .
		<p>‘Similar’ work shall mean “Cleanliness/House Keeping work”.</p> <p>Components of work executed other than those included in definition of similar work shall be deducted while calculating cost of similar work. Bidder shall submit abstract of cost of work in support of this.</p> <p>The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to the last date of the month previous to the one in which tenders are invited.</p>
	c)	Firm(s)/Contractors against whom any criminal proceedings are pending in any court of law relating to any project executed by the firm, shall not be considered for post-qualification. To become eligible, for e- tendering, the tenderer shall have to furnish an affidavit as per Annexure-I.
	d)	GST registration Certificate of UT, Chandigarh is to be obtained by the bidder. If the bidder has not obtained GST registration in the UT, Chandigarh, or as required by GST authorities then in such a case the bidder shall scan and upload following undertaking along with other bid documents. “If work is awarded to me, I/we shall obtain GST registration Certificate of UT, Chandigarh within one month from the date of receipt of award letter or before release of any payment by CHB, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by CHB or GST department in this regard.
		Note: All the documents shall be duly attested & counter signed by the Bidders.
2.		Agreement shall be drawn with the successful Tenderer on the prescribed Format of CPWD Form 7/8, which is available for sale in the market. Tenderers shall quote their rates as per various terms and conditions of the said form which will form part of the agreement. However the definitions contained therein with regard to CPWD Department and other designated authorities may be read as under:-
	As per General Conditions of Contract for Central P.W.D Works	To be read as
	CPWD	CHB



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	President of India	Chairman, CHB
	Govt. of India	Chandigarh Housing Board
	Director General	Chairman, CHB
	Additional Director General	Chief Executive Officer, CHB
	Department	Chandigarh Housing Board
3.	The time allowed for carrying out the work will be 12 Months from the date of start or from the first day of handing over of the site, whichever is later in accordance with the phasing, if any, indicated in the Tender Document. In case of non-handing over of any part of site, the extension in time limit for the proportional delay shall be allowed as per the agreement.	
4.	The Site for the work is available.	
5.	i)	Bid document and the set of terms and conditions of the contract to be complied with by the Contractor whose bid may be accepted and other necessary documents, can be seen in the office of the Executive Engineer-VII(PH) between 11.00 AM. & 3.00 PM from <u>29/01/2021</u> to <u>04/02/2021</u> everyday except on Saturdays, Sundays and Public Holidays
	ii)	Bid document excluding 'General Condition of Contract for Central PWD Works' (available in market for sale) for this work can be downloaded from Chandigarh Administration web site http://chandigarh.gov.in . Bid document shall not be available on Chandigarh Administration website after the stipulated date & time for downloading. The cost of Tender document i.e. Rs.500/- + Rs.90/-(GST@18%) will have to be deposited as mentioned in detail regarding tendering process. The hard copy shall be placed in Envelop 'A'.
	iii)	Earnest money amount will have to be deposited as mentioned in detail regarding tendering process in shape as prescribed shall also be placed in Envelop 'A' along with Check List.
6.	(a)	Downloading and submission of Tender including Financial Bid will be done by e- Procurement process through the web site of Chandigarh Administration web site http://etenders.chd.nic.in/nicgp . The agency shall upload Scanned copy of documents (duly attested and counter signed by agency) related to Earnest Money Deposit, Cost of Tender Document and 'Eligibility Documents'.
	(b)	Hard copies of the complete e-Tender i. e. 'Eligibility Documents' (except 'Financial Bid') are also to be submitted in sealed 'Envelopes B'. duly labelled 'Name of Work', 'Name of Agency' and last date of submission of tender. Envelop 'A' and Envelop 'B' shall be submitted together in another sealed Envelop 'C' labeled with 'Name of Work', 'Name of Agency' and last date of



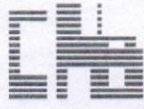
	submission of tender.
	<p><u>Envelop 'C' as mentioned above must be submitted to the Superintendent(Admn.) in Room Number-39, upto 3.30 PM at CHB Block 'A' Chandigarh with in four working days i.e by 10/02/2021 from the last date of submission of Online e-Tender mentioned above. Failure to furnish the said original documents will entail rejection of Bid.</u></p> <p><i>Any Tender submitted through e- Procurement process but without physical submission of document mentioned above and without the acknowledgement of Superintendent (Admn.) will be treated as invalid and shall be rejected without opening. There will not be any liability on CHB on this account.</i></p> <p>(c) Before proceeding further with the e- Procurement process, the envelope 'A' containing earnest money, cost of document & check list shall be opened first and Envelop 'B' containing 'Eligibility Document' of those agencies whose earnest money & cost of document found in order shall be opened in the office of EE-VII(PH), CHB by the committee on the <u>10/02/2021</u> at <u>4.50</u> P.M.</p>
ii)	The department reserves the right to reject any or all the prospective applications without assigning any reason and/or to restrict the list of qualified contractors to any number as deemed suitable by it, if too many bids satisfying the laid down criteria have been received.
7.	<p>The bidder, whose tender has been accepted, will be required to furnish 'Performance Guarantee' of 5% (Five percent) as mentioned in Detail Regarding Tendering Process.</p> <p>The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW (Building & Other Construction Workers) Welfare Board and Programme chart (Time and Progress)</p>
8.	<p>The description of the work is as follows:</p> <p>Cleaning and Sweeping, moping of floor of rooms, corridors and staircase etc. of office complex including sweeping of roads, pedestrians pathway and passages, pavement within and along the boundary wall of CHB complex, cleaning and washing of Sanitary ware, cleaning of glass panes of doors and windows, ventilators, removal of cob-webs, cleaning of Blocked Floor Traps and gully traps/ Road gullies ,cleaning of man holes, open / covered drains and sewer line , removal of garbage and waste materials etc. The rates further includes mechanically cleaning and sweeping of circulation area once in fortnight, pressure cleaning of glass panes of external doors/windows and ventilators once in a month, carrying out pest control in all rooms once in month / Pasting of stickers as desired by the E.I.C and all items mentioned in the scope of work as mentioned in the Bid Document</p> <p>Tenderers are also advised to carefully inspect and examine the site and its surroundings and satisfy themselves, before submitting their tenders, as to the nature</p>



	<p>of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not. CHB will not accept any liability arising later on consequent to any misunderstanding or otherwise on the part of the tenderer. The tenderer shall be responsible for arranging and maintaining, at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for execution of the work unless otherwise specifically provided for in the contract document. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. if any are issued to him by the CHB and local conditions and other factors having a bearing on the execution of the work.</p>
9.	<p>The competent authority on behalf of the Chairman, CHB does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, the same shall be summarily rejected.</p>
10.	<p>Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.</p>
11.	<p>The competent authority on behalf of the Chairman, Chandigarh Housing Board reserves with himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.</p>
12.	<p>The contractor shall not be permitted to tender for works in the CHB. (responsible for award and execution of contracts) in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the Chandigarh Housing Board. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.</p>
13.	<p>No Engineer of Gazetted rank or other Gazetted officer employed in the Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the previous permission of the Chairman, CHB in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Chairman, CHB as aforesaid before submission of the tender or engagement in the contractor's service.</p>



14.	The tenders for the work shall remain open for acceptance for a period of Seventy five (75) days from the last day of receipt of technical bid.
i)	If any bidder withdraws his bid or makes any modifications in the terms & conditions of the tender which is not acceptable to CHB within 7 days after last date of submission of Bids, then the CHB shall without prejudice to any other right or remedy, be at liberty to forfeit 50% of the Earnest Money absolutely irrespective of letter of acceptance for the work is issued or not.
ii)	If any bidder withdraws his bid or makes any modifications in the terms & conditions of the tender which is not acceptable to CHB after expiry of 7 days after last date of submission of Bids, then the CHB shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the Earnest Money absolutely irrespective of letter of acceptance for the work is issued or not.
iii)	In case of forfeiture of Earnest Money at prescribed in Para-i & ii above, the bidder shall not be allowed to participate in the rebidding process of the same work.
15.	This ' Bid Document ' shall form a part of the contract document. The successful tenderer/Bidder/contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of:
a)	The Notice Inviting Tender, all the documents including additional conditions, if any, forming part of the tender as up loaded at the time of invitation of tender and the rates quoted on line at the time of submission of the Bid and acceptance thereof together with any correspondence leading there to.
15.4	After acceptance of the tender by the competent authority, the EE in charge of the work shall issue letter of award on behalf of the Chairman, CHB. After the work is awarded, the contractor will have to enter into agreement with EE.
15.6	Security deposit will be deducted from the running bills of work as per the condition laid down in the Bid Document till final bill
16.	In case any discrepancy is noticed between the documents as uploaded at the time of submission of the bid online and hard copies as submitted physically in the office of Executive Engineer, then the bid submitted shall become invalid and the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the re-tendering process of the work.
17.	Any incorrectness / deviation if noticed in the documents submitted by the agency, the same shall be viewed seriously and apart from cancellation of the work/tender, forfeiture of EMD, Criminal action will be initiated including suspension of business.
18.	The tenderer is liable to be blacklisted and the EMD forfeited if he has been found to have misled or has furnished false information in the forms / statements / certificates submitted by him as proof in support of qualification requirements or record of performance such as abandoning of work not properly completed in earlier contracts,



	inordinate delays in completion of the works etc. etc.
19.	Any contractor offering lower rates after the opening of tenders shall be liable to be black-listed.
20.	All disputes concerning in any way with this work are subject to Chandigarh jurisdiction only.
21.	Before the last date for submission of Tenders, the Tender Inviting Officer may modify any of the Contents of the Tender Notice, Tender documents by issuing amendment / Addendum.
22.	Any addendum/amendments issued by the Tender Inviting Officer shall be part of the Tender Document.
23.	To give prospective Tenderer reasonable time to take an addendum into account in preparing their bids, the Tender Inviting Officer may extend if necessary, the last date for submission of tenders.
24.	The Executive Engineer will evaluate whether each Tenderer is satisfying the eligibility criteria prescribed in the tender document and declares them as a qualified Tenderer and selected for next stage of opening of Price Bid.
25.	If the technical bid of a Bidder is not satisfying any of the eligibility criteria it will be rejected by the Executive Engineer.
26.	If any alteration is made by the Bidder in the Bid documents, the conditions of the contract, the specifications or statements / formats or quantities the tender will be rejected.
27.	Bidder shall be scrutinized in accordance with the conditions stipulated in the Tender document. In case of any discrepancy of non-adherence Conditions the Tender accepting authority shall communicate the same which will be binding both on the tender Opening authority and the tenderer. In case of any ambiguity, the decision taken by the Tender Accepting Authority on tenders shall be final.
28.	The Executive Engineer will evaluate and compare the price bids of all the qualified Tenderer.
29.	The Bidder is advised to attach any additional information, which he thinks to be necessary in regard to his capabilities. No further information will be entertained after submission of application unless it is called for by the Board. The Board reserves the right to call for additional information & clarification of information submitted by the Tenderer.
30.	The cost incurred by the Bidder in preparing this application, in providing clarifications or attending discussions/ conferences in connection with this document shall be borne by the Tenderer and the Board in no case will be responsible or liable for these costs, regardless of the conduct or out come of the process.
31.	While execution of the work, if found that the contractor had produced false/ fake certificates of experience he will be black listed and the contract will be terminated.
32.	The department reserves the right to reject any prospective application without



	assigning any reason.
33.	It will be obligatory on the part of the tenderer to sign the tender document.
34.	In case of conflict between "General condition of contract and the special condition" the terms of special conditions shall prevail
35.	For detailed conditions, kindly refer to 'General condition of contract for Central PWD works' with upto date amendments (available in market for sale).

Executive Engineer-VII(PH),
Chandigarh Housing Board
Chandigarh.

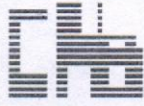


PART-II



PART-II

**DOCUMENT RELATED
TO
ELIGIBILITY CRITERIA
AND
OTHER RELATED DOCUMENTS**



SECTION – I

INFORMATION & INSTRUCTIONS FOR BIDDERS



SECTION – I

INFORMATION & INSTRUCTIONS FOR BIDDERS

1.0 GENERAL:

- 1.1 Letter of transmittal and forms for deciding eligibility are given in Section III.
- 1.2 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or "no such case" entry should be made in that column. If any particular / query is not applicable in case of the Bidder, it should be stated as "Not Applicable". The Bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified. Bids made by telegram or telex and those received late will not be entertained.
- 1.3 The physical form of 'Eligibility Documents' should be scanned before uploading and duly self attested.
- 1.4 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of the Post-qualification document are numbered. Additional sheets, if any added by the contractor, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.
- 1.5 References, information and certificates from the respective clients certifying suitability, technical know-how or capability of the applicant should be signed by an officer not below the rank of Executive Engineer or equivalent.
- 1.6 The Bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of post-qualification document unless it is called for by the Employer.
- 1.7 The tenderer is liable to be blacklisted and the EMD forfeited if he has been found to have misled or has furnished false information in the forms / statements / certificates submitted by him as proof in support of qualification requirements or record of performance such as abandoning of work not properly completed in earlier contracts, inordinate delays in completion of

the works etc.

- 1.8 All dispute concerning in any way are subject to Chandigarh Jurisdiction only.
- 1.9 The Board is under no obligation to inform the contractor of the reasons of their selection or rejection. Employer's decision in this regard shall be final and binding.
- 1.10 If at any stage, it is found that the tenderer has misled or has furnished false information in the forms / statements / certificates submitted by him as proof in support of qualification requirements or record of performance such as abandoning of work not properly completed in earlier contracts, inordinate delays in completion of the works, the tenderer is liable to be blacklisted & debarred from tendering in CHB and the EMD forfeited, Further, if this Contract has been awarded, the same shall be rescinded including forfeiture of EMD and Performance Guarantee.

2.0 DEFINITIONS:

In this document the following words and expressions have the meaning hereby assigned to them:

- 2.1 EMPLOYER means the Chairman, Chandigarh Housing Board, acting through the Executive Engineer.
- 2.2 BIDDER/TENDERER/FIRM/ AGENCY/CONTRACTOR/APPLICANT means the individual, proprietary firm, firm in partnership, limited company private or public or corporation or Joint Venture Company.
- 2.3 "Year" means "Financial Year" unless stated otherwise.
- 2.4 CHB/ Board means "Chandigarh Housing Board"

3.0 METHOD OF APPLICATION:

- 3.1 If the Bidder is an individual, the application shall be signed by him above his full typewritten name and current address.
- 3.2 If the Bidder is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
- 3.3 If the Bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case, a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current



address of all the partners of the firm should accompany the application.

- 3.4 If the Bidder is a limited company or a corporation, the application shall be signed by a duly authorised person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The Bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

4.0 FINAL DECISION MAKING AUTHORITY.

The CHB reserves the right to accept or reject any Bid and to annul the post-qualification process and reject all Bids at any time, without assigning any reason or incurring any liability to the Bidders.

5.0 PARTICULARS PROVISIONAL

The particulars of the work given in Section-I are provisional. They are liable to change and must be considered only as advance information to assist the Bidder.

6.0 SITE VISIT

The Bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to make himself aware of all information that he considers necessary for proper assessment of the prospective assignment.

7.0 EVALUATION CRITERIA

7.1 The details submitted by the Bidders will be evaluated in the following manner :

7.1.1 The initial criteria prescribed in Part-I, Para 1.2 above in respect of experience of similar class of works completed, Valid Enlistment Certificate etc. will first be scrutinized and the bidder's eligibility for the work be determined.

7.2 Even though any Bidder may satisfy the above requirements, he would be liable to disqualification if he has :

- a) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
- b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses etc.

8.0 LETTER OF TRANSMITTAL

The Bidder should submit the letter of transmittal attached with document.

9.0 OPENING OF PRICE BID

After evaluation of applicants, a list of short listed agencies will be prepared. Thereafter the financial bids of only the qualified and technically accepted bidders shall be opened at

the notified time, date and place in the presence of the qualified bidders or their representative. The validity of the tenders shall be reckoned Seventy five (75) days from the last day of receipt of bids.

10.0 AWARD CRITERIA

- 10.1 The employer reserves the right, without being liable for any damages or obligation to inform the bidder, to:
- a) Amend the scope and value of contract to the bidder.
 - b) Reject any or all of the applications without assigning any reason.
- 10.2 Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.



SECTION - II

INFORMATION REGARDING ELIGIBILITY

Form-A

LETTER OF TRANSMITTAL

From:

To

Executive Engineer-VII(PH)
Chandigarh Housing Board,
Chandigarh.

Sub: Submission of Bid for the work of Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & Removal of Garbage of Block 'A' & 'C' of CHB office Complex including required material & equipments.

Sir/Madam

Having examined the details given in **Press Notice** and **Bid document** for the above work, I / we hereby submit the documents relevant information.

1. I / we hereby certify that all the statements made and information supplied in the enclosed **Forms B to C** and accompanying statement are true and correct.
2. I / we have furnished all information and details necessary for post-qualification eligibility and have no further pertinent information to supply.
3. I / We submit the Following certificates in support of our suitability, technical know how and capability for having successfully completed the following eligible similar works:-

Sr. No.	Name of work/Project and location	Certificate from
1		
2		
3		

Certificate:-

It is certified that the information given in the enclosed eligibility bids are correct. It is also certified that I/we shall be liable to be debarred, disqualified/ cancellation of enlistment in case of any information furnished by me /us found to be incorrect.

Enclosures:

Seal of bidder
Date of submission

SIGNATURE(S) OF BIDDER(S)

FORM 'B'

Details of all works of Similar Class completed during the last seven years ending last date of the month previous to the one in which tenders are invited.

S. No.	Name of work / project and location	Owner or sponsoring organisation	Cost of work in crores of rupees	Date of comment as per contract	Stipulated date of completion	Actual date of completion	Litigation / arbitration cases pending / in progress with details*	Name and address/ telephone number of officer to whom reference may be made
1	2	3	4	5	6	7	8.	9

* Indicate gross amount claimed and amount awarded by the Arbitrator. For details attached separate sheet.

SIGNATURE OF BIDDER(S)

PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "B"

1.	Name of work/Project & Location	
2.	Agreement No.	
3.	Estimated Cost	
4.	Tendered Cost i. Allotted Amount ii. Actual completed cost	
5.	Date of Start	
6.	Date of completion	
(i)	Stipulated date of completion	
(ii)	Actual date of completion.	
7.	a) Whether case of levy of compensation for delayed has been decided or not.	
	b) if decided, amount of compensation levied for delayed completion if any.	
8.	Performance Report	
	1) Quality of Work	Outstanding/Very Good/ Good / Poor
	2) Financial soundness	Outstanding/Very Good/ Good / Poor
	3) Technical Proficiency	Outstanding/Very Good/ Good / Poor
	4) Resourcefulness	Outstanding/Very Good/ Good / Poor
	5) General behavior	Outstanding/Very Good/ Good / Poor

Dated:

Executive Engineer or Equivalent

ANNEXURE-I

SPECIMEN PROFORMA FOR THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ALONGWITH OTHER DOCUMENTS.

(On Judicial Stamp paper duly attested by Ist class Magistrate or Notary Public)

I, _____ S/o Sh. _____ authorized representative of _____ with its office at _____ solemnly affirm and declare as under on behalf of the firm:-

1. I/We in the name and style of _____ had applied for the work Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & Removal of Garbage of Block 'A' & 'C' of CHB office Complex including required material & equipments.
2. The undersigned hereby certify that there is no criminal proceedings pending/ongoing in any court of law regarding any construction project executed by me/us.
3. The undersigned hereby certify that all the documents and information submitted with the tender/Bid are 'True' & I/We stands fully responsible as per law for their genuineness and correctness.
4. I/we undertake and confirm that the eligible similar works has/have not been got executed through another contractor on back to back basis. Further that if such a violation comes to the notice of the department then I/we shall be debarred for tendering in CHB in future forever. Also if, such a violation comes to the notice of the department before the date of start of work then the CHB shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee deposited.

Place: _____
Dated: _____

Authorized Signatory of
firm/Deponent

VERIFICATION:

I the above named signatory/deponent do hereby solemnly affirm & declare that the contents of this affidavit are true to the best of my knowledge & nothing has been concealed therein.

Place: _____
Dated: _____

Authorized Signatory of
firm/Deponent

ANNEXURE-II

FORMAT FOR POWER OF ATTORNEY- by all individual Applicants

(on judicial Stamp paper duly attested by First Class Magistrate/Notary)

Dated: _____

To whomsoever it may Concern

- Know all men by these presents, we _____ (name and registered office address of the Applicant) do hereby constitute, appoint and authorize Mr. _____ (Name of the Person(s)), domiciled at _____ (Address), acting as _____ (Designation and the name of the firm), as Authorized Signatory and whose signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our request for prequalification work of _____, including signing and submission of all documents and providing information and responses to clarifications/enquiries etc. as may be required by CHB and signing of agreement if awarded the said work.

- We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For _____

(Signature)

(Name, Title and Address)

Accept

(Attested signature of Mr. _____)

(Name, Title and Address of the Attorney) _____

Notes:

- To be executed by the Applicant
- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executant(s).

ANNEXURE-III

FORM OF EARNEST MONEY (BANK GUARANTEE)

WHEREAS, contractor..... (Name of contractor) (hereinafter called "the contractor") has submitted his tender dated (date) for the construction of (name of work) (hereinafter called "the Tender") KNOW ALL PEOPLE by these presents that we (name of bank) having our registered office at (hereinafter called "the Bank") are bound unto (Name and division of Executive Engineer) (hereinafter called "the Engineer-in-Charge") in the sum of Rs. (Rs. in words) for which payment well and truly to be made to the said Engineer-in-Charge the Bank binds itself, his successors and assigns by these presents. SEALED with the Common Seal of the said Bank thisday of 2020 THE CONDITIONS of this obligation are:

- (1) If after tender opening the Contractor withdraws, his tender during the period of validity of tender (including extended validity of tender) specified in the Form of Tender;
- (2) If the contractor having been notified of the acceptance of his tender by the Engineer-in-Charge:
 - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to contractor, if required;

OR

- (b) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and Instructions to contractor,

We undertake to pay to the Engineer-in-Charge either up to the above amount or part thereof upon receipt of his first written demand, without the Engineer-in-Charge having to substantiate his demand, provided that in his demand the Engineer-in-Charge will note that the amount claimed by his is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date* after the deadline for submission of tender as such deadline is stated in the Instructions to contractor or as it may be extended by the Engineer-in-Charge, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE

SIGNATURE OF THE BANK

WITNESS

SEAL

(SIGNATURE, NAME AND ADDRESS)

*Date to be worked out on the basis of validity period of 6 months from last date of receipt of tender

Note:

- A covering letter of conformation is also to be given by the bank alongwith this bank Guarantee.
- Issuing branch of the bank may also send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to Executive Engineer_____ with a covering letter as per CVC circular No. 02-087-01-CTE-30 dated 31st December 2007.
- Contact address, Mobile Number, Land Line Phone Number and Fax Number and GPOA Number of the Officer signing on behalf of the Bank issuing the bank Guarantee should be mentioned in the covering letter of the Bank.



ANNEXURE-IV

FORM OF PERFORMANCE GUARANTEE/BANK GUARANTEE BOND

In consideration of the President of India (hereinafter called "The Government") having offered to accept the terms and conditions of the proposed agreement between.....and (hereinafter called "the said Contractor(s)") for the work (hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs. (Rupees only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We, (hereinafter referred to as "the Bank") hereby undertake to pay to the Government an amount not exceeding Rs. (Rupees..... Only) on demand by the Government.
2. We,(indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the Government stating that the amount claimed as required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. (Rupeesonly)
3. We, the said bank further undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the Contractor(s) shall have no claim against us for making such payment.
4. We, (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in- Charge on behalf of the Government certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We, (indicate the name of the Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and

conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the Government in writing.
8. This guarantee shall be valid up to unless extended on demand by the Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupees) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged. Dated the day of for (indicate the name of the Bank)

Date the _____ date of _____ 202/ ____

For _____
(Indicate the name of Bank)
(Authorized Signatory with Bank's Seal)



**CHANDIGARH
HOUSING BOARD**
A CHANDIGARH ADMINISTRATION UNDERTAKING

Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & removal of garbage of block 'A' & 'C' of CHB Office Complex including required material & equipments.

ANNEXURE-V

To,

The Bidder.....

.....

.....

Subject:

NIT No. for the work Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & Removal of Garbage of Block 'A' & 'C' of CHB office Complex including required material & equipments.

It is here by declared that CHB is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the CHB.

Yours faithfully

Executive Engineer
Chandigarh Housing Board
Chandigarh

**ANNEXURE-V-A
Integrity Pact**

To,
Executive Engineer-VII(PH)
Chandigarh Housing Board
Chandigarh

Sub: Submission of Tender for the work of Complete cleanliness & sweeping of all rooms, toilets, corridors, collection & removal of garbage of Block 'A' & 'C' of CHB office complex including required material & equipments.

Dear Sir,

I/We acknowledge that CHB is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by CHB. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, CHB shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

EE-VII(PH)
[Signature]

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ANNEXURE-V-B

To be signed by the bidder and same signatory competent/ authorised to sign the relevant contract on behalf of CHB.

INTEGRITY AGREEMENT

This Integrity Agreement is made at..... on this day of..... 20.....

BETWEEN

President of India represented through Executive Engineer,

Chandigarh Housing Board, Chandigarh, (Name of Division), (Hereinafter referred as the (Address of Division)

'Principal/Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

through (Name and Address of the Individual/firm/Company) (Hereinafter referred to as the (Details of duly authorized signatory) "**Bidder/Contractor**" and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No.) (hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for (Name of work) hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/Owner

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

Handwritten signature

- a. No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b. The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
 - c. The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
 - a. The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.



- b. The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
 - c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d. The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participate in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
 - e. The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
 - 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a willful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
 - 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or

indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
- 2) Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression



- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/sub-vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/ Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority, CPWD.

Article 7- Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Head quarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.



- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

(For and on behalf of Principal/Owner)

(For and on behalf of Bidder/Contractor)

WITNESSES:

1

(signature, name and address)

2

(signature, name and address)

Place:

Dated :



**CHANDIGARH
HOUSING BOARD**
A CHANDIGARH ADMINISTRATION UNDERTAKING

Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & removal of garbage of block 'A' & 'C' of CHB Office Complex including required material & equipments.

PART-III

FINANCIAL BID

**General Terms and Conditions &
other related documents for
submission of Financial Bid**



[Handwritten signature]

ACCEPTENCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Chairman, Chandigarh Housing Board, for a sum of Rs. _____ (Rupees _____)

The letters referred to below shall form part of this contract Agreement-

- a)
- b)
- c)

For & on behalf of the Chairman,
Chandigarh Housing Board
Chandigarh.

Signature

Dated

Designation



CHANDIGARH HOUSING BOARD
CHANDIGARH

TENDER FORM

SCOPE OF WORK

- a) Cleaning and Sweeping, mopping of floor of rooms, corridors and staircase etc. of office complex including sweeping of roads, pedestrians pathway and passages, pavement within and along the boundary wall of CHB complex, cleaning and washing of Sanitary ware, cleaning of glass panes of doors and windows, ventilators, removal of cob-webs, cleaning of Blocked Floor Traps and gully traps/ Road gullies, cleaning of man holes, open / covered drains and sewer line, removal of garbage and waste materials etc. The rates further includes mechanically cleaning and sweeping of circulation area once in fortnight, pressure cleaning of glass panes of external doors/windows and ventilators once in a month, carrying out pest control in all rooms once in month / Pasting of stickers as desired by the E.I.C and all items mentioned in the scope of work as mentioned in the Bid Document.

GENERAL TERMS AND CONDITIONS:

- i) The Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh shall have absolute rights and powers for the revocation of said guarantee, in default of any clause of this contract, without any prior notice and no claim whatsoever on this account shall be entertained.
- ii) The Contractor should have experience in sanitation and is in possession of independent EPF Code No, GST No; PAN CARD & labour licence (if required).
- iii) Income Tax as applicable on the total amount will be deducted at source.
- iv) a) *The EMD required for placing the e-bid shall be Rs. 44,000/- to be submitted online through e-tendering portal i.e. <https://etenders.chd.nic.in>. Bidder can submit their bid only after depositing online. The payment may be deposited by bank-to-bank transfer using SBI MOPS or RTGS/NEFT transfer through <https://etenders.chd.nic.in> portal.*
- b) The contributions under EPF & ESI shall be regularly paid and deposited by contractor for all employees deputed for the execution of contract in question and that certified copies of receipts issued by respective offices shall be produced by the contractor every month before the payment due to them is



- released for the next month by the Board.
- c) The amount under EPF & ESI has not been accounted for and the employer share shall be reimbursed to the contractor on minimum wage as per prevailing DC (UT) rates on actual basis after producing the certified copies of receipts issued by respective offices.
- v) Toilets in the area to be cleaned at least twice a day to maintain hygienic atmosphere and also as and when required. The contractor will provide the necessary cleaning materials such as liquid soap, naphthaline balls, phenyl, freshners, detergent, equipment etc. and these will not be supplied by the office. The material & equipment supplied should be of a superior quality.
- vi) The contractor will ensure that the garbage should not be left outside the garbage bins. It should be put in the garbage bins and removed twice a day and ensure that the surroundings of the garbage bin remain neat and clean.
- vii) Cleanliness work in the morning shall be finished at least in office rooms/area in any case by 8.30 A.M. or before the start of the office hours.
- viii) The penalty for non-commencement of work up to and including seven days after the date of start of work mentioned in the letter issued for the allotment of said work shall be one percent, per day but, it shall in no case exceed 10% of the yearly contract amount. The Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing board, Chandigarh or any other authority who sign the contract on his behalf, shall have the power to condone the delay to reduce or remit the penalty so imposed to any extent, on the written application of the Contractor, in case the authority competent to do so finds that the grounds given by the contractor are reasonable and satisfactory.
- ix) The decision of the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh with regard to the determining of quality of work/services done by the contractor shall be final and acceptable to the contractor. The contractor shall, therefore, rectify the defect so pointed out without any extra payment. The Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh also reserves the rights to get the work/service so rejected done/replaced at his own level at the risk and the cost of the contractor, after giving him a notice in writing, and the expenditure incurred on this account shall be recovered from the bills of the Contractor or any other outstanding dues or by revocation of any or all parts of the bank guarantee as he may think proper.

- x) The contractor shall engage minimum **Seven Safai Karamcharies (5men + 2 Ladies)** for the cleanliness of the block 'A' & 'C' CHB, contract along with **one Work Munshi**. The contractor shall immediately communicate their names, parentage, residential address, age etc. and when deployed or changed from time to time. It will be the responsibility of the contractor to ensure that the officials deployed fulfil the following minimum qualifications. The qualifications can be modified/changed during the tenancy of the contract by E.I.C. and the decision will be binding on the contractor:

S.NO.	DESIGNATION	MINIMUM QUALIFICATIONS
1.	Safai Karamchari	Literate suitable for unskilled work having the required skill for performing the tasks & experience and trained for this purpose
2.	Work Munshi	Should be matric pass having the required skill for performing the tasks & experience and trained for this purpose.

- xi) For the purpose of proper identification of the employees of the contractor deployed at various points, the contractor shall himself issue them the identity cards/identification document and uniform to his employees and they shall be duty bound to display the identity cards at the time of duty.
- xii) The Engineer In charge or any other persons so authorised by him, for the purpose shall be at liberty to carry out any surprise check on the working of the person so deployed by the Contractor in order to ensure that the required number of person are deployed and that they are doing their duties properly.
- xiii) On taking over the responsibility of providing sanitation facilities, the Contractor shall formulate the mechanism & duty assignment chart for the sweeping of whole area i.e. rooms, toilets, corridors and open spaces etc. for the personnel in consultation with the Engineer In charge. Subsequently, the Contractor shall keep on reviewing his arrangements from time to time and may advise the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh in writing about additional measures, if any required to be taken for further streamlining the said arrangements. But the contractor shall be bound - by to carry out the directions/instructions given to him in this regard by the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh or any officer designated as such by the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh, in this respect from time to time.

- xiv) The persons deployed by the contractor for the work shall be the employees of the Contractor for all intents and purpose and in no case, there shall be any relationship of employer and employees between the said persons and the Board shall accrue implicitly or explicitly.
- xv) The persons so deployed shall be under the overall control and supervision of the contractor and the contractor shall be liable for payment of their wages etc. and all other dues which the contractor is liable to pay under various labour regulations and other statutory provisions. The Chandigarh Housing Board shall be absolved of any such liability at its own level.
- xvi) The contractor shall ensure that all the employees get minimum wages and other benefits as are admissible under various labour laws. The contractor shall provide full information in respect of the wages etc. paid to its employees so deployed in conformity with the provisions of Contract Labour (Regulation and Abolition) Act 1970 and Rules 1971.
- xvii) The contractor shall be responsible for fulfilling all his obligations towards the persons deployed under law, namely, under the Minimum Wages Act, E.P.F., ESI Act, Maternity Benefit Act, Shops & Establishment Act, Bonus Act, etc., as applicable and amended from time to time
- xviii) The contract shall conform to the provisions of Central/State Act(s) or the Regulations on the subject as well as terms and conditions of the contract.
- xix) The Contractor shall make the payment of wages etc. to the persons so deployed in the presence of representative of the Board as and when the Chandigarh Housing Board desired and shall on demand furnish copies of wages register/muster roll etc. for having paid all the dues to the persons deployed by the contractor for the work under the agreement. This obligation is imposed on the contractor to ensure that the contractor is fulfilling his commitments towards his employees so deployed under various labour laws, having regard to the duties of the Board in this respect as the provisions of Contract Labour (Regulation and Abolition) Act 1970. The contractor shall comply with or cause to be complied with the contractor's labour regulations made by the Board from time to time in regard to payment of wages, wage period deductions from wages, recovery of wages not paid and deduction unauthorised made, maintenance of wages and terms of employment inspection and submission of periodical returns.
- xx) Any obligation and/or formalities which are required to be fulfilled under the Contract Labour (Regulation and Abolition) Act, 1970 and amended from time to time or any other Act for the purpose of entering into and/or execution of this contract shall be carried out by the contractor at his own expenses etc. and the contractor shall report the compliance thereof to the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh housing board, Chandigarh. The contractor shall be solely liable for any violation of provisions of the said act or any other act.



- xxi) The uniform will be supplied by the Contractor at his own cost to the persons deployed on his own, as per the Board's instructions.
- xxii) The contractor shall take all reasonable precautions to prevent any unlawful riots or disorderly conduct or acts of his employees so deployed and for the preservations of peace and protection of persons and property of the Board.
- xxiii) In case any of the persons so deployed by the contractor does not come upto the mark or performs his duties improperly or indulges in any unlawful riots or disorderly conduct, the contractor shall take suitable action against such employees on the report of the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh housing board, Chandigarh in this respect.
- xxiv) In case of any complaint/defect pointed out by the Board's Authorities, the contractor shall immediately replace the particular person so deployed without further arguments.
- xxv) The contractor shall deploy his persons in such a way that the persons get weekly rest, the working hours/leave for which the work is taken from him under relevant provisions of shops and establishments Act The contractor shall in all dealings with the persons in his employment have due regard to all recognised festivals, days of rest and religious or other customs. In the event of the contractor committing a default or breach of any of the provisions of the Labour Laws including the provisions of Contract Labour (Regulation and Abolition) Act 1970 as amended from time to time or furnishing any information or submitting or filing any settlement under the provisions of the said regulations and rules which is materially incorrect, they shall without prejudice to any other liability pay to the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing board, Chandigarh a sum not exceeding Rs.500/- (Rupees Five hundred only) for every default breach or furnishing, making submitting, filing, such materially incorrect statement and in the event of the contractor defaulting continuously in this respect, he shall be liable to pay Rs.100/- per day for the breach of default.
- xxvi) In case any employee of the contractor so deployed enters in dispute of any nature, whatsoever, it will be the sole responsibility of the contractor concerned to contest the same. In case Board is also made party and is supposed to contest the case, the cost if any or the actual expenses incurred towards counsel fee and other expenses shall be paid to the Board by the contractor in advance on demand. Further the contractor shall ensure that no financial or any other legal liability comes on the Board in this respect of any nature whatsoever for the act done by the person of the contractor and shall keep the Board indemnified in this respect. The contractor shall keep the Board indemnified against all loss caused



whatsoever in respect of the employees deployed by the contractor at various points.

- xxvii) The Board shall have further right to adjust or readjust or deduct any of the amounts as aforesaid from the payments to be made to the contractor under this contract for providing sanitation services or out of the security deposit of the contractor.
- xxviii) The payment of the amount agreed to shall be made to the contractor on the basis of the monthly bills raised by him and duly certified by the officer designated by the Board regarding quality of work.
- xxix) The Contractor shall not increase any amount/rate on any ground what so ever during the period of contract.
- xxx) The contract may be terminated on any of the following contingencies:-
- a) On the expiry of the contract period.
Or
 - b) A notice at any time during the currency of service, in case the service rendered by the contractor are not found satisfactory and in conformity with the general norms and the standard prescribed for the service.
Or
 - c) For committing breach of any of the terms and conditions of the contract by the contractor.
Or
 - d) On assigning the contract or any part thereof or any benefit or interest therein or there under by the contractor to any third person for subletting whole or part of the contract to any third person.
Or
 - e) On contractor being declared insolvent by the 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 creates any disruption/hindrance/problem of any nature to the Board.
- xxxi) In the event of exigencies arising due to the death, infirmity insolvency of the contractor or for any other reason or circumstances the further liabilities of the contract shall be borne by the following on such items, terms and conditions as the Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh may further



think proper in public interest or revoke the contract namely:-

- i) Legal heirs in case of sole proprietor.
 - ii) The next partners in the case of company or institution otherwise the Chairman shall reserve the right to settle the matter according to the circumstances of the case as he may like proper.
- xxxii) In the event of any question, dispute/difference arising out under this contract or in connection herewith (except as to matters the decision of which is specifically provided under this contract) the same shall be referred to the sole arbitration to Chairman or his authorised nominee i.e. Chief Engineer, Chandigarh Housing Board.
- xxxiii) The award of the Arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred is being transferred or vacating his office or resigning or refusing work or neglecting his work or being unable to act for any reason, whatsoever, the Chandigarh Housing Board, Chandigarh shall appoint another person to act as Arbitrator in place of the outgoing arbitrator in accordance with the terms of this agreement and the persons so appointed shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.
- xxxiv) The expression Chairman or his authorised representative i.e. Executive Engineer, Chandigarh housing Board, Chandigarh shall mean and include an acting/ officiating Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh.
- xxxv) The arbitrator may from time, with the consent of all the parties extend or decrease the time for making (and publishing) the award.
- xxxvi) The arbitrator may give such directions, as may be required.
- xxxvii) Subject to the aforesaid provisions, the arbitrations Act 1940 and the rules made hereunder and any modification thereof from the time being in force shall be deemed to apply to the arbitration proceedings under this clause.
- xxxviii) The venue of the arbitration shall be Chandigarh.
- xxxix) The contractor shall be liable for and shall also indemnify the CHB and its employees against all liabilities, losses, claims, demands, proceeding, damages, costs, charges and expenses and further agrees to defend, indemnify and hold the Board and its employees harmless from any penalty whatsoever in respect of any injury or damage to any property of to personals during the execution of work or by the action of any central or state of local authority for violation by the contractor or sub-contractor engaged on the work (As per format given on page (60).



SPECIMEN OF DATA COLLECTION PROFORMA/QUESTIONNAIRE

Ref: Tender invited by Chandigarh Housing Board, Chandigarh for the following scope of work: -

a) Complete Cleanliness & sweeping of all rooms, corridors, collection and removal of garbage of Block 'A' & 'C' of CHB office complex including required material & equipments as per the DNIT enclosed.

b) All Toilets to be cleaned at least twice a day and also as and when required.

1. Name of the Organisation.
2. Type of Business Organisation Private / Public/Sole/ Partnership/Co-Operative etc.
3. Office location with complete address with telephone/Mobile No.
4. Name(s) of the owners/partners with ratio for entrepreneurship with complete address and telephone Nos.
5. Financial and physical resources/facilities in terms of firm's property, assets held (fixed and moveable), means of communication & infrastructure available.
6. EPF, ESI Code No.
7. Date and period of existence of the firm in the present business.
8. Staffing position in terms of Employees' strength:
 - i) No. of Personnel
 - ii) Categories of Personnel
 - iii) Qualifications



- iv) Experience details
 - v) Source of recruitment
 - vi) Copy of Muster Rolls/ Records / Registers being maintained.
9. List of clients/credentials should be attached separately under the following heads:
- i) Name of the company
 - ii) Date of commencement of the business with the above firm(s)
 - iii) Job Assigned
 - iv) Total strength employed (Category wise)
 - v) Commendation letters (if any)
10. Three references with their complete contact addresses
11. Mode of verification of antecedents of personnel to be provided
12. Charges (Labour & Material) L.S. Charges to be quoted by agency
13. Any other information

NOTE:

- i) Information may be given on separate sheet against the columns mentioned above.
- ii) Incomplete tenders will not be considered.

Place:

Signatures
(Name & Address)

Date:



SCHEDULE OF ITEMS TO BE ATTACHED WITH THE DNIT FOR THE WORK OF COMPLETE CLEANLINESS & SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION & REMOVAL OF GARBAGE OF BLOCK 'A' & 'C' OF C.H.B. OFFICE COMPLEX INCLUDING REQUIRED MATERIAL & EQUIPMENTS.

Approximate Amount	Rs.21,84,093/-
Earnest Money	Rs.44,000/-
Time Limit	12 Months

**AREA OF OPERATION:
BLOCK 'A'**

GROUND FLOOR

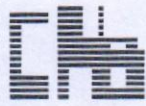
- Ground floor comprising of main-entrance, Visitor's rooms, Rooms of Supdt. (Divisions) /Accounts, Drawing, SO-I branch, Cashier room, Legal branch room, Room No:52, corridors etc.
- 6 Nos. toilets.
- Windowpanes of all the rooms and corridors.

BASEMENT

- Basement consisting of different offices, Canteen, Central record Room, Corridors, main hall etc.,
- 2 Nos. toilets.
- Outer portion consisting of ramps, concrete pavement.
- Road/passage between block 'A' & 'C' (PARKING AREA).

**BLOCK 'C'
GROUND FLOOR**

- Central record Room, Recovery Hall, AO Rooms, Board's Room, Reception, Drawing Branch, Electrical Supdt. Branch, corridors etc.



- 5 Nos. toilets.
- Windowpanes of all the rooms and corridors.

BASEMENT

Consisting of Cabins/Rooms, Q.C. lab & Parking area etc.

Outside circulation space.

DETAIL OF OTHER ACTIVITIES: (Daily)

1. Cleaning and sweeping of rooms, corridors & staircases etc. with at least once a fortnight mechanically circulation area of block "A" Ground Floor & Basement and Block "C" Ground Floor on Saturday/Sunday/ Holiday.
2. Moping of floors with floor duster.
3. Sweeping of Roads, Pedestrian Pathways, Passages & Pavements within and along the boundary wall of the CHB complex laid by CHB.
4. Cleaning & washing of sanitary wares.
5. Cleaning of glass panes of Doors, Windows & Ventilators. All exterior windowpanes to be pressure cleaned at least once a month on Saturday/Sunday/ Holiday.
6. Removal of Cobwebs.
7. Cleaning & sweeping of Car-Parks & Drive Ways.
8. Cleanliness of blocked F.Ts/G.Ts/R.G's
9. Cleanliness of manholes, open/covered drains & sewer lines.
10. Removal of Garbage/Waste Materials.
11. Vacuum Cleaning of carpets & upholstery, if any.
12. Carrying out pest control in all rooms at least once a month.
13. All labour charges/material/uniform to staff is to be borne by the agency.
14. Two of the Safai Karamcharies shall not leave office at least upto office hours.
15. The penalty @ Rs.800/- per day shall be levied for unsatisfactory quality of work & the decision of E.E. shall be final in this regard.
16. The penalty @ Rs.800/- per day per worker falling short of the prescribed number shall be levied.
17. The penalty @Rs.3000/- shall be levied for non-cleaning of floors mechanically/pressure cleaning of windowpanes per default.



18. The penalty @ Rs.2500/- for non-carrying out pest control in all rooms at least once a month shall be levied.
19. The Medical kit / Safety kit for the workers shall be provided by the agency and the cost is to be borne by the agency.

“All rooms” wherever mentioned means rooms other than those of the Chairman, the C.E.O., the Chief Engineer, the Secretary, their P.A's, Computer Room, SE-I/II office, All EE's, Asstt. Architect, S.L.O., C.A.O.

NOTE: The contractor shall engage minimum **Seven Safai Karamcharies (5men + 2 Ladies)** for the cleanliness of the block 'A' & 'C' CHB, contract along with **one Work Munshi.**

CONDITIONS:

1. *The EMD submitted on line through e-tendering portal i.e. <https://etenders.chd.nic.in> will only be accepted otherwise the tender is liable to be rejected.*
2. The conditional tender or tenders without earnest money are not acceptable and shall be rejected.
3. The undersigned reserves the right to reject any or all tenders without assigning any reason
4. In case the date of receipt of tender is declared/happens to be a public holiday, the tender will be received on the next working day.
5. All the disputes are subject to Chandigarh Jurisdiction.
6. Work shall be open to inspection of Engineer-in-Charge or his representatives during any time of the day.
7. Nothing shall be paid on account of carriage, loading, unloading.
8. Agency should have independent EPF code number from the RPFC otherwise agency shall deposit the necessary contribution in respect of the employees as per the Regional Provident Fund Rules.
9. The cleanliness has to be maintained throughout the day, even if it requires frequent washing/cleaning/sweeping.
10. The work shall be carried out to the entire satisfaction of the Engineer-in-Charge or his authorised representative. Payment shall be released only after thorough satisfaction of the work done by the agency.

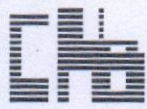


11. The agency willing to tender for cleaning should be a registered agency.
12. Rates shall be quoted by the agency in words and figures.

**STICKER TO BE PASTED IN EACH AREA FOR CARRYING OUT THE JOB AS
FOLLOWS:**

Sr. No.	Description	Remarks
1.	Mechanized Cleaning	Job done (dated) _____
		Next due on _____
1.	Pest Control	Job done (dated) _____
		Next due on _____
Signature of JE (Incharge)		Signature of Work Munshi

Executive Engineer-VII (PH)
Chandigarh Housing Board
Chandigarh



**CHANDIGARH
HOUSING BOARD**
A CHANDIGARH ADMINISTRATION UNDERTAKING

Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & removal of garbage of block 'A' & 'C' of CHB Office Complex including required material & equipments.

FORMAT OF INDEMNITY BOND.

(To be furnished in Stamp paper as per Stamp Act)
(At presents not less than Rs.80/-Stamp paper)

This deed of indemnity executed by hereinafter referred to as Indemnifier which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, representative and assignees in favour of Chandigarh Housing Board, hereinafter to as the indemnified which expression shall unless repugnant to the context of meaning thereof, include its successors and assignees witness us to.

Whereas the indemnified herein has awarded to the Indemnifier therein a contract for the '**Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & removal of garbage of block 'A' & 'C' of CHB Office Complex including required material & equipments.**' on terms and conditions set out interalia in contract/Award No. _____ valued at Rs. _____ only)

And whereas the above mentioned contract provides for '**Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & removal of garbage of block 'A' & 'C' of CHB Office Complex including required material & equipments.**' as per terms & conditions of the contract.

The indemnifier hereby irrevocably agrees to indemnify the indemnified that he shall be liable for and shall also indemnify the CHB and its employees against all liabilities, losses, claims, demands, proceeding, damages, costs, charges and expenses and further agrees to defend, indemnify and hold the Board and its employees harmless from any penalty whatsoever in respect of any injury or damage to any property of to personals during the execution of work or by the action of any central or state of local authority for violation by the contractor or sub-contractor engaged on the work in respect of his contractual obligations emanated from the contract already referred to the extent of Rs _____/- Rupees _____ only)

This indemnity shall be in force up to the date of the item from our end.

Name.
Designation.

WITNESS:

- 1.
- 2.

EE-VII(PH)

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FINANCIAL BID FOR THE WORK OF COMPLETE CLEANLINESS & SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION & REMOVAL OF GARBAGE OF BLOCK 'A' & 'C' OF C.H.B. OFFICE COMPLEX INCLUDING REQUIRED MATERIAL & EQUIPMENTS.

Part	Description	Amount In Rs.
A	Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & Removal of Garbage of block 'A' & 'C' of Chandigarh Housing Board, Chandigarh office Complex including required material & Equipments (As per NIT).	Rs.2184093/-
	I/We will charge _____% (in figures) including GST i.e (a)* percent (in words) _____ (b)*(write above or below) on the total amount of Rs.21,84,093/- (Rupees Twenty one lakh eighty four thousand ninety three only) . The overall amount of the Tender comes out to be Rs. _____ (in figures) be (Rupees _____) (c)* (in words) with my quoted Rates.	
* Note:		
1.	For filling up the portion marked (a)* above the agency is to quote the percentage in figure and words. Percentage is to be quoted up to three digits after decimal.	
2.	For filling up the portion marked (b)* above, the agency is to quote either above or below	
3.	For filling up the portion marked (c)* above the agency is to quote the amount in figures and words.	
4.	In case of any ambiguity or difference between the quoted percentage and amount, the amount worked out at '(c)' above will be considered as correct and the percentage will be considered accordingly.	
5.	The aforesaid amount should include GST/all taxes to be paid by the tendering Company /Firm/ Agency to various Government Departments and other statutory bodies excluding ESI, and Provident Fund. However, in respect of ESI, Provident Fund as referred above on this work, if levied by the Govt. the same shall be paid by the contractor to the concerned department and it will be reimbursed to him by the CHB, payment issue authority after submission of the proof of payment of ESI, Provident Fund to the concerned Department'.	
6.	In addition to the above amount as quoted, CHB shall pay to the tendering Company/Firm/Agency increase in the minimum Wages as fixed from time to time by Deputy Commissioner, UT Chandigarh, EPF, ESI etc. as per statutory provisions in this regard, subject to the tendering Company/ Firm/ Agency providing adequate documentary proof of having paid the same to all the persons/ workers/ concerned Department.	




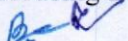
CHANDIGARH HOUSING BOARD
A CHANDIGARH ADMINISTRATION UNDERTAKING



Complete Cleanliness & Sweeping of all Rooms, Toilets, Corridors, Collection & removal of garbage of block 'A' & 'C' of CHB Office Complex including required material & equipments.

7.	If any tendering Company/ Firm/ Agency want to pay to the person/ worker at rates higher than the Minimum Wages, the same shall be borne by the agency. On this account nothing shall be paid extra by the CHB.
8.	The payment shall be made on conclusion of the calendar month only on the basis of number of working days for which duty has been performed by each person/worker.
Dated	Signature of the Bidder (s)

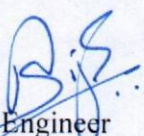

Technically examined & recommended for approval

Technically sound & recommended for approval


Superintending Engineer-II,
Chandigarh Housing Board
Chandigarh 


Executive Engineer VII(PH),
Chandigarh Housing Board
Chandigarh. 

This NIT containing 1-62 pages as per Index amounting Rs.21,84,093/- (Rupees Twenty one lakh eighty four thousand ninety three only) is hereby approved.


Chief Engineer
Chandigarh Housing Board
Chandigarh. 

22/10/20. 26/10/20