

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	08-08-2025 19:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-08-2025 19:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	75 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Chandigarh
विभाग का नाम/Department Name	Chandigarh Housing Board
संगठन का नाम/Organisation Name	N/a
कार्यालय का नाम/Office Name	Chandigarh
वस्तु श्रेणी /Item Category	Cleaning, Sanitation and Disinfection Service - Outcome Based - Office/Commercial/Institutions/Residential; Job work to maintain complete cleanliness sweeping sanitation and hygiene of the CHB Office Complex located in Sector 9 D Chandigarh Area Appr..
अनुबंध अवधि /Contract Period	1 Year(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	9533592
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	190700

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	14

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this

Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

Executive Engineer
Chandigarh, Chandigarh Housing Board, N/A,
(Surinder Pal Singh)

विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

3. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Geographical presence: Registered Office or one of the Branch Offices at X locationsRegistered Office or one of the Branch Offices at X locations:Should have office Sub office in Tri city Chandigarh SAS Nagar Mohali Panchkula. A proof to the effect must be furnished

List of Consumable Required:[1753789723.pdf](#)

Scope of Work for the Service:[1753790058.pdf](#)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
01-08-2025 11:00:00	At CHB Board Room in Block B CHB Office Building Complex at 8 Jan Marg Sector 9 Chandigarh

Cleaning, Sanitation And Disinfection Service - Outcome Based - Office/Commercial/Institutions/Residential; Job Work To Maintain Complete Cleanliness Sweeping Sanitation And Hygiene Of The CHB Office Complex Located In Sector 9 D Chandigarh Area Appr.. (28101)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Space	Office/Commercial/Institutions/Residential
Nature of Service	Job work to maintain complete cleanliness sweeping sanitation and hygiene of the CHB Office Complex located in Sector 9 D Chandigarh Area Approx 28101 Sqm Minimum 24 Safai Karmacharis and 1 Work Munshi will be deployed daily AS PER ATC
Type of Area	Complete cleanliness sweeping sanitation and hygiene of the CHB Office Complex located in Sector 9D Chandigarh covering all rooms toilets corridors and common areas including the collection and removal of garbage from the premises etc complete
Area Inclusions	All rooms toilets corridors and common areas including the collection and removal of garbage from the premises parking Lifts cabin work stations Lawns road etc in accordance with the detailed scope of work and to entire satisfaction of EIC as per ATC
Floor Type	Normal Stone/Ceramic tile/Cemented Floor
Type of Cycle	Daily
एडऑन /Addon(s)	
Consumables to be provided by Service Provider	Yes
High End Machinery & Equipment to be provided by Service Provider	Yes

अतिरिक्त विशिष्टि दस्तावेज /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Area in Sq. Metre	अतिरिक्त आवश्यकता /Additional Requirement

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Area in Sq. Metre	अतिरिक्त आवश्यकता /Additional Requirement
1	Surinder Pal Singh	160009,Chandigarh Housing Board, 8, Jan Marg, Sector-9D, Chandigarh	28101	<ul style="list-style-type: none"> • Frequency in each cycle : 2 • Number of working days in a month : 26 • Number of cycles during Contract Period : 624

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/**Buyer Added Bid Specific Terms and Conditions**

1. **Generic**

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. **Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

3. **Service & Support**

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

4. **Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

5. **Payment**

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

6. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

7. **Generic**

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

8. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

9. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

10. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Chairman Chandigarh Housing Board Chandigarh
payable at
Chandigarh

. Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

11. Forms of EMD and PBG

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

Chairman Chandigarh Housing Board Chandigarh
. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

12. Forms of EMD and PBG

Bidders can also submit the EMD with Banker's Cheque in favour of

Chairman Chandigarh Housing Board Chandigarh
payable at
Chandigarh

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

13. Forms of EMD and PBG

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

Chairman Chandigarh Housing Board Chandigarh
Account No.
37930971006
IFSC Code
sbin0010604
Bank Name
State Bank of India
Branch address
SBI Sector 9D Chandigarh Housing Board Branch Chandigarh

. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and

[Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---



**CHANDIGARH
HOUSING BOARD**
A CHANDIGARH ADMINISTRATION UNDERTAKING

8 JAN MARG, SECTOR 9-D
CHANDIGARH

BID DOCUMENT

COMPLETE CLEANING AND SWEEPING OF
ALL ROOMS, TOILETS, CORRIDORS,
COLLECTION AND REMOVAL OF GARBAGE,
INCLUDING NECESSARY MATERIAL AND
EQUIPMENT FOR CHB OFFICE COMPLEX
SECTOR 9-D CHANDIGARH.

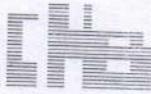
(TIME PERIOD -12 MONTHS)



Website: GeM portal [https:// gem.gov.in](https://gem.gov.in)

Tel: 0172-2511126

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CHANDIGARH HOUSING BOARD TENDER NOTICE

Notice Inviting Bids on GeM Portal

The Executive Engineer-VI (Public Health), on behalf of the Chairman, Chandigarh Housing Board (CHB), invites e-bids through the GeM portal (<https://gem.gov.in>) for the work: 'Complete cleaning and sweeping of all rooms, toilets, corridors, collection and removal of garbage, including necessary material and equipment for CHB office Complex Sector 9-D Chandigarh' from reputed and experienced agencies with a **minimum of three (3) years' experience** in providing **cleanliness/housekeeping services** in any UT Engineering Department/ Municipal Corporation Chandigarh / CPWD / MES / Punjab PWD / Haryana PWD / Himachal PWD/ other State Government Departments, Boards / Corporations/PSUs/ reputed Bank/ Pvt. Limited company.

Estimated cost Rs.95,33,592/-; Earnest Money Rs.1,90,700/-; Time Period of Contract: - 365 Days; Date & time of Pre Bid meeting is ___ AM on ___/___/2025 at CHB Board Room in Block- 'B', CHB Office Building Complex at 8 Jan Marg, Sector 9, Chandigarh; Last date of submission of bid online ___/___/2025, Date of opening bid online ___/___/2025.

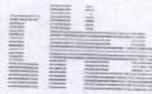
For detail Milestone, dates of Electronic Tendering are given at the website <https://gem.gov.in> Tel: 0172-2511126

(Bid No/ GEM/2025/B/ _____ dated _____ -2025)

Executive Engineer-VI (PH)
for & on behalf of Chairman
Chandigarh Housing Board,
Chandigarh

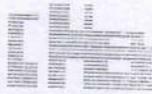
Note: -

- The detailed scope of service along with terms and conditions may be downloaded from the website by logging on to GeM portal <https://gem.gov.in>.
- The bidders would be required to enroll/register on the GeM Portal. The Bidders shall be solely responsible for checking the website for any addendum/corrigendum issued in this regard and take into consideration of the same while preparing and submitting the bids.
- The bids are to be submitted online through the GeM portal <https://gem.gov.in>

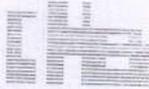


Detail Regarding Tendering Process

Name of work	COMPLETE CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-D CHANDIGARH
Estimated annual value of contract with GST	Rs. 95,33,592/-
Period of Contact	365 days
Name of the Employer	Chandigarh Housing Board
Address of the Employer	8 Jan Marg, Sector 9 D Chandigarh
Mode	E-Tendering
Website	https:// gem.gov.in
Bid validity period	Seventy Five (75) days from the last day of receipt of Technical Bid.
Pre-Bid Conference	At CHB Board Room in Block-'B', CHB Office Building Complex at 8 Jan Marg, Sector 9, Chandigarh. Date & Time : As per GeM
End Date of submission of e-Bid	As per GeM
Opening date of technical bid	As per GeM
Announcement of technically qualified bidders	Technically qualified bidders will be intimated after evaluation through GeM
Date and time for Opening of price bid	As per GeM
All conditional Bids and offers	Rejected/will be treated as non-responsive bids, if any.
Subletting of work	Not allowed
Scoring Method	L-1 bidder



Exemption from EMD to MSE/Startups	NO, the bidder must have to deposit EMD of Rs.1,90,700/-
Earnest Money Deposit	Rs.1,90,700/- may be deposited by bank-to-bank transfer using SBI MOPS or RTGS/NEFT transfer through the GeM portal https://gem.gov.in .
	Bank detail is as under:
Bank	State Bank of India(SBI)
Bank Branch	SBI, Sector 9-D, Chandigarh Housing Board Branch Chandigarh.
Bank Account No.	37930971006
IFSC Code	SBIN0010604
	Bidder can submit their bid only after depositing Earnest Money Deposit online. The bidder must upload the copy of UTR No/ Transaction slip on GeM. The amount of Earnest Money Deposit is refundable and adjustable. The Earnest money Deposit shall be refunded online to the bidder account in case of all unsuccessful e-bids, provided it is not forfeited.
Performance Security to be submitted within Fifteen (15) days from date of the issue of notification of award	The agency/contractor, whose bid is accepted, will be required to furnish performance guarantee Five percentage of the tendered amount within the period of Fifteen (15) days. This guarantee shall be in form of Insurance Surety, Bonds, Account Payee Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any of the Commercial Banks in accordance with the prescribed form should remain valid for a period of 60 days beyond the date of completion of all contractual obligations. The said amount will be returned without any interest to bidder after satisfactory Completion of contract period. In the event of default or not carrying out the contracted services, as per



	terms and condition of the tender, the amount of security deposit will be forfeited.
Duration of Performance guarantee required (Months).	14 Months

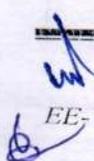
Pre-Qualification Criteria

S.No.	Eligibility Criteria	Documents Required
1.	Earnest Money Deposit	Proof of EMD deposit to be uploaded.
2.	Experience: 3 Years. The Bidder should have 3 years of experience in carrying out Cleanliness/ House Keeping work/ contract.	Documentary Evidence to be uploaded as work orders.
3.	The bidder should have office / Service Centre in Tri city Chandigarh/SAS Nagar (Mohali)/ Panchkula.	A proof to the effect must be uploaded.
4.	Letter of transmittal	To be uploaded in Form-A.
5.	Past Experience of Similar Services: Agency should have satisfactorily completed similar nature of works during the last three years ending last day of the month before the one in which tender is invited. Three similar works each costing not less than 40% or two similar works each of costing not less than 50% or one similar work of costing not less than 80% of the Estimated Bid value for similar nature of completed work	Documentary Evidence to be uploaded in Form-B.
6.	Performance of eligible completed work. Agency must provide performance evaluation report from the organization where satisfactory services were rendered on letter head of the organisation/Deptt.	Documentary Evidence to be uploaded as per format - Form-C
7.	The bidder should be registered with appropriate tax authorities such as GST, Income Tax etc.	Copy of GST and PAN card to be uploaded with bid.



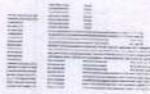
8.	Affidavit to be submitted by the applicant alongwith other documents	The bidder must upload the followings as per format with bid: - ANNEXURE-I (regarding no criminal proceedings pending) ANNEXURE-II (POWER OF ATTORNEY)
9.	Integrity Pact duly filled, signed & stamped	The bidder must upload the copy of Integrity Pact duly filled, signed & stamped in the presence of witness along with other bid documents on the web site as per format - ANNEXURE-IV

IMPORTANT NOTE : The bidder must ensure that the copies of all above documents of pre-qualification criteria are uploaded on GeM as per the order/sequence.

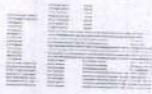

EE-VI



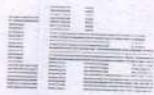
Initial criteria for Eligibility for tender.	
1.	The company/ firm/ agency/bidder who fulfill the following requirements shall only be eligible to apply.
a)	Should have 3 years of experience in carrying out Cleanliness/House Keeping work' in any UT Engineering Department/ Municipal Corporation Chandigarh / CPWD / MES / Punjab PWD / Haryana PWD / Himachal PWD/ other State Government Departments, Boards / Corporations/PSUs/ reputed Bank/ Pvt. Limited company.
b)	Should have satisfactorily completed similar nature of works during the last three years ending last day of the month before the one in which tender is invited. Three similar works each costing not less than 40% or two similar works each of costing not less than 50% or one similar work of costing not less than 80% of the Estimated Bid value for similar nature of completed work. Similar work shall mean 'Experience of Cleanliness/House Keeping contract/work .
c)	Should have office / Sub office in Tri city Chandigarh/SAS Nagar (Mohali)/ Panchkula. A proof to the effect must be furnished.
d)	The company/ firm/ agency/bidder, 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.
e)	Should have valid GST No (copy of GST Registration Number to be provided)
Note	All the documents shall be duly attested & counter signed by the agencies.
2.	The time allowed for carrying out the work will be 365 Days.
3.	Earnest money amount will have to be deposit as mentioned in Detail Regarding Tendering Process in shape as prescribed.
4.	Downloading and submission of Tender including Financial Bid will be done by e-Procurement process through the GeM portal https:// gem.gov.in The agency shall upload Scanned copy of documents (duly attested and counter signed by agency) related to "Earnest Money Deposit" and 'Eligibility Documents'. However, certified copy of all the scanned and uploaded documents as specified in e-tender notice shall have to be submitted by the lowest bidder within a week physically in the office of tender opening authority.
5.	The bid submitted shall become invalid if
a)	The bidder is found ineligible.
b)	The bidder does not upload scanned copies of all the documents stipulated in the bid document.



	c)	If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of bid opening authority.
	d)	If a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section/ sub head in percentage rate tender , the tender shall be treated as invalid and will not be considered as lowest tenderer.
	e)	Before proceeding further with the e- Procurement process, Earnest Money shall be opened first and 'Eligibility Document' of those agencies whose Earnest Money found in order shall be opened in the office of EE-VI(PH), CHB by the committee.
	i)	Pre-Bid Conference shall be held on the date mentioned in Detail Regarding Tendering Process in the CHB Board Room in Block-'B', CHB Office Building Complex at 8 Jan Marg, Sector 9, Chandigarh.
	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.
6.		The contractor, whose tender has been accepted, will be required to furnish 'Performance Guarantee' as mentioned in Detail Regarding Tendering Process. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee.
7.		The description of the work is as follows: COMPLETE CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-D CHANDIGARH
8.		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.
9.		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.
10.		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.
11.		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



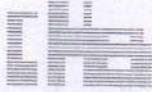
	permission of the Chairman, CHB in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Chairman, CHB as aforesaid before submission of the tender or engagement in the contractor's service.
12.	The tenders for the work shall remain open for acceptance for a period of Seventy Five (75) days from the last date of receipt of Bids.
13.	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, specifications and drawings, 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.
14.	In case any discrepancy is noticed between the documents as uploaded at the time of submission of the bid online 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.
15.	The tenderer is liable to be blacklisted as per policy of Chandigarh Administration 2009 and the EMD will be forfeited if he has been found to have misled or has furnished false information in the forms / statements / certificates/online information 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. Further, if this contract has been awarded, the same shall be rescinded including forfeiture of EMD and Performance Guarantee.
16.	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.
17.	All disputes concerning in any way with this work are subject to Chandigarh jurisdiction only.
18.	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.
19.	Any addendum/amendments issued by the Tender Inviting Officer shall be part of the Tender Document.
20.	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.
21.	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.



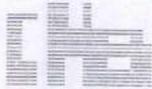
22.	If the technical bid of a Bidder is not satisfying any of the eligibility criteria it will be rejected by the Executive Engineer.
23.	If any alteration is made by the Bidder in the Bid documents, the conditions of the contract, the drawings, specifications or statements / formats or quantities the tender will be rejected.
24.	The Executive Engineer will evaluate and compare the price bids of all the qualified Tenderer.
25.	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.
26.	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 outcome of the process.
27.	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.

Executive Engineer VI(PH)
Chandigarh Housing Board
Chandigarh


EE-VI



FORMS & ANNEXURE



Form-A

LETTER OF TRANSMITTAL

From:

To

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

Sub: Submission of Bid for the work: COMPLETE CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-D CHANDIGARH

Sir/Madam

Having examined the details given in the bid document for the above work, I/we hereby submit the 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: -

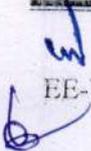
It is certified that the information given in the enclosed eligibility bids are correct. It is also certified that I/we shall be liable to be debarred, disqualified/ cancellation of enlistment in case of any information furnished by me /us found to be incorrect.

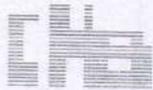
Enclosures:

Seal of bidder

Date of submission

SIGNATURE(S) OF BIDDER(S)


EE-VI



FORM 'C'

PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "B"

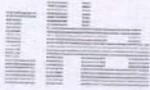
1.	Name of work/Project & Location	
2.	Owner or sponsoring organization	
3.	Agreement No.	
4.	Estimated Cost	
5.	Tendered Cost i. Allotted Amount ii. Actual completed cost	
6.	Date of Start	
7.	Date of completion	
(i)	Stipulated date of completion	
(ii)	Actual date of completion.	
8.	a) Whether case of levy of compensation for delayed has been decided or not.	
	b) if decided, amount of compensation levied for delayed completion if any.	
	c) Litigation/arbitration cases Pending/in progress with details	
9.	Whether the work was done on back to back basis (yes / no)	
10.	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

Certified that M/s has completed the above work with the structural system technology as per details mentioned above.

Dated:

Executive Engineer or Equivalent

EE-VI



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 affirms and declares as under on behalf of the firm: -

1. I/We in the name and style of _____ had applied for the work COMPLETE CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-D, CHANDIGARH
2. The undersigned hereby certify that there are no criminal proceedings pending/ ongoing in any court of law regarding any work 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.

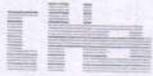
Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executant(s)



ANNEXURE-III

On non-judicial stamp paper of minimum Rs. 100
(Guarantee offered by Bank to CPWD in connection with the execution of contracts)
Form of Bank Guarantee for Earnest Money Deposit /Performance Guarantee/Security Deposit/Mobilization Advance

1. Whereas the Executive Engineer _____ (name of division), on behalf of the Chairman, CHB (hereinafter called "The Government") has invited bids under _____ (NIT number) dated _____ for _____ (name of work) . The Government has further agreed to accept irrevocable Bank Guarantee for Rs. _____/- (Rupees _____ only) valid up to _____ (date)* _____ as Earnest Money Deposit from _____ (name and address of contractor) _____ (hereinafter called "the contractor") for compliance of his obligations in accordance with the terms and conditions of the said NIT.
OR**
Whereas the Executive Engineer _____ (name of division) CHB, Chandigarh on behalf of the Chairman, CHB (hereinafter called "The Government") has entered into an agreement bearing number with _____ (name and address of the contractor) _____ (hereinafter called "the Contractor") for execution of work _____ (name of work) _____. The Government has further agreed to accept an irrevocable Bank Guarantee for Rs. _____/- (Rupees _____ only) valid up to _____ (date)* _____ as Performance Guarantee/Security Deposit/Mobilization Advance from the said Contractor for compliance of his obligations in accordance with the terms and conditions of the agreement.
2. We, _____ (indicate the name of the bank) _____ (herein after referred to as "the Bank"), hereby undertake to pay to the Government an amount not exceeding Rs. _____/- (Rupees _____ only) on demand by the Government within 10 days of the demand.
3. We, _____ (indicate the name of the Bank) _____ do here by undertake to pay the amount due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor. 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. _____/- (Rupees _____ only).
4. We, _____ (indicate the name of the Bank) _____, further undertake to pay the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any court or Tribunal, our liability under this Bank Guarantee being absolute and unequivocal. The payment so made by us under this Bank Guarantee shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment.
5. We, _____ (indicate the name of the Bank) _____ further agree that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation here under to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor 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 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 or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said contractor 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. We, _____ (indicate the name of the Bank) _____ further agree that the Government at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor at the first instance without proceeding against the contractor and notwithstanding any security or other guarantee the Government may have in relation to the Contractor's liabilities.
7. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.
8. We, _____ (indicate the name of the Bank) _____, undertake not to revoke this guarantee except with the consent of the Government in writing.
9. This Bank 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 _____ only) and unless a claim in writing is lodged with us within the date of expiry or extended date of expiry of this guarantee, all our liabilities under this guarantee shall stand discharged.

Date _____

Witnesses:

1. Signature _____
Name and address _____

Authorized signatory
Name
Designation
Staff code no.
Bank seal

2. Signature _____
Name and address _____

*Date to be worked out on the basis of validity period of 90 days where only financial bids are invited and 180 days for two/three bid system from the date of submission of tender.

** In paragraph 1, strike out the portion not applicable. Bank Guarantee will be made either for earnest money or for performance guarantee/Security deposit/mobilization advance, as the case may be.



ANNEXURE-IV

Integrity Pact

To,

Executive Engineer-VI(PH),
Chandigarh Housing Board
Chandigarh

Sub: Submission of Tender for the work COMPLETE CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-D CHANDIGARH

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-VI(PH)



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

INTEGRITY PACT

(Integrity Pact is applicable for all works of estimated cost put to the tender equal to or more than the threshold value given in Schedule-F)

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

BETWEEN

Chairman, Chandigarh Housing Board represented by the Engineer-in-Charge (hereinafter referred to as the Principal, which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assignees)

AND

(Name and address of the bidder)

(Hereinafter referred to as the Bidder/Contractor and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assignees)

Preamble

WHEREAS the Principal has floated the tender (NIT No.) (hereinafter referred to as Tender) and intends to award, under laid down organizational procedure, contract for COMPLETE CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-D CHANDIGARH hereinafter referred to as the "Contract".

AND WHEREAS the Principal 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), 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 integrity Pact witnesses as under:

Articles

Article 1: Commitment of the Principal

- 1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - (a) No employee of the Principal, 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 will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal will, in particular, before and during the Tender process, provide to a Bidder(s) the same information and we 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 shall endeavor to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal 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 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 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 participates 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, 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 (which shall include 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 under law or the contract or its established policies and laid down procedures, the Principal 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 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 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. Such exclusion may be forever or for a limited period as decided by the Principal.
2. Forfeiture of Earnest Money Deposit Performance Guarantee/Security Deposit: If the Principal 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 apart from exercising any legal rights that may have accrued to the Principal, 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 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 PC Act, or if the Principal has substantive suspicion in this regard, the Principal 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 3 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.
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 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 by any of its Subcontractors/sub-vendors.
2. The Principal will enter into pacts on identical terms as this one with all Bidders and Contractors.

Article 6- Duration of the Pact

This Integrity Pact begins when both the parties have legally signed it. It expires for the Contractor 12 months after the completion of work under the contract or expiry of defect liability



period or last payment made under the contract, whichever is later and for all other bidders, 6 months after the Contract has been awarded.

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

Article 7- Other Provisions

1. This Integrity Pact is subject to Indian Law, place of performance and jurisdiction is the Head quarters of the Division of the Principal, who has floated the tender.
2. Changes and supplements as well as termination notice need to be made in writing.
3. If the Contractor is a partnership or a consortium, this Integrity 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 Integrity Pact must be signed by a representative duly authorized by board resolution.
4. Should one of several provisions of this Integrity 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 intensions.
5. It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Pact, any action taken by the Principal in accordance with this Integrity Pact or interpretation thereof shall not be subject to arbitration.
6. In view of the nature of integrity pact, the Integrity Pact is irrevocable and shall remain valid even if the main tender/contract is terminated till the currency of the integrity pact.

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 to 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)

(For and on behalf of Bidder/Contractor)

WITNESSES:

1

(Signature, name and address)

2

(Signature, name and address)

Place:

Dated :

Note: To be signed by the Bidder and the Engineer-in-Charge



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 CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-DCHANDIGARH on terms and conditions set out interalia in contract/Award No. _____ valued at Rs. _____ only)

And whereas the above mentioned contract provides for COMPLETE CLEANING AND SWEEPING OF ALL ROOMS, TOILETS, CORRIDORS, COLLECTION AND REMOVAL OF GARBAGE, INCLUDING NECESSARY MATERIAL AND EQUIPMENT FOR CHB OFFICE COMPLEX SECTOR 9-DCHANDIGARH 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.



Detail of Bidder

1)	Name & Address of the bidder	:	
2)	Experience in the relevant field of work i.e. Cleanliness/House Keeping work (Please enclose supporting documents)	:	
3)	Phone	:	
4)	E-mail	:	
5)	Contact person name	:	
6)	Mobile number	:	
7)	GST No.	:	
8)	TIN number	:	
9)	PAN number	:	
10)	License number under Contract labour Contract Labour (Regulation and Abolition) Act-1970, if any	:	
11)	License No. for Pest control & storing chemicals, if any	:	
12)	Any other registration which is mandatory for such agencies stipulated by Concerned authorities	:	
13)	Total Nos. of regular Manpower as on the day of filing the tender.	:	
BANK DETAILS			
14)	Bank name	:	
15)	Branch address	:	
16)	Branch telephone no.	:	
17)	MICR Code of the bank	:	
18)	IFSC code	:	
19)	Bank Account no.	:	
20)	Type of account	:	

Date:

Signature of Bidder/tenderer (Seal)



GENERAL TERMS AND CONDITIONS:

1. Before participating in the bidding process, intended bidders are advised to visit the site as to satisfy themselves about the building conditions and review the entire nature of work as per the detailed scope of work defined in the bid document.
2. The Chairman or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh shall have absolute rights and powers for the revocation of contract, in default of any clause of this contract, without any prior notice and no claim whatsoever on this account shall be entertained.
3. The contractor shall engage minimum **Twenty Four Safai Karamcharies (17 Men + 7 Women)** for the cleanliness of the block 'B' 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. Attendance of the all cleanliness staff will be maintained by the Work Munshi at 7.00 AM morning.

DESIGNATION

MINIMUM QUALIFICATIONS

Safai Karamcharies

Literate suitable for unskilled work having the required skill for performing the tasks & experience and trained for this purpose

Work Munshi

Should be matric pass having the required skill for performing the tasks & experience and trained for this purpose.

4. 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.
5. 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.



6. 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 recognized 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.
7. 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 unauthorized made, maintenance of wages and terms of employment inspection and submission of periodical returns.
8. 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.
9. 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.
10. 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.
11. The agency must deploy experienced manpower with relevant experience in similar nature of work, and shall provide all necessary safety equipment, tools, machinery, and



- materials required to execute the work. No additional payment shall be made on any account for these provisions.
12. The scope of work is not limited and the agency must adhere to directions/suggestions from the engineer-in-charge.
 13. The quoted rate of work shall inclusive of all consumables. The agency will ensure that all consumables are within their valid expiry dates.
 14. Tools & Tackles: The tools & tackles as required for the work are to be arranged by the agency.
 15. Agency should follow all the statutory obligations under various by-laws from time to time and no additional payment shall be made for this compliance.
 16. For the purpose of proper identification of the employees of the agency deployed at various points, the agency shall himself issue them the identity cards/identification document to his employees and they shall be duty bound to display the identity cards at the time of duty.
 17. Upon taking over the responsibility of providing sanitation facilities, the Agency 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 Agency 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. Notwithstanding the above, the Agency shall be bound to comply with all directions and instructions issued by the Chairman, or his authorised representative i.e. Executive Engineer, Chandigarh Housing Board, Chandigarh or any other officer authorised by them, from time to time, in this regard.
 18. If the Head Quarter of the successful bidders is at a place other than Chandigarh, he shall have a duly authorized agent in Chandigarh from the date of commencement of the work till the work is virtually completed/agreement is executed in full. Such agent shall be authorized to act on behalf of the successful bidders. Any notice under the contract shall be deemed to have been served on the successful bidder, if served upon such agent or sent by registered letter at his address in Chandigarh. Such agent shall not be changed and shall not leave Chandigarh during the period of the contract without the prior approval of the Engineer-in-Charge. If the Engineer-in-charge shall require the successful bidder to carry out rectification of defects under the terms of the contract after the work has been completed, the successful bidders shall have the same or another duly authorized agent in Chandigarh while such rectifications are being carried out.
 19. 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 agency 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 agency. OR
 - d. On agency being declared insolvent by the competent court of law. During the notice period for termination of the contract, in the situation contemplated above, the agency shall keep on discharging his duties as before till the expiry of notice period. It shall be the duty of the agency 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.
20. In the event of exigencies arising due to the death, infirmity insolvency of the agency 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: -
- a. Legal heirs in case of sole proprietor.
 - b. 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
21. In case any employee of the agency so deployed enters in dispute of any nature, whatsoever, it will be the sole responsibility of the agency 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 agency in advance on demand. Further the agency 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 agency and shall keep the Board indemnified in this respect. The agency shall keep the Board indemnified against all loss caused whatsoever in respect of the employees deployed by the agency at various points.
22. In case any of the persons so deployed by the agency does not come upto the mark or performs his duties improperly or indulges in any unlawful riots or disorderly conduct, the agency 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.
23. The agency 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.



24. 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 Chief Engineer, Chandigarh Housing Board for appointment of Arbitrator on request upon by either party i.e. Engineer-in-charge as well as by the agency/agency.
25. The award of the Arbitrator shall be final and binding on the parties. The arbitration proceedings shall be governed by the Indian Arbitration and Conciliation Act 1996 as amended from time to time.
26. 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.
27. The arbitrator may from time, with the consent of all the parties extend or decrease the time for making (and publishing) the award.
28. The arbitrator may give such directions, as may be required.
29. Subject to the aforesaid provisions, the arbitrations Act 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.
30. The venue of the arbitration shall be Chandigarh.
31. Toilets in the area to be cleaned at least twice a day to maintain hygienic atmosphere and also as and when required. The agency will provide the necessary cleaning materials such as liquid soap, naphthalene balls, phenyl, fresheners, detergent, equipment etc. and these will not be supplied by the office. The material & equipment supplied should be of a superior quality.
32. The agency 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.
33. 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.
34. 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 Agency in order to ensure that the required number of person are deployed and that they are doing their duties properly.



35. The persons deployed by the agency for the work shall be the employees of the Agency 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.
36. The persons so deployed shall be under the overall control and supervision of the agency and the agency shall be liable for payment of their wages etc. and all other dues which the agency 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.
37. 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 agency under this contract for providing sanitation services or out of the security deposit of the agency.
38. 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 agency shall be final and acceptable to the agency. The agency 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 agency, after giving him a notice in writing, and the expenditure incurred on this account shall be recovered from the bills of the Agency or any other outstanding dues or by revocation of any or all parts of the bank guarantee as he may think proper
39. The agency 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 or to personals during the execution of work or by the action of any central or state of local authority for violation by the agency or sub-contractor engaged on the work as per Bid Document..
40. 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 Agency, in case the authority competent to do so finds that the grounds given by the agency are reasonable and satisfactory.
41. Any error or mistake in the nomenclature, unit, can be corrected at any stage.



42. The conditional tender or tenders without earnest money are not acceptable and shall be rejected.
43. The undersigned reserves the right to reject any or all tenders without assigning any reason.
44. Work shall be open to inspection of Engineer-in-Charge or his representatives during any time of the day.
45. Water will be supplied by the Chandigarh Housing Board. No charges will be deducted levied/paid/Deducted from the Agency/ Firm/ Contractor/ Tenderer in this account.
46. The uniform will be supplied by the Agency at his own cost to the persons deployed on his own, as per the Board's instructions.
47. The cleanliness has to be maintained throughout the day, even if it requires frequent washing/cleaning/sweeping.
48. 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.
49. The Agency shall ensure that the person deployed is disciplined and shall enforce the prohibition of consumption of alcoholic drinks, pans, smoking and loitering and shall not engage in any immoral act.
50. No activity to be performed by cleanliness staff which will attract fire/ inflammatory activity and may cause damage to CHB property and staff. Any such damage or consequences arising from violation of this clause shall be the sole responsibility of the agency.
51. The agency shall be responsible for the lifting, carrying, and proper disposal of dead birds, animals, rats, insects, and other similar waste within the premises, in a safe and hygienic manner, complying with all relevant health and environmental regulations.
52. Rates shall be quoted by the agency in words and figures.
53. The executing agency shall maintain all statutory registers under the applicable law. The executing agency shall produce the same, on demand, to the concerned authority of Chandigarh housing Board or any other authority under law.
54. The agency shall be solely responsible for any liability arising from accidents, injuries, or any other harm to its workers occurring out of or during the course of their employment under this contract. The Chandigarh Housing Board shall not be held liable under any circumstances for any such incidents or claims arising therefrom.
55. In case, the executing agency fails to comply with any statutory or taxation liability as required under the applicable laws, and as a consequence, the Chandigarh Housing Board incurs any loss or obligation, whether monetary or otherwise, the Board shall be



entitled to recover such loss or obligation by deducting the amount from the outstanding bills or Performance Security Deposit of the agency, to the extent of the loss or obligation in monetary terms.

56. Payments Terms: -

- The quoted rates shall be inclusive of all labour, material, tools and plants and other inputs involved in the execution of the work and also inclusive of GST & all applicable taxes etc. This cost also includes all incidental charges for materials brought to site of work.
- No advance payment shall be paid for the services rendered by the agency.
- The agency shall submit the monthly running bill to the department for verification and processing, subject to satisfactory completion of the assigned work. The bill must be duly certified by the officer designated by the Board, confirming the quality of services rendered. Additionally, the bill shall be supported by proof of attendance and self-attested copies of the deposit challans for EPF and ESI contributions made for the workmen.
- The payment of wages shall be disbursed on or before the 7th of every month, and a wage register shall be maintained accordingly. The agency must ensure that the salary of housekeeping personnel is paid through bank transfer and is credited to their respective bank accounts each month.
- The payment will be released after the deduction of any penalty imposed by the Competent Authority as per contract agreement.
- All payment made by the "CHB" shall be after deduction of tax at source wherever applicable as per the provisions of the Income Tax Act, 1961.
- The agency shall regularly pay and deposit the contributions under EPF and ESI for all employees engaged on contract. Certified copies of the deposit receipts issued by the respective authorities shall be submitted by the agency each month, prior to the release of payment for the following month by the Board.
- Upon revision of the minimum wages of workmen during the contract period, as notified by the Deputy Commissioner, UT Chandigarh, from time to time, CHB shall reimburse the difference in wage rates based on the actual payments made to the workmen, along with applicable GST, if paid.

57. Penalty terms as well as all other terms and conditions will also apply as per GeM Service Level Agreement of this bid.

58. Before issuing a Letter of Award (LoA) to the successful bidder, the CHB may, at its discretion, ask bidder for verification of the originals of all such documents whose



scanned copies were submitted online along with the technical bid. If the bidder fails to provide such originals or in case of substantive discrepancies in such documents, it shall be construed as a violation of the Code of Integrity. Such bid shall be liable to be rejected as nonresponsive in addition to other punitive actions specified in the Tender Document.

59. The agreement shall remain valid for a period of twelve (12) months from the date of commencement of work. The contract may be extended further on mutual consent of both parties, subject to the satisfactory performance of the services by the agency/contractor and on the same terms and conditions as stipulated in the original contract.
60. All the disputes are subject to Chandigarh Jurisdiction.



SCOPE OF WORK

AREA OF OPERATION:

Complete Cleanliness and sweeping of all rooms, toilets, corridors, collection and removal of garbage from CHB office complex, Sector 9-D, Chandigarh on daily basis. The deep cleaning of the entire area will be done by the Agency once a week. The mechanically cleaning and sweeping of circulation area once in fortnight, pressure cleaning of glass panes of doors/windows and ventilators once in a month with detergent/ cleaning agents., carrying out pest control in all rooms once in month / Pasting of stickers as desired by the engineer-in charge.

Area of work:

All open and covered area within the boundary of the CHB office Building 8 Jan Marg Sector 9 Chandigarh will be in the scope of housekeeping services to be provided by the agency. Brief area detail is as under: -

A	CHB office Building Block-B	Area	
	Ground Floor	1789.68	Sqm
	First Floor	1687.48	Sqm
	Second Floor	1662.28	Sqm
	Third Floor	1741.01	Sqm
	Fourth Floor	1789.68	Sqm
	Fifth Floor	1692.34	Sqm
	Sixth Floor	1739.28	Sqm
	Terrace	1739.28	Sqm
	Lower basement	2094.87	Sqm
	Upper basement	1633.38	Sqm
	Sub Total	17569.28	Sqm
B	CHB office Building Block-C	3051.49	Sqm
C	CHB office Building Block-A		
	Electrical Sub Station & DG Set Room	284.60	Sqm
D	Open /Peripheral area with in CHB office complex		
	Road & Parking	2897.07	Sqm
	Area Under Lawn	1821.25	Sqm
	Guard Room	21.87	Sqm
	Area along with outer wall	2455.65	Sqm
	Grand Total	28101.20	Sqm

IMPORTANT: Area specified herein is tentative and may vary with the addition of any other areas with in CHB building complex.



Schedule of Housekeeping Services

Sr. No.	Area & Activity (Daily)
1.	Sweeping and wet mopping of reception area, all rooms, corridors, staircases, and toilets with Disinfectant cleaner. Further cleaning and sweeping of open area and reception area and all internal roads, parking's, pavements and open spaces, etc., etc.
2.	Dustbin Cleaning
3.	Cleaning of partitions/cubical etc.
4.	Spot cleaning of spills and stains in all rooms, corridors, staircases, and toilets
5.	Cleaning of doors, windows, window glass and grills, window panes, furniture, fixtures, venetian blinds, window edges
6.	Refilling of soap, naphthalene balls, urinal cubes, air fresheners, and other sanitary items in toilets after daily check-ups in the morning, afternoons and on call basis during day time.
7.	Clean all chrome fittings, glass frames, soap holders etc. to a shiny finish.
8.	Check working of exhaust fans
9.	Change/check of toilets papers/napkins if any.
10.	Removal of waste papers and any other garbage and blockage and choking from the entire area covered under the tender.
11.	Cleaning of baskets, wastepaper baskets, cobwebs and disposing off all collected refuse at designated site.
12.	Cleaning and disinfecting all vitreous fixtures including toilet bowls, urinals, sinks, toilet seats, containers etc. Brush thoroughly to include below water level and under rims including areas at hinges and cistern handles.
13.	Check and remove hairs, dust, dirt or any such object from anywhere in area covered under the tender.
14.	Cleaning, sweeping, dusting, mopping, scrubbing of canteen, reception, security rooms, committee room, conference room, Meeting rooms should be checked at regular intervals.
15.	The staff of the successful bidder will arrange the conference rooms and also remove garbage, wastages etc. immediately after the event is over.
16.	The wastage will be removed twice/as per requirement in a day from the office.
17.	Thorough cleaning, sweeping, washing and mopping of all floors, stairs and toilets with disinfectant cleaner. Cleaning of all floors and ceramic tile bases. Cleaning of ceilings and high walls, cleaning of roofs, ceilings, etc.
18.	Deep cleaning of the entire complex including floor scrubbing with machines, Stain removal from walls/doors, thorough sanitization of toilets, basins, and urinals (Weekly)
19.	Mechanically cleaning and sweeping of circulation area (Fortnightly).
20.	Vacuum Cleaning of carpets & upholstery, if any.
21.	Cleanliness of blocked F. T's/G. T's/R. G's.
22.	Cleanliness of manholes, open/covered drains & sewer lines
23.	Cleaning & sweeping of Car-Parks & Drive Ways.
24.	Mechanical cleaning with rubber thread of floor areas.
25.	Successful bidder will provide duty register to concerned CHB authority.



26.	Carrying out pest control in all rooms & common area at least once a month. Pressure cleaning of glass panes (windows, doors, ventilators) with suitable detergent/cleaning agents (Monthly)
27.	All material/uniform to staff is to be borne by the agency.
28.	The deployed Work Munshi shall maintain a daily log of work done, attendance of Safai karamchari, materials used, and any complaints/issues. Coordination with the CHB's Engineer-in-Charge to ensure satisfactory completion of tasks.
29.	Eight of the Safai karamchari and One Work Munshi shall not leave office at least upto office hours Upto 5:30PM
30.	The agency will cover all the specified areas under scope of work.
31.	Random checks by the Officer-in-Charge.
32.	In case the Agency fails to commence or execute the work as stipulated in the agreement, or if the performance is found to be unsatisfactory, or if the Agency fails to meet the statutory requirements of the contract, the Chandigarh Housing Board (CHB) reserves the right to impose penalties as detailed below:
a)	The penalty @Rs.800/- per day shall be levied for unsatisfactory quality of work & the decision of Engineer-in charge shall be final in this regard.
b)	The penalty @Rs.800/- per day per worker falling short of the prescribed number shall be levied.
c)	The mechanically cleaning and sweeping of circulation area once in fortnight, pressure/manually cleaning of all glass panes (Internal & External) & panels of all doors/windows (Internal & External) and all ventilators (Internal & External) once in a month, carrying out pest control in all rooms once in month / Pasting of stickers as desired by the Engineer-In-Charge.
d)	The penalty @Rs.3000/- shall be levied for non-cleaning of floors mechanically/pressure cleaning of windowpanes per default.
e)	The penalty @Rs.2500/- for non-carrying out pest control in all rooms at least once a month shall be levied.
33.	The Agency shall provide medical kits and safety kits to all deployed workers at its own cost. Additionally, the Agency shall ensure that medical check-ups of the workers are conducted on a quarterly basis, and the corresponding medical reports shall be submitted to the Chandigarh Housing Board (CHB) for record and compliance.
	Note: - Every effort has been made to include all key scopes, aspects, and areas requiring housekeeping services. However, the scope outlined is not exhaustive. If deemed necessary, the Engineer-in-Charge may include additional areas or tasks under the scope of work. No additional payment whatsoever shall be made on any account for such additions.



Complete cleaning and sweeping of all rooms, toilets, corridors, collection and removal of garbage, including necessary material and equipment for CHB office complex Sector 9-D, Chandigarh (BID DOCUMENT)

MAN POWER REQUIREMENT (PER MONTH):

S. No.	Manpower Description	Area	Number
1	Trained Safai karamchari in uniform and I – card (Men-17: Women-7)	28101.20 Sqm	24 Including relievers
2	Trained Housekeeping supervisor/Work Munshi in uniform and I-card		01 Including relievers

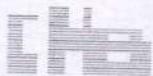
DC WAGE RATE APPLICABLE TO MANPOWER ENGAGED UNDER CONTRACT (SUBJECT TO REVISION):

1. WORK MUNSHI

S. No.	Description	Qty	Rate	Amount
i)	Monthly Wages of Work Munshi (DC wage rate as applicable in UT Chandigarh as on date**	1 No.	25389	25389
(ii)	EPF @12% on wage ceiling of Rs.15000/- per person i.e. Rs.1800 PM			1800.00
(iii)	ESIC (Employees' State Insurance) contributions are payable on wages up to Rs.21,000 per month for employees in India			0.00
(iv)	Add Service Charges			27189.00
	Total		3.85%	1046.78
(v)	Labour Cess			28235.78
	Total		1.00%	282.36
(vi)	Add GST @18%			28518.14
	G. Total		18.00%	5133.27
	Total Per month			33651.41
				33651.00

2.SAFAI KARAMCHARI

S. No.	Description	Qty	Rate	Amount
i)	Monthly Wages of Safai karamchari (DC wage rate as applicable in UT Chandigarh as on date**	1 No.	21600	21600.00
(ii)	EPF @12% on wage ceiling of Rs.15000/- per person i.e. Rs.1800 PM			1800.00
(iii)	ESIC (Employees' State Insurance) contributions are payable on wages up to Rs.21,000 per month for employees in India			0.00
(ii)	Add Service Charges			23400.00
	Total		3.85%	900.90
(iii)	Labour Cess			24300.90
	Total		1.00%	243.01
(iv)	Add GST @18%			24543.91
	G. Total		18.00%	4417.90
	Total Per Month			28961.81
				28962.00



MATERIAL AND EQUIPMENTS FOR PERIOD OF ONE MONTH

The following quantities of cleaning material and aids for a month shall be procured by the Agency and shall be stored in the store room and issue to the staff on daily basis as per requirement. The Consumables to be used are to be got approved by CHB Authorities. Records shall be maintained which shall be opened to the inspection by CHB Authorities: -

S. No.	Description	Total Qty.	
1	Green Chemical Toilet Cleaner	4	Can/Bottle (3.0 ltr.)
2	Floor Duster	35	Nos.
3	White Duster	35	Nos.
4	Naphthalene Balls 1kg pack	23	kg
5	Multipurpose Cleaner Stride	1	Can/Bottle (3.0 ltr.)
6	Hit	14	Nos.
7	Room Fresher Premium 125gm/217 ml	15	Nos.
8	Dettol Liquid Soap 900ml	21	Nos.
9	Dettol Liquid Soap 200ml	8	Nos.
10	Soap 125 gm	10	Nos.
11	Flush Matic Harpic 50gm	8	Nos.
12	Green Chemical glass Cleaner	2	Can/Bottle (3.0 ltr.)
13	Detergent Powder 500gm	15	Nos.
14	Vim Powder 500gm	10	Nos.
15	Toilet Roll 10cmX10cm	10	Nos.
16	Odonil Nature Air Freshener	43	Nos.
17	Spray Pump 500ml	4	Nos.
18	Bans Zaru with bans Rod	7	Nos.
19	Dry Mop	9	Nos.

Note: The aforesaid quantities are indicative and not exhaustive, and may vary as per actual requirements. In case the listed items are insufficient to ensure effective, efficient, and timely housekeeping service management in the CHB office building, the agency shall be required to provide additional materials or equipment as needed. No additional payment shall be made for the supply of such extra items.



Complete cleaning and sweeping of all rooms, toilets, corridors, collection and removal of garbage, including necessary material and equipment for CHB office complex Sector 9-D, Chandigarh (BID DOCUMENT)

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 AE/JE (Incharge)		Signature of Work Munshi

Executive Engineer-VI (PH)
Chandigarh Housing Board
Chandigarh


EE-VI(PH)



ABSTRACT OF COST

S. No.	Description	Qty.	Rate	Amount for one Month
A	Labour Component**			
1.	Work Munshi	1 No.	33651.00	33651.00
2.	Safai Karamchari	24 Nos.	28962.00	695088.00
	Sub Total			728739.00
B	#Cost of Material	LS	65727.00	65727.00
	Grand Total			794466.00

** In case of any revision in minimum wages as notified from time to time by the Deputy Commissioner, UT Chandigarh during the contract period, the Chandigarh Housing Board (CHB) shall reimburse the difference in the wage rate. Reimbursement shall be made on the basis of actual payments made to the workers, subject to verification, along with applicable GST, if paid.

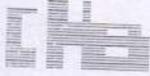
In addition to the cleaning materials listed under the "Scope of Work," the Agency shall be responsible for providing the following items to workers, as per requirement: uniforms, identity cards (I-Cards), covered trolleys, dustpans, mops, buckets, wipers, gloves, dusters, scrubbers, sponges, brooms, brushes, safety gear, and any other item necessary to ensure effective housekeeping services.



FINANCIAL BID

S. No.	Description	UNIT	Rate to be quoted by the agency for Period of One Month	Time Period in Months	Total Amount (For period of 12 Months)
1	2	3	4	5	6 (col. 4 x 5)
1	Job work to maintain complete cleanliness, sweeping, sanitation, and hygiene of the CHB Office Complex located in Sector 9-D, Chandigarh, covering all rooms, toilets, corridors, and common areas including the collection and removal of garbage from the premises total Area: Approx. 28,101.20 Sqm as per area detail given below. Minimum 24 Safai Karmacharis and 1 Work Munshi (Supervisor) will be deployed by the agency per day (daily). All cleaning and sanitation materials, as well as safety equipment, shall be provided by the agency to carry out the work in accordance with the detailed scope of work and to the entire satisfaction of the Engineer-in-Charge.	Per Month		12 Months	
	A	CHB office Building Block-B	Area		
		Ground Floor	1789.68	Sqm	
		First Floor	1687.48	Sqm	
		Second Floor	1662.28	Sqm	
		Third Floor	1741.01	Sqm	
		Fourth Floor	1789.68	Sqm	
		Fifth Floor	1692.34	Sqm	
		Sixth Floor	1739.28	Sqm	
		Terrace	1739.28	Sqm	
		Lower basement	2094.87	Sqm	
		Upper basement	1633.38.	Sqm	
		Sub Total	17569.28	Sqm	

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EE-VI(PH)



Complete cleaning and sweeping of all rooms, toilets, corridors, collection and removal of garbage, including necessary material and equipment for CHB office complex Sector 9-D, Chandigarh (BID DOCUMENT)

B	CHB office Building Block-C	3051.49	Sqm
C	CHB office Building Block-A		
	Electrical Sub Station & DG Set Room	284.60	Sqm
D	Open /Peripheral area with in CHB office complex		
	Road & Parking	2897.07	Sqm
	Area Under Lawn	1821.25	Sqm
	Guard Room	21.87	Sqm
	Area along with outer wall	2455.65	Sqm
	Grand Total	28101.20	Sqm

The overall amount of the Tender comes out to be Rs. _____ (in figures) be (Rupees _____ (in words) with my quoted Rates.

*** Note:**

1. The quoted amount shall be inclusive of GST and all applicable taxes, dues, and levies payable by the tendering Company/Firm/Agency to various Government Departments and statutory bodies, including contributions under the EPF and ESI Acts. However, with respect to EPF and ESI, the agency shall make the required payments to the concerned departments. Proof of such payments, duly acknowledged by the respective authorities, must be submitted by the agency for verification.
2. In addition to the quoted amount, CHB shall reimburse the tendering Company/Firm/Agency for any increase in minimum wages, as notified from time to time by the Deputy Commissioner, UT Chandigarh, along with applicable GST, if paid, further any increases in EPF, ESI, and other statutory contributions, as applicable shall be reimbursement subject to the submission of adequate documentary proof by the Company/Firm/Agency, confirming that the payments have been duly made to the concerned workers and deposited with the respective statutory authorities.

3.	All rates quoted by the bidder shall remain firm and unchanged throughout the duration of the contract, except for manpower charges, which may be revised solely in the event of a revision in the minimum wages as notified from time to time by the Deputy Commissioner, UT Chandigarh.
4.	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.
5.	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)


Executive Engineer-VI(PH),
Chandigarh Housing Board
Chandigarh


Sub Divisional Engineer-II(PH),
Chandigarh Housing Board
Chandigarh


Superintending Engineer-II,
Chandigarh Housing Board
Chandigarh

This NIT containing 1-44 pages as per Index amounting Rs.95,33,592/- (Rs. Ninety Five Lakh Thirty Three Thousand Five Hundred Ninety Two Only) is hereby approved.


Chief Engineer
Chandigarh Housing Board
Chandigarh


EE-VI(PH)