TRIPURA FOREST DEVELOPMENT & PLANTATION CORPORATION LIMITED
(A GOVT OF TRIPURA UNDERTAKING)
P.O: Abhoynagar, Agartala, Tripura West, Pin – 799005
E mail: tfdpc_ltd@yahoo.com website: www.tfdpc.tripura.gov.com
Tel no: 0381-235 4763 Fax: 0381-2359238

NOTICE INVITING TENDER

Sealed tenders for Sweeping, cleaning & up keeping of TFDPC Bhawan are invited by the Tripura Forest Development & Plantation Corporation Limited, (A Govt. of Tripura Undertaking) as per terms & conditions laid down below. The tenders will be received in the office of the Managing Director, TFDPC LTD. Abhoynagar, Agartala up to 3.00 p.m. on 19.12.2019 and opened on the 20-12-2019 at 11.30 am in presence of tenderer who may wish to remain present.

Estimated cost : Rs.1,00,000/-

TERMS & CONDITIONS

1) Each tender should be accompanied with earnest money of Rs.10,000/- (Rupees ten thousand) only in the form of ‘Demand Draft’ in favour of Executive Director, TFDPC LTD. on any scheduled Bank payable at Agartala, without which no tender will be accepted.

2) Following documents are to be submitted by the tenderer without which no tender will be treated valid for acceptance:
   i. Registration certificate of Firm issued by appropriate authority.
   ii. License issued by appropriate authority in respect of engagement of workers.
   iii. Experience certificate of more than two years

3) Rate should be quoted both in words and figures including of all taxes.

4) Engagement of the successful bidder for sweeping, cleaning & up keeping of TFDPC Bhawan will be made initially for a period of 1(one) year. Further extension will depend upon the performance of the agency

5) The sweeping & cleaning works should be in the morning before 9.30 am and in the afternoon in between 1.00 &2.00 pm and after 05-30 pm.

6) Cleaning & sweeping of the entire floor area of the building, all rooms, stairs cases, wall tiles etc. are to be done twice daily

7) Cleaning of drains around the office building are to be done once in a week.

8) Cleaning of wash basins, toilets, pans etc. of office building are to be done twice daily.

9) Cleaning of electric fans & light fittings of building are to be done once in a month.

10) Cleaning of walls and roofs of building are to be done once in a week.

11) Cleaning of doors & windows panes of building are to be done once in a month.

12) Materials like (Harpic, Odonil, Broom, Room Freshner, Lysol ( Floor disinfectants), Scented phenol, Mopping stick, Viper, Bucket, Spetula, Nepthalene, Spider cleaning stick etc.)should be supplied by the successful bidder for cleaning & sweeping purpose at their own cost and responsibility.

13) Fulfilment of the relevant, statutory, legal and other requirements in case of labourers and on other matter is the sole responsibility of the Agency.
14) Payment will be made by A/C. payee cheque only after producing bill in duplicate.

15) Taxes as applicable will be deducted from the bill.

16) For any, clarification, may contact office of undersigned on 06.12.2019 at 11Hrs to 16 Hrs

17) The rate may be quoted in following format attached as Annexure I

18) The Bidder shall provide certificate that the firm or organisation or corporate or any person associated with the operation & management are not Black-Listed by any Government Department or Ministry and no criminal case / complaint is pending against them anywhere in India or abroad, copy of the certificate may be attached with the bid.

19) The Managing Director, TFDPC LTD. reserves the right to reject any or all the tenders including the lowest one without assigning any reason or accept any tender at his discretion.

No.F.3-16/Store/TFDPC-18(P)/816-18

Copy to:-
1. The General Manager, TFDPCIE, Anandanagar/Divisional Manager/Sadar/North/South-I and South-II Division for information.
2. Notice Board of this office
3. H/C, IT section for uploading at website of TFDPC

M/S

Dated 28/11/19

Sd/-
(Dr.D.K.Sharma, IFS)
Managing Director

Copy to:-

Executive Director

28/11/19
Tender Inviting authority: Managing Director, Tripura Forest Development & Plantation Corporation Limited

Name of work: Sweeping, cleaning & up keeping of TFDPC Bhawan, TFDPC Ltd, Abhoynagar, Agartala, Tripura, PIN 799005

<table>
<thead>
<tr>
<th>Name of Bidder with full Address for communication, email ID, Mobile Number etc</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>EMD Detail</td>
<td>DD No/date</td>
<td>Bank Name</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
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<thead>
<tr>
<th>Item of work /service</th>
<th>Rate per month in Rs. including all taxes and cost of all materials (Harpic, Odonil, broom, Room Freshner, floor disinfectants/Scented phenol, Mopping stick, Viper, Bucket, Spetula, Nepthalene, Spider cleaning stick etc. which are to be supplied by the successful bidder for cleaning &amp; sweeping purpose at their own cost and responsibility). All labour liabilities</th>
<th>Amount per year</th>
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</thead>
<tbody>
<tr>
<td>Sweeping, cleaning &amp; up keeping of TFDPC Bhawan, TFDPC Ltd,</td>
<td>Rs.</td>
<td>Rs.</td>
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</tbody>
</table>

Note:- Fulfillment of the relevant, statutory, legal and other requirements in case of labourers and on other matter is the sole responsibility of the successful bidder.

Following documents must accompany with the bid:-

i. Registration certificate of Firm issued by appropriate authority.

ii. License issued by appropriate authority in respect of engagement of workers.

iii. Experience certificate.

iv. Any other as per DNIT

Darte................ Signature in full of Bidder