



OFFICE OF THE PRINCIPAL GOVERNMENT MEDICAL COLLEGE BARAMULLA

principal@gmcbaramulla.com | www.gmcbaramulla.com | ☎ 01952-238140

E-Tender Notice

e- Tender Notice No: 09-GMCB of 2024

Dated: 20-07-2024

E-tenders are invited for and on behalf of Governor of Jammu & Kashmir Union Territory through Principal, Govt. Medical College Baramulla for **Sanitation Services in GMC Baramulla** as per the **Annexure "A"** to this tender notice from **Firms / Companies / Authorized Service Providers for Government Medical College & Associated hospital Baramulla**. The detailed tender document can be downloaded from the website www.gmcbaramulla.com and www.jktenders.gov.in w.e.f. **20-07-2024 to 05-08-2024**.

The tender details and schedules as per following.

Item Description	Tender Fee	EMD
Sanitation Services	Rs.1,000.00	Rs. 3,00,000/-

Date & Time of release of bid	20/07/2024 (04:00 PM)
Last date for entertaining any clarification/representation	22/07/2024 (09:00 AM)
Online bid submission start date	22/07/2024 (09:00 AM)
Last date for submission of online bids	05/08/2024 (01:30 PM)
Opening of Technical bids	07/08/2024 (03:00 PM)

- Any query to clear can be done through email id on principalmedicalcollegebla@gmail.com.
- The competent authority reserves the right to accept or reject the tenders received or cancel the whole tendering process without assigning any reason thereof.

Sd/-
Principal/Dean
Govt. Medical College,
Baramulla

NO:-GMCB/PO/2024-25/1390/1071-77

Dated: 20-07-2024

Copy to the:-

1. *Administrative Secretary, Health & Medical Education Department, J&K, Jammu for favour of information.*
2. *Director, Finance, Health & Medical Education Department, J&K, Jammu for favour of information.*
3. *Joint Director, Information Department, Kashmir, Srinagar with the request to publish the NIT in twoleading dailies of the UT.*
4. *Chief Accounts Officer GMC Baramulla for information.*
5. *Medical Superintendent Associated Hospital GMC Baramulla for information.*
6. *In-charge Website GMC Baramulla to upload this notice on official website of GMC Baramulla.*



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E-tender for Sanitation Services-

Terms and Conditions:

1. Scope of contract

Area of operation and Methodology:

01. Total Area to be cleaned is approximately 123843.69 square feet.
02. Area of Operation will be whole area of Associated Hospital GMC Baramulla.
03. The firm has to submit the police verification certificate of the personnel to be engaged.
04. The tender documents should be page marked bearing with seal and signature on each page.
05. The Firm has to provide the rates per sq.ft for the functional portion of the hospital.
06. The rates quoted should be inclusive of all taxes.
07. There should be a dedicated sanitation staff in O.T, Labour Room and Casualty area 24×7.
08. Daily attendance of sanitation workers should be submitted in the Office of Sanitation Incharge
- 09. Interested bidders may visit the hospital premises for inspection.**
- 10. The successful bidder shall have to keep a plumber at his own cost in this hospital as per the guidelines of the Govt. for smooth operation of the sanitation services.**
11. It is mandatory for the contractor/agency to issue photo identity cards to all of his workers/supervisors duly signed by Member Secretary of Sanitation Committee, in the absence of which they would not be allowed to enter the premises of the hospital/wards. He will also provide the uniform(written “**HOSPITAL SANITATION**” at the back), the protective gears to all the workers at his own cost including the recurring cost for the above. If there is any addition/change in the policy regarding the provision of protective gear/uniform, the agency/contractor shall have to make alternations at his own cost as per prevailing rules.
12. The contractor will be liable for payment of wages to employees in accordance with instructions issued under minimum wages act as per Department of Labour and Employment, Government of J&K. The authorities of GMC Baramulla shall have the right to deduct the amount from the monthly bills of the firm which may become payable to his employees under law in the event the firm fails to make suchpayment to its employees and action under law will also be taken against the firm.
13. The contractor shall engage required manpower with supervisors for accomplishing the job round the clock. The contractor shall strictly comply with all Laws, rules and regulation. Any violation in this regard shall be responsibility of the firm.
14. The firm shall have to clean and remove water from allotted area in case of leakage and clear it



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as and when such leakage occurs.

15. The contractor/agency will be responsible for using the designated route in the institute for transporting the waste.
16. The approved firm has to maintain cleanliness and tidiness of the allotted areas by ensuring regular dust free hygienic cleaning of floor, walls (kotastone tiles) and routine cleaning of glass pans, lighting tubes, fans (ceiling) wall mounted (exhaust) etc and has to use quality detergents/cleaning agents for the said purpose at his own risk.
15. The successful bidder should engage professional crew having expertise in the job.
16. The firm shall remove Cob webs daily from the allotted blocks and shall undertake mass and extensive cleaning on weekly basis of the entire ceiling wall mounted, exhaust fans, lighting of allotted areas.
17. Any breakage during the cleaning shall have to be arranged and replaced by the firm free of cost.
18. Any sanitation worker found indulged in bribery/any other misconduct that can defame the image of the hospital will result in debarring of the worker and even can lead to the termination of the contract.
19. The firm shall have to maintain proper record of the work done on daily basis, which shall be verified by the Officer Incharge Sanitation GMC Baramulla.
20. Payment shall be released to the firm on monthly basis from HDF/PMJAY after duly recommended by Officer Incharge Sanitation GMC Baramulla to the effect that sanitation work has been done/ executed satisfactory.
21. The contractor shall be responsible for any theft of bathroom accessories/fitting/ including electric fitting tube lights, bulbs, etc.
22. Payment shall be made to the contractor at the end of the month after deduction of the applicable taxes at source during the currency of the contract on the basis of work done certificate duly furnished by the designated authorities.
23. This institution is at liberty to terminate the contract on observation of poor performance at any given time and forfeit the performance guarantee.
24. Any blockage in the drainage system should be removed immediately by using the modern scientific gadgets or otherwise so as to keep the drainage system from the source to STP free from obstacles.
25. All the documents attached should be self-attested by the authorized signatory of the firm with seal.
26. The Purchase Committee reserves the right to accept/reject any bidder without assigning any



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reason thereof to the firm.

27. The successful tenderer shall be responsible for execution of the contract in full and shall not in any case assign or sublet approval contract or any part thereof to any party. Penalty to the tune of Rs.3000/- on each occasion shall be imposed for any deviation from contractual obligation on merits of each case. If the contractor fails to render the services up to the satisfaction of this institute, it can lead to forfeit of earnest money /FDR/ Security deposit/ withdraw of their tender or revise the prices of their offer within validity period of offer.

28. The Purchase Committee of this office shall have authority at all the time to make full inspection etc. so as to ensure the satisfactory functioning of the contract.

29. The successful tenderer shall have to abide by the terms and conditions of the e-NIT and approval of the contract for which an agreement shall have to be executed on a NON JUDICIAL STAMP PAPER with the concerned authorities before the allotment of the contract.

30. In case of any dispute /differences or doubts, the orders of the Purchase Committee shall be final.

31. The successful tenderer shall provide the workers during day time, wait time and night time whenever required.

32. The firm is asked to deposit the affidavit duly attested by the first class magistrate to ascertain the names of the persons employed by the firm for the establishment of sanitation services.

33. The firm should employ minimum of 40 sanitation workers along with the 03 sanitation supervisors.

34. **Force Majeure:** Any failure or omission to carry out the provisions of the contract/supply order shall not give rise to any claim by one party against the other, if such failure or omission arises from an "Act of God" which shall include all acts of Natural Calamities such as fire, flood, earthquakes, hurricanes, storms, etc. or any pestilences or from civil strikes, compliances with any statute or regulations of the Government, lock outs and strikes, riots, embargoes or from any other reasons beyond the control of the parties including the war (whether declared or not) Civil War or State of Insurrection.

32. No representation regarding increase/withdrawal of rates already approved in favour of successful bidder/tenderer/firm/service provider shall be considered and no price escalation claim shall be entertained at any stage during the term/validity of contract/ work order.

33. Contractor will be responsible for good conduct of his employees. In case of misconduct, contractor shall take prompt disciplinary action on the advice of Contracting officer.

- i) Terminate the contract after giving 07 day's notice and recover the amount of loss caused by negligence, failure or default.
- ii) Impose a penalty not exceeding 10% of the total value of the contract and confiscate the CDR/FDR.
- iii) In case the quality of sanitation work is not up to the mark, the authorities of GMC Baramulla



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shall impose a penalty of Rs. 500/- to Rs. 1000/- per day till the quality is improved to the desired level in accordance with the requirement of order.

- iv) **All the cleaning material has to be provided by the successful bidder.**

Note: Details of cleaning material to be provided by the contractor with the tentative quantity per annum and should be of Standard quality.

"Annexure C"		
S. No.	Name of item	Quantity.
1.	Wooden Mop	20 No.
2.	Duster (Large)	2000 No.
3.	Duster (small)	2000 No.
4.	Soft Broom	100 No.
5.	Hard Broom	100 No.
6.	Long handle broom	50 No.
7.	Broom Sticks	300kg
8.	Whilte Phenly	3500 liters
9.	Harpic(500ml)	700 Bottles
10.	Lizol(500ml)	700 Bottles
11.	Hypochloride	500 litres
12.	Wiper (long)	300 No.
13.	Rubber Gloves (heavy duty)	500 pair.
14.	Bucket with mug	100 No.
15.	Hand wash soap 75gm	200 No.
16.	Toilet Brush	100 No.

a. Bid document cost and EMD

The cost of tender document shall be furnished in the shape of Demand Draft in favor of **Chief Accounts Officer GMC Baramulla**.

The bidder has to furnish scanned copy of the demand draft on line before the due date of submission of technical bid. However, original instrument of bid documents cost and EMD in a sealed envelope clearly super scribed as bid for Sanitation Services. with bid reference No. and the name of the bidder must reach the tender inviting Authority by post / courier on or before the opening of technical bid, failing which the bid shall be rejected.

Firms which are registered as MSME units shall be considered for exception of EMD as well as cost of tender document, not for performance security deposit.

b. Forfeiture of bid security

The bid security will be forfeited in the following cases:-

- When bidder withdraws or modifies the offer after opening of tender and before acceptance of tender
- When bidder does not execute the agreement, if any, prescribed within the specified time or extended time by competent authority on the request of the bidder



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- c) When bidder does not deposit the security money after the supply order is given.
- d) When he fails to submit samples of quoted items on demand within the prescribed time.
- e) When bidder violates any terms and conditions of the tender documents.
- c. **Period of validity of bid.**
 - a) The bid must remain valid for minimum of 180 days from the date of opening of technical bid. A bid valid for a shorter period shall be rejected by the tender inviting authority as nonresponsive.
 - b) The bidder cannot withdraw his bid within bid validity period and also after execution of rate contract agreement or issuance of supply order for any of the agreed items.

d. **Duration of contract**

Once the rate of contract is finalized the rate contract shall be valid for a period of **one year** from the date of awarding of contract. However, in case of emergency, the same can be extended for three months with the approval of Purchase Committee, GMC Baramulla.

However, if at any point of time during the contract it was found that the supplier is not servicing as per the norms laid down in tender document/Rate Contract/work order, the competent authority reserves every right to cancel the contract.

e. **Signing of Contract**

Promptly after notification of award, within ten days from the date of the letter of intent, the successful bidder shall execute the contract (as per agreement **Annexure B**) on Rs.100/- stamp paper purchased in the name of the successful bidder, duly signed and dated, to the Tender Inviting Authority by registered / speed post or in person.

f. **Submission of Bids**

The bids are to be submitted online in two parts in the e -tender portal (www.jktenders.gov.in). Each process in the e- procurement is time stamped and the system can detect time of login of each user including the bidder.

- Rates quoted shall be **F.O.R GMC Baramulla.**
- Rates should be quoted **inclusive of all charges (items needed in Annexure C)**

a) **Part 1-**

The technical bid shall be submitted on the tendering portal with all the required documents as mentioned in tender document. **However, a copy of the same shall reach the office of the tender inviting authority before the date of opening of technical bid, failing which tenders are liable to be rejected.**

Address for submission of documents: (Procurement Cell, Govt. Medical College Kanthbagh Baramulla, J&K)

The list of scanned documents to be uploaded online in PDF format are mentioned below:

- i) Format T1 Details of bidder
- ii) Format T2 Declaration form
- iii) Scanned copy of demand draft for cost of tender document and EMD.
- iv) Copy of PAN card and GST registration.
- v) Copy of Incorporation Certificate



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- vi) Latest Income Tax Clearance Certificate.
- vii) Copy of EPF and ESI Certificate along with the details of the employees.
- viii) Copy of Labour Identification Number.
- ix) 03 Years Experience in the relevant field.
- x) The bidder should have Shops and Establishment Certificate registered in Baramulla.
- xi) Office of the service provider must be located in the jurisdiction of Baramulla.
- xii) The firm should have at least 40 sanitary workers along with 01 Sanitation Inspector, 01 Sanitation Supervisor and 01 Sanitation attendant registered with ESI and EPF. The documentary proof in this regard shall be attached with the tender.
- xiii) Sanitation attendant/supervisor/inspector should attend all the complaints regarding sanitation of the hospital 24x7.

b) Part 2 –

Price bid format (BoQ) is not enclosed in the bid document. It has to be downloaded from the e - procurement portal (jktenders.gov.in). The price bid format (excel sheet available in e-Tender portal) is specific to a bid and is not interchangeable. The price bid format file (BoQ itemwise – Form Based) shall be downloaded from the e-Tender portal and the bidders shall fill up only following fields in the sheet BoQ1:

Column 7 Rates in Rs./paise per unit of the item mentioned in that row

Column 9 Tax Amount in Rs./ Paise per unit of the item mentioned in that row

Quantities shown in the Price Bid are only indicative. The actual quantity shall be worked out later on as per requirement.

g. Signing of the BID

The bidder shall digitally sign on all statements, document, certificates uploaded on his own responsibility for the correctness / authenticity. If any of the information furnished by the bidder is found to be false/fabricated/bogus, the EMD /bid security shall stand forfeited and his /her name shall be recommended for blocking of portal registration and the bidder is liable to the blacklisted.

h. Price BID Opening

The opening of the price bid shall be done online by the tender inviting authority or his authorized representative. Only the price BIDs of the firms qualified in the detailed scrutiny and evaluation of the technical bid and samples verification, if any, conducted by the technical committee / Tender inviting Authority shall be opened in the second round.

i. Award of contract

The contract will be awarded to the lowest evaluated responsive bidder. In case of L1 rates being quoted by more than one bidder, the bidder having the highest average annual turnover for last 03 years and experience will be awarded the contract.

j. Performance Security Deposit

The successful firm will have to deposit a performance security deposit of Rs. 3,00,000/- (Three Lakh) for a period of 15 months.



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k. Payments

No advances payments towards cost of items will be made to the bidder.

The bidder must undertake that the continuity of the work in the Govt. Medical College Baramulla shall be maintained even in case there is delay in the payments by GMC Baramulla and as due to delay in release of funds by the Union Territory of Jammu and Kashmir.

The agency will submit the bills for the service to the office of Medical Superintendent, Associated Hospital, GMC Baramulla by the 2nd of every month for proceeding month after verification by the officer.

l. Penalties:

In the event of the agency failing, declining, neglecting or delaying the supply of the materials or in the event of any damage occurring or being caused by the agency or in the event of default or failure by the agency or if the goods supplied do not conform the order to the ordered specifications or sample the institute shall without prejudice to any other remedy available to it under law for the time being in force in J&K State take recourse to all or any of the following penal action against defaulted agency:

- Make risk purchase from alternative source or from open market at the risk and cost of defaulted agency, out of the amount of Security Deposit/Earnest Money deposited by the agency/balance payment.
- For delay in supply of items beyond stipulated delivery period of supply order, Institute may accept the supplies after imposing penalty as per following.
- First extension up to 03days or part there of @3%of the delayed supply.
- Second extension up to 07days @5%of the delayed supply.
- In case of delay beyond a week supply shall be arranged from alternative sources.
- In case of default the Institute will have to procure the ordered items from the open market/another party at the firm's risk and expenses under Risk Purchase clause.
- Forfeit the Security Deposit/Earnest Money and/or
- Recover the amount of the loss caused by the damage, failure or default (including the consequential damages) as may be determined by the Institute.

m. Jurisdiction of Courts

All disputes arising out of this bid will be subject to the jurisdiction of courts of law at Baramulla only.

**Sd/-
Principal/Dean
Govt. Medical College,
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DETAILS OF THE BIDDER

Format T1

GENERAL INFORMATION ABOUT THE BIDDER			
1.	Name of the Bidder		
	Registered address of the Firm		
	State	District	
	Telephone No.	Fax	
	e-mail	website	
CONTACT PERSON DETAILS			
2.	Name	Designation	
	Telephone No.	Mobile No.	
COMMUNICATION ADDRESS			
3.	Address		
	State	District	
	Telephone No.	Fax	
	e-mail	website	
TYPE OF THE FIRM			
4.	Private Ltd.	Public Ltd.	Proprietorship
	Partnership	Society	Others Specify
	Registration No. and date of registration		
NATURE OF BUSINESS			
5.	Manufacturer	Authorized Representative/Stockist/dealer	
6.	Direct Importer		
7.	GST Registration		
8.	PAN: Furnish the copy of the PAN		



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9	Bank Details of the Bidder: The Bidders have to furnish the bank Details as mentioned below for return of EMD /Payment for supply if any (if selected)			
	a. Name of the bank	:		
	b. Full address of the Branch Concerned	:		
	c. Account no. of the bidder	:		
	d. IFSC Code of the Bank	:		
	<i>Date</i>	<i>Office Seal</i>		<i>Signature of the bidder /Authorized Signatory</i>



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(To be submitted in *Part – I Technical Bid*)

(FormatT2)

DECLARATION FORM

(Affidavit before Executive Magistrate / Notary Public)

I / We
having My / our office at.....do declare
that I / We have carefully read all the terms & conditions of bid of GMC Baramulla, for
the service of (Name of the item). Our quoted price if approved will
remain valid for a period of one year from the date of approval. I will abide with all the terms &
conditions set forth in the Bid document Reference no.
..... along with the subsequent amendment, if any.

I/We do hereby declare I/We have not been de-recognized / black listed by any State
Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for
supply of Not of Standard quality item/ Non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and
or Performance Security Deposit and blacklist me/us for a period of 3 years if, any information
furnished by us proved to be false at the time of inspection /verification and not complying
with the Bid terms & conditions.

I / We do hereby declare that I / we will provide the services of _____ as
per the terms, conditions & specifications of the bid document and hereby further declare that
I/We will provide service as per specifications/make shown in the BOQ.
The rates quoted in the bid are valid for 360 days.

Signature of the bidder: Seal
Date:
Name & Address of the Firm:



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Annexure B

AGREEMENT

This agreement made the..... day of, 2021 between.....(Name and Address of *Purchaser*) represented by the Procurement Officer, GMC, Baramulla (hereinafter “the *Purchaser*”) of one part and (Name and Address of Supplier) (hereinafter “the Supplier”) represented by

..... (Name of the Authorized Signatory and Designation), Aged years, residing at(Full Residential Address of the Signatory) of the other part:

Whereas the *Purchaser* has invited bids for the supply of (brief description of goods and services vide bid no..... dated.....).

The supplier has submitted technical and price bids as contained in the bid document. The *Purchaser* has finalized the bid in favour of the Supplier on a Rate Contract basis for the supply of the said goods and services for Schedule attached hereto at the prices noted against each item on the terms and conditions set forth in the agreement.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the bid document referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz.:
 - (a) All the documents submitted by the bidder as part of technical bid and price bid;
 - (b) The Schedule of Requirements;
 - (c) The Technical Specifications and other quality parameters;
 - (d) The clarifications and amendments issued / received as part of the bid document
 - (e) The General Conditions of Contract;
 - (f) The *Purchaser*'s Letter of Intent.
3. In consideration of the payments to be made by the *Purchaser* to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the *Purchaser* to supply, install and commission the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The *Purchaser* hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
5. The supplier will not demand for release of EMD which shall be retained for due & faithful performance of the provisions of this agreement. Such is liable to be forfeited by the Purchaser in the event of the supplier failing duly & faithfully to perform any one or more or any part of any one of the said provisions.

Validity of Rate Contract: The rate contract shall be valid for a period of one year from the date of approval of rate contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.



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Signed, Sealed and Delivered by the said (For the
Purchaser)
in the presence of

Signed, Sealed and Delivered by the
said (For the *Supplier*) (Signature, Name,
Designation and Address with Office seal) in the presence of

- 1) (Signature, Name and Address of witness)
- 2) (Signature, Name and Address of witness)



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Annexure "A"

FINANCIAL BID of GMCB OF 2024

S. No	Name of the item	Service to be done	Basic rate (service charges) per square feet (inclusive of all charges and taxes/in Rs.)
1.	Charges per square feet	Sanitation Services	

**Sd/-
Principal/Dean
Govt. Medical College,
Baramulla**