

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION; CARE TAKING BRANCH
ROOM NO: - 256, OLD SECTT. DELHI-110054

F.No.1/CTB/WC/11-12/Part-File/2019/245-255

Dated: 10/03/22

S.No.	Name of the Firm
1	Raju, washing & Laundry, 28 No. Dhobi Mahawat Khan Road, New Delhi 110002.
2	Mahalaxmi Enterprises, 1 st floor, plot no. 148, kh. No. 14/13 street no - 122, block - G saroop nagar, Delhi - 110042
3	Sanjay, Washing, D - 94/A South Ganesh nagar Patpar Ganj, Delhi - 110092
4	Dhanajay Corporation, A1/51 Keshav puram, Delhi - 110035
5	Shiv Kumar Dry Cleaner & Washer (Govt. Contractor), Minton Road DDU Marg, New Delhi - 110002
6	Mitra service provider, B - 21, Sawan Park, Ashok vihar, Phase - III, Delhi - 110052
7	The Dry Cleaners, 559/2 New Chandrawal Road, Kamla nagar, Block - F Delhi - 110007
8	Vinay Kamal Enterprises, Sec - 2, 37 ground floor, pocket - C, Bawana North West, Delhi - 110039.
9	Kingsway Dry Cleaners, Shop No. 5 1965, Outram Lines Raod, Mukherjee Nagar Delhi - 110009

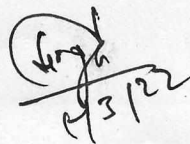
Sub:- Limited Quotations for Washing of Towels, curtains, sofa covers & other cloths of Dte. of Education, (HQ), Old Sect. Delhi

The Directorate of Education intends to call limited Quotations for Wasing of Towels, curtains, sofa covers & other cloths of Dte. of Education, (HQ), Old Sect. Delhi from above noted firms. The detail terms & Conditions are as under:-

SCOPE OF WORK:-

The Limited Quotations for Washing of Towels, curtains, sofa covers & other cloths of Dte. of Education, (HQ), Old Sectt. Delhi covers the following items:-

S.No.	Item Description
1	Officer Towel
2	Big Towel
3	Hand Towel
4	Curtain
5	Car Sheet Cover
6	Car Window Curtain
7	Sofa Cover (Five Seat)
8	Sofa Cover (Three Seat)
9	Sofa Cover (Two seat)
10	Bed Sheet
11	Pillow Cover
12	Duster


14/3/22

Technical Terms & Conditions

1. The agency shall submit the following documents along with quotation:-
 - Self attested copy of GST Registration of the Company/Firm.
 - An Undertaking to the effect that the Agency has not been blacklisted by any of the Department/Organizations/autonomous bodies/undertaking of the Govt. of India/Government of NCT of Delhi and no criminal case in pending against the said firm/agency.
2. Each and every document submitted along with the quotation should be signed by the Prop./partner/Authorized signatory.
3. Any person who is in Government service or an employee of the Department should not be made a partner to the contract, by the tender directly or indirectly in any manner whatsoever.
4. The Department reserves the right to cancel the tender or to without payment in the event of non-commencement or unsatisfactory performance by the agency. In such an eventuality, the Department further reserves the right to get the work done from open market at the cost of the agency. Agency may be blacklisted by the Government for a period of three years to participate in any type of tender & his security money shall also be forfeited.
5. If any information furnished by agency is found to be incorrect or false at any time, the tender will be liable to be terminated without any notice and the security deposite is liable to be forfeited including black listing of agency.
6. The Department reserves the right to terminate the tender at any time without assigning any reason.
7. The agency shall indemnify the Department against all damages/charges and expenses for which the Government may be held liable to pay on account of the negligence of the agency or any person under his control whether in respect of accident, injury to the person or damages to the property of this department or and against all damages and demands thereof.
8. In the event of specified date of opening of tender having been declared as a holiday, the tender shall be opened at the same place and same time on next working day.
9. In the event of any dispute arising out in connection with the interpretation of any clause in the terms & condition of the NIQ or otherwise the matter shall be referred to the Arbitrator nominated by the Chief Secretary, Delhi. The Courts at Delhi/New Delhi shall have the exclusive jurisdiction in connection with any dispute/litigation arising out of this tender.
10. The agency will be responsible to lift the used towels, curtains, sofa covers & other cloths from all rooms of Dte. of Education (HQ) on every Friday and washed/Ironed linens will be delivered accordingly on the subsequent Monday without fail.
11. The agency will submit the bill with the attached signed copy of work completed performa from all sections of Dte. of Education (HQ).


17/3/22

Financial Terms & Condition

10. The agency is required to submit their PRICE BID in following format:-

PRICE - BID

S.N	Item Description	Rate per piece. (Included all Taxes in rupees)
1	Officer Towel	
2	Big Towel	
3	Hand Towel	
4	Curtain	
5	Car Sheet Cover	
6	Car Window Curtain	
7	Sofa Cover (Five Seat)	
8	Sofa Cover (Three Seat)	
9	Sofa Cover (Two seat)	
10	Bed Sheet	
11	Pillow Cover	
12	Duster	

11. The rate should be offered inclusive of all taxes, duties levies etc. and no claim on any account shall be entertained.
12. The rate shall be valid during entire work period i.e. with effect from the date of issue of work order and on same terms and conditions for a period of One Year and it will be extendable for another One Year on same rates and Terms & Conditions with the mutual consent of both the parties involved.
13. The L -1 bidder will be selected on the basis of overall Lowest Rate.
14. Successful agency will have to submit Performance Security @ 3% of value of work in the form of Fixed Deposit Receipt/Bank Guarantee from any of Scheduled bank in favour of Director, Directorate of Education, Delhi along with a signed contract/agreement within 07 days from the date of award of work order, to provide the above work at the approved rates up to the validity of tender.
15. The payment towards the contract will be made on monthly basis. For this purpose the contractor will have to submit bills well in time.
16. In view of above, you are requested to submit you quotations (Price Bid in prescribed format and other technical documents as sought above in a sealed big envelop scribed as 'Washing of Towels, curtains, sofa covers & other cloths of Dte. of Education, (HQ).

(Signature)
10/3/22

17. The quotation must be reached to Caretaking Branch on or before **23.03.2022** by **1200 Hrs** and it will be opened on the same day at **1500 Hrs**. Delayed quotation will not be entertained and no further correspondence will be made in this regard.


SECTION OFFICER (CTB)

Copy to:-

1. Notice board of CTB.
2. OS (IT) to upload the same on website of department


SECTION OFFICER (CTB)