

No.M-11013/11/GEN/MER/2016  
Government of India  
Ministry of Statistics and Programme Implementation  
National Sample Survey Office  
(Field Operation Division)

Regional Office, Maha (E) Region  
CGO Complex, A-Block, 3<sup>rd</sup> Floor  
Seminary Hills, NAGPUR -06

Date:

22 JAN 2018

To

M/s. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sub: Quotation for Sweeping & Cleaning Services NSSO(FOD) Office- reg.

Sir,

The Regional Office, National Sample Survey Office (Field Operations Division), under the Ministry of Statistics and Programme Implementation, Government of India, invites Sealed Quotation / Bids from experienced and reputed registered firms engaged in the business of Sweeping & Cleaning Services for Sub-Regional Office, NSSO(FOD) located at CGO Complex, Seminary Hills, Nagpur, on contract basis for a period for a period of one year from the date of award of contract. The detailed terms and conditions for providing Sweeping & Cleaning Service to NSSO(FOD) Office, Nagpur is enclosed. The interested tenderers may send their tender on or before 27/02/2018

The interested parties may inspect the premises at any time during the office hours on any working day to assess the job requirement / quantum of work involved. They are requested to read the terms and conditions of the contract carefully before sending the quotation. The firms should send their quotation to Head of Office, Regional Office, National Sample Survey Office(FOD), 3<sup>rd</sup> Floor A-Block, CGO Complex, Seminary Hills, Nagpur. The sealed envelopes should be superscribed "Quotation for Sweeping & Cleaning Services".

Bidder shall quote the rates in Indian Rupees for the entire contract on a 'single responsibility' basis. This includes all the liabilities of the contractor such as cost of all statutory liabilities like Minimum Wages, ESI, PF contributions, service charges, all kinds of taxes etc. which should be clearly stated by the contractor. The offers of those prospective bidders which do not meet the statutory requirements are liable to be rejected. Conditional bids/ offer will be summarily rejected.

The quotation should be valid at least for 4-months from the date of submission. Late submission of tenders shall not be accepted. Undersigned reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.


Encl : Annexure-I, II & III

Yours faithfully,

  
22.1.18  
(M.D. Deshpande)  
S.S.O. & H.O.

Copy to :

1. Notice Board, NSSO(FOD), Regional Office, Nagpur.
2. The Computer Centre, New Delhi for uploading in the website.

  
22.1.18  
(M.D. Deshpande)  
S.S.O. & H.O.

## ELIGIBILITY CRITERIA

Only those Agency/Proprietary Firm/Partnership Firm/Company who fulfill the following minimum criteria need to submit their bids and failure to provide necessary documents will render the bidder disqualified on technical grounds:-

1. The bidder should have the Registrations of a) PF Registration b) ESI Registration c) ~~G.S.T~~ Registration d) Valid License, issued by Regional Labour Commissioner, Govt. of India, and details of the same be provided in the Bid.
2. It should have PAN, TIN number and Sales Tax/ ~~G.S.T~~ Registration (proof in this regard may be attached with the bid).
3. The service provider should have a work experience of minimum three years for Sweeping & Cleaning Services preferably with the Government Department. The necessary experience certificate to be attached with the tender documents.
4. It is obligatory for the contractor that workers are paid at least minimum wages according to minimum wages fixed by the Central Government from time to time.
5. They should have no police case against them in any of the police station of India. Self-undertaking to be attached with the tender documents.
6. The bidders must have successfully completed minimum three contract jobs of providing Sweeping & Cleaning Services under the respective contract for organizations, Institutions or reputed Private firms.
7. It should have been registered under Relevant Act and a copy each of the registrations shall be attached with the bid.
8. It should not have been blacklisted by any Government Organization. Undertaking in this regard is to be furnished.

