

Shram Shakti Bhawan, New Delhi
Dated : 23rd November, 2017

E-Tender Notice

Subject : On-line e-tender for Annual Contract for the upkeep and maintenance of cleanliness and sanitation in the premises of Ministry of Labour and Employment in Shram Shakti Bhavan & Jaisalmer House.

CRITICAL DATE SHEET

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| Published Date | 24.11.2017 |
| Bid Document Download/Sale Start Date | 24.11.2017 |
| Bid Submission Start Date | 24.11.2017 |
| Bid Document Download/Sale End Date | 14.12.2017 |
| Bid Submission End Date | 14.12.2017 upto 3.00 PM |
| Bid Opening Date | 15.12.2017 at 4.15 PM |

Online e-tenders are invited by the Ministry of Labour and Employment, (Main Secretariat) under single bid system for the upkeep and maintenance of cleanliness & sanitation in the premises of Ministry of Labour & Employment in Shram Shakti Bhavan and Jaisalmer House, New Delhi for a period of one year in the first instance from agencies/firms engaged in such work as per the terms & conditions (Annexure I). The interested firms fulfilling the following conditions may inspect the premises on any working day up to **08.12.2017** between 10.30 A.M. to 12.30 P.M. to assess the job requirement/ quantum of work involved and submit their tender with – Technical particulars as per Annexure II, Financial Cost as per Annexure III and undertaking as per Annexure -IV – separately.

- (i) The firm should have minimum 3 years experience of successful completion of contracts of same and higher magnitude of work as in Ministry of Labour and Employment.
- (ii) The firm should be registered with ESI, PF, GST.
- (iii) The firm should have labour licence.
- (iv) The firm should have PAN card in the name of the firm.
- (v) The firm should comply with the Minimum Wages Act, 1948 in the NCT of Delhi in respect of wages for various categories of workers.

2. The 'Technical Particulars' should contain company profile, authenticated documents to prove the eligibility of all conditions as mentioned above and any additional documents to show the competency of the firm. The firm should also mention their ESI and PF code numbers and also enclose the copy of PAN in the Technical particulars. Earnest Money Deposit of Rs.1,00,000/- (One lakh only) should be submitted in sealed envelope separately in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Commercial Banks in favour of "Pay and Accounts Office (MS), Ministry of Labour and Employment, New Delhi".

3. The 'Financial Cost' should contain only the monthly wages, material cost, supervision charges, any other charges and the tax conditions (to be filled in Annexure-III). Bids containing unrealistic rates shall be liable to be rejected.

4. The tender documents can be downloaded from the websites of <http://eprocure.gov.in/eprocure/app> & <http://labour.nic.in> from 24.11.2017.

5. The interested bidders may submit the tenders online at <http://eprocure.gov.in/eprocure/app> in all respects along with Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees one lakh only) refundable (without interest). Tenders are to be submitted **online only** through e-Procurement Portal <http://eprocure.gov.in/eprocure/app>. All the documents in support of eligibility criteria, EMD etc. are to be scanned and uploaded along with the Tender documents. Original EMD has to be submitted to Ministry of Labour and Employment between 9.00 A.M. to 3.00 P.M on **15.12.2017** in the tender box placed at the Reception Counter, Shram Shakti Bhawan, Rafi Marg, New Delhi. In case original EMD is not submitted offline till the above date and time, the tender document will be rejected summarily.

6. The bids will be opened online by a Bids Evaluation Committee in the Ministry of Labour and Employment on **15.12.2017** at 4.15 P.M. in Room No. 518, Shram Shakti Bhawan, Rafi Marg, New Delhi. The Bid Evaluation Committee (BEC), after evaluation of the Bids, will give its specific recommendation (s) regarding the lowest responsive bid, which is to be selected along with a comparative statement duly signed by the members of the BEC. The dates of opening of Bids may change as necessitated.

7. The Competent Authority in the Ministry of Labour and Employment reserves the right to defer or cancel the tender at any time or amend/withdraw any of the terms and conditions contained in the Tender Document, without assigning any reason, thereof.

(Deepak Dan Barnwal)

Under Secretary to the Govt. of India

Telephone No. 23766320

Copy to:-

1. All Ministries/Departments for circulation among their contract holders.
2. Director, NIC, Shram Shakti Bhawan with the request to place the aforesaid Notice on the website of the Ministry for wider publicity.
3. Notice Boards.
4. Hindi Section for Hindi version.

(Deepak Dan Barnwal)

Under Secretary to the Govt. of India

Telephone No. 23766320

Copy for information to:

1. Reception Officer, Ministry of Labour and Employment, Shram Shakti Bhawan, New Delhi.
2. Asstt. Commandant, CISF, Shram Shakti Bhawan.