

**TENDER REF. NO. RFP – : CHCP:HKP:687/17 dated 31.08.2017 TENDER DOCUMENT FOR HOUSEKEEPING  
& GENERAL CLEANING WORKS**

**CORRIGENDUM TO TENDER DOCUMENT**

SL.NO	Page No	CLAUSE No.	BANK CLAUSE	QUERIES IN BRIEF	CLARIFICATIONS/CORRIGENDUM/ADDENDUM
1	3	1	Sealed Tenders for the above noted work are hereby invited from Pre-qualified Contractors.		Sealed Tenders for the above noted work are hereby invited from Contractors.
2	9	18.13	The contractor should have a minimum average turnover of Rs. 1,50,000.00 of past three year i.e 2014-15, 2015-16 & 2016-17 (Contractor to attach copy of audited Balance Sheet and Profit & Loss account for three years)		The contractor should have a minimum average turnover of Rs. 12,00,000.00 of past three year i.e 2014-15, 2015-16 & 2016-17 (Contractor to attach copy of audited Balance Sheet and Profit & Loss account for three years)
3	13	1	The Circle office works regularly for six days in a week. The housekeeping works will have to be taken up for all the days. Sundays can be used for extensive cleaning works. The contractor to engage in housekeeping services during 7.00 am in the morning to 7.00pm. The entire internal and external premises shall be cleaned and kept spic and span before 09.00 am every day.		1. The Circle office works regularly for six days in a week. The housekeeping works will have to be taken up for all the days. Sundays can be used for extensive cleaning works. The contractor to engage in housekeeping services during 7.00 am in the morning to 7.00pm. The entire internal and external premises shall be cleaned and kept spic and span before 09.00 am every day. <b>The details of duty hours are mentioned in point no 8 on pg 13.</b>
4	13	8	All the labourers (male and female) should be provided with distinguishable uniform, maintain personal hygiene, nails should be cut, neatly groomed and should maintain strict discipline within the building premises. The contractor is required to engage the following categories of workers daily as per the timings mentioned below.  1) Supervisors – From 9.00 am to 7.00 pm  2) Housekeepers – 7.00 am to 7.00 pm		All the labourers (male and female) should be provided with distinguishable uniform, maintain personal hygiene, nails should be cut, neatly groomed and should maintain strict discipline within the building premises. The contractor is required to engage the following categories of workers daily as per the timings mentioned below.  1) Supervisor – 7:00 am - 3:00 pm  2) Housekeepers (Male) - 8 No – 7:00 am to 3:00 pm  3) Housekeepers (Male) - 2 Nos - 11:00 am to 7:00 pm  4) Housekeepers (Female) - 1 Nos - 10:00 am to 6:00 pm  5) Housekeepers (Female) - 1 Nos - 10:00 am to 6:00 pm
5				Whether EMD is exempted for NSIC registered bidders?	Bidders claiming exemption from submission of EMD shall submit valid NSIC certificate, provided exemption from same have been indicated in the certificate and such certificate is valid on the date of submission of Bid.
6				Any change in Price bid format to be considered by Bank?	Yes, The revised Price Bid Format is attached as Annexure I
7	9	18.11	The duration of duty is eight hours per day per person. To keep the efficiency and alertness the overtime will be kept to the barest minimum.		The duration of duty is eight hours per day per person excluding break of 30 minutes. To keep the efficiency and alertness the overtime will be kept to the barest minimum.
8				Whether bank will insure housekeepers or Supervisor?	No Refer pt. 18.9 on Pg. 9
9	3	10	In quoting rates, the tenderers are advised to take into account all factors including any fluctuations in market rates. No claim for enhanced rates will be entertained on this account after acceptance of the tender or during the currency of the contract.		In quoting rates, the tenderers are advised to take into account all factors including any fluctuations in market rates. No claim for enhanced rates will be entertained on this account after acceptance of the tender or during the currency of the contract. <b>However, Labour Rates may be changes as per Labour Commissioner UT Chandigarh from time to time.</b>
10	3	11	The rate to be quoted by the tenderer shall be firm and shall cover and include cost of all materials required for upkeep of the premises, wages to the labourers, supervisors, equipments deployed, contractors profit, transportation charges and all statutory levies, taxes such as "Octroi, sales tax, VAT, excise duty, PF, ESI but excluding GST arising from Act passed by Parliament or State Legislature and rules framed there-under. The rates shall be quoted on the format as per Part-G (In separate envelop).		The rate to be quoted by the tenderer shall be firm and shall cover and include cost of all materials required for upkeep of the premises, wages to the labourers, supervisors, equipments deployed, contractors profit, transportation charges and all statutory levies, PF, ESI but excluding GST arising from Act passed by Parliament or State Legislature and rules framed there-under. The rates shall be quoted on the format as per Part-G (In separate envelop).
11	6			Should a bidder submit security deposit of 10 % value of contact? As per pt no . 1.1 on pg. 6?	If the tender is accepted, the amount of EMD will be retained and adjusted as security deposit for due and faithful fulfillment of contract. <b>However, if the bidder has been exempted from EMD because of its registration with NSIC, then the successful bidder has to deposit security deposit of amount equal to EMD amount i.e. Rs. 1,00,000/- (Rupees One Lakh Only)</b> Other terms & conditions being same.
12				Any Revision in Pre - Bid Meet Date & Last Submission Date?	Yes, The revised schedule is as follows: Pre Bid Meet: 03.10.2017 @ 3 pm Last Submission Day/Technical Bid: 09.10.2017 @ 3 pm

