



UTTARAKHAND VAN VIKAS NIGAM

(CAMP OFFICE MANAGING DIRECTOR)

ARYANYA VIKAS BHAWAN, 73 NEHRU ROAD DEHRADUN -248001

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Letter No. A 7102

/Tender

DATED: - 23 February 2018

Short Term Tender

Sealed tenders from willing "Facility management agencies, Dehradun" requested to send their proposal addressed to "The Regional Manager (H.Q), Aryanya Vikas Bhawan, 73-Nehru Road, Dehradun" offering cleaning work. Operating schedules would be as under:

A.

- Daily Cleaning of the Toilets of Aryanya Vikas bhawan (15 Nos) (3 Times)
- Daily Cleaning of the rooms, halls. (2 Times)
- Daily Cleaning of the all the facility area. (3 Times)
- Weekly Cleaning of Glasses.
- Daily Cleaning of floors and outside of Aryanya Vikas bhawan.

B. Washing powder, detergent and other sanitary materials will be issued by forest development Corporation.


C. Linen in all rooms should be neat and clean toiletris must be available for immediate replenishment.

D. Duration of Contract between forest Corporation and Service provider shall be 11 Months from date of Commencement of Services.

E. Facility management agency will be sole responsible for all type of legal/ statutory compliances required by the state government. He will keep the record documentry ready at the time as and when required by the authorised govt. official.

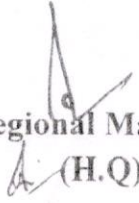
F. The selection will be made on quality cost based selection among agencies.

(Regional Manger)

 (H.Q)

Terms and Conditions of Tender

1. The Representative of agency should have a visit at 73, Nehru Road, Aryanya Vikas Bhawan to see the site.
2. Time for cleaning work will be 8:30 A.M to 3:30 P.M and 1:00 P.M to 1:30 P.M being Lunch Period.
3. The Employees arranged by Agency should not have criminal record/History at police department.
4. The Character Certificate must be submitted by the agency.
5. There will be a package of 3 employees for cleaning work per day.
6. Agency should be describe the basic pay and other allowance, taxes etc. with specified their legal section.
7. Agency should be describe that what will be amount taken from Forest Corporation by them and what will be paid to employee and what will be share/service tax of agency.
8. There will be a agreement with successful agency wherever Forest Corporation will be say first party and agency will be second party.
9. Second party must be a agreement with every employee and must be open an account of such employee at any national bank in which agency credited the monthly salary of employee.
10. The agency will be responsible for any damage of employee and should be insured those employee necessary.
11. Sunday and other authourized festival will be holiday.
12. All employee must be healthy. If they will be not found fit for work the second party will be arrange other person for cleaning work.
13. Second party will be maintained all record as per declare by central/state govt.
14. Second Party will submit EPF/PAN/TAN/GSTIN/Service tax/labour registration to first party every year.
15. Second Party must be put up bill on second day of every month for salary of employee.
16. Deduction of taxes made by first party will be as per rules and regulation by govt.
17. Any damage made by employee will be responsible of second party and compenset it by second party.
18. Forest Corporation/ First party will authorised to cancel the agreement or change or correction of agreement.
19. Tender invitation have not any fee and download free of cost from Forest Development Corporation website www.uafdc.in.
20. Regional Manager (H.Q) will be arbitator and the decision taken by them will be acceptable by all.
21. Judiciary Area will be Dehradun city.


Regional Manager
(H.Q)