
**OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF CHHATTISGARH**

7-8 Floor, Block-2, Plate-C, NBCC Office Complex,
East Kidwai Nagar, New Delhi-110023

Ref. No. LO/LAUNDRY/CB/2023/ 1131

Dated: - 01/09/2023

DETAILED NOTICE INVITING TENDER

Cost of Tender Form : Rs. 500/- (in cash nonrefundable)
Last Date of Sale of Tender : 27 September,2023 upto 5.00 P.M.
Last Date of Receipt of Tender : 29 September,2023 upto 2.30 P.M.
Date of Opening of Tender : 29 September,2023 at 3.30 P.M.

1. Introduction:-

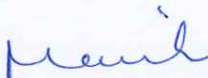
1. Sealed tenders are invited on behalf of the Resident Commissioner, Govt. of Chhattisgarh for Washing, Ironing and Dry-Cleaning of linen and other clothing in Chhattisgarh Bhawan, 7, Sardar Patel Marg, Chanakya Puri, New Delhi and Chhattisgarh Sadan, 8-12, Factory Road, Safdarjung, New Delhi from reputed Washermen/Launders having experience in the existing field.
2. Not more than one tender shall be submitted by one agency.
3. No two or more agencies in which an individual is interested as proprietor/or partner shall tender for the same work. If they do so, all such tenders shall be liable to be rejected.
4. The Resident Commissioner shall be the accepting authority hereinafter referred to as such for the purpose of this contract.
5. Tender document will be open for sale on payment of Rs. 500/- in cash. These can be obtained on all working days between 11.00 AM to 05.00 PM from the office of the Resident Commissioner, 7-8 Floor, Block-2, Plate-C, NBCC Office Complex, East Kidwai Nagar, New Delhi-110023 or can be downloaded from the website of Chhattisgarh Bhawan i.e. www.rcchhattisgarh.gov.in in which case, the bidder should submit his bid alongwith a pay order/bank draft for Rs. 500/- (Rupees five hundred only) drawn in favour of "Resident Commissioner, Chhattisgarh Bhawan" payable at New Delhi as tender fee. If any tender received

without the tender fee would be summarily rejected. The last date for sale of tender document is 27 September,2023 upto 05.00 PM.

6. EMD in the form of Demand Draft for an amount **Rs. 10,000/- (Rupees ten thousand only)** drawn in favor of Resident Commissioner, Chhattisgarh Bhawan, New Delhi from any nationalized bank must be furnished alongwith the tender documents failing which the tender will be summarily rejected.
7. Resident Commissioner reserves the right to accept or reject any tender without assigning any reason thereof.
8. In all matters of dispute relating to the contract, the decision of the Resident Commissioner shall be final and binding upon the agency.
9. The bidders may, physically inspect both the sites on any working day between 11.00 A.M. and 5.00 P.M. before the last date of sale of tender.
10. EMD of unsuccessful bidders will be released withing 30 days of award of contract to the successful bidder. The EMD of the successful bidder, after acceptance of tender and signing of contract, will be released after furnishing the security deposit as prescribed in the terms and conditions. In case, the successful bidder backs out and/or fails, the amount of EMD shall be forfeited by the competent authority.
11. Hydraulic Machine, Washing Mahine, Drying Tumbler and Covered Space for ironing, washing the linen will be provided by this office.
12. Maintenance for Laundry machine shall be borne by the contractor.
13. No littering, maintain the place clean and tidy. Proper arrangements for drying clothes and not in other parts of Bhawan/Sadan premises.
14. Laundry's operation timing will be from 08.00 AM to 08.00PM every day including Sundays and holidays. However, in emergent circumstances round the clock services will be provided by the contractor.
15. One person will be provided by the contractor on duty in laundry site during the above period. Any damage or theft to/of Bhawan property caused by the contractor will be repaired/replaced by the contractor at his cost.
16. Sealed tenders should be either deposited or sent by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non delivery/ non-receipt of tenders. Tenders sent by FAX or e-mail will not be considered.
17. Canvassing by the firm in any form, unsolicited letter and post-tender correction may invoke summary rejection of the tender. Conditional tenders will be rejected.

18. The successful bidder will be required to furnish security deposit of Rs.10000/- (Rs.Ten thousand only). The amount will not carry any interest and will be refunded only after satisfactory completion of the contract.
19. The contract will be initially for a period of one year and may be extended on satisfactory service provided by the contractor for a further period of one year with maximum limit of three years at the discretion of the Resident Commissioner, Chhattisgarh Government, New Delhi.
20. In case the successful bidder backs out of the contract midstream, without explicit consent of the Resident Commissioner, the security deposit will stand forfeited.
21. The contract can be terminated by the Resident Commissioner at any time for unsatisfactory performance viewed against the performance standards prescribed in the contract after giving an appropriate notice to the contractor. In the event of such cancellation, security deposit amount of the contractor will be forfeited to the Government. The decision of the Resident Commissioner shall be final in the matter.
22. The contract is liable to be terminated after giving at least three months notice in writing with reasons from either side in the normal course. The terms and conditions and details of linen and guest laundry is enclosed as Annexure-I, Annexure-II and Annexure-III respectively.

Approved by Principal Resident Commissioner



Deputy Director (Finance)
Chhattisgarh Government
Chhattisgarh Bhawan, New Delhi

Terms and Conditions

1. The contractor should quote rates for linens of Bhawan/Sadan and clothings of quests as per Annexure I, II & III enclosed.
2. The approved rates shall remain in force for a period of one year from the date of approval unless the contract is terminated earliest.
3. Only quality detergent and soap will be used for washing linen and laundry of guests by the contractor.
4. The washing of linen of Bhawan/Sadan and laundry items of guests should be of high quality and any damage to the items should be made good by the contractor at his cost.
5. If the work of washing and ironing is not found satisfactory, the same will be done again by the contractor without any payment.
6. Payment for any extra work other than those mentioned in the rate list should be made clear at the time of collection of cloths failing which payment given by Bhawan/Sadan Staff or guests will have to be accepted by the contractor.
7. The contractor shall furnish medical fitness certificate for all his employees issued by a qualified R.M.P. periodically once in 06 months.
8. The contractor shall furnish Local Police Verification Certificate for all the employees, deputed by him in Bhawan/Sadan. This has to be furnished at the time of execution of contract and subsequently as and when he deploys new staff. No staff of the contractor will be allowed access to the Bhawan/Sadan without the Local Police Verification Certificate.
9. The contractor will be responsible for any wastage of fresh water, un-necessary uses of electricity for the purpose of minimising electricity/water bill.
10. Hygienic conditions of laundry area will be maintained by contractor to avoid breeding of dengue etc.
11. If laundry are not washed and delivered withing 24 hours as per terms of agreement, penalty of Rs. 500/- will be charged from the contractor in each case.
12. Bill shall be submitted for payment by 7th of every month with the copy of challan, copy of laundry register for verification by passing authority.

13. The Resident Commissioner reserves the right to accept or reject any or all tenders without assigning any reasons what so ever.
14. The contractor will be fully responsible for any loss/damage to any worker engaged by him for laundry operation or during his stay in the Bhawan/Sadan complex and no liability on this account whatsoever will be borne by the Bhawan/Sadan.
15. The contractor will not sub-contract or outsource the laundry operation to any other agency or individual.
16. The contractor will be permitted to provide laundry service to outsiders at his own rate with the condition that there is no dilution of laundry service to Bhawan/Sadan or guests due to outsiders service.
17. In case of any dispute, the decision of the Resident Commissioners will be final and binding.

Approved by Principal Resident Commissioner


Deputy Director (Finance)
Chhattisgarh Government
Chhattisgarh Bhawan, New Delhi

ANNEXURE – I

GUEST HOUSE LINENS LAUNDRY RATE LIST

S.No.	Linen Items of Bhawan/Sadan	Washing Charges	Pressing Charges	Dry-Cleaning Charges
1.	Bed Sheet Single			
2.	Bed Sheet Double			
3.	Bath Towels			
4.	Hand Towels			
5.	Napkins			
6.	Dusters			
7.	Tea Cosy			
8.	Tray Cover			
9.	Bath Mats			
10.	Sofa/Car Seat Covers			
11.	Shower Curtains			
12.	Bed Covers Single			
13.	Bed Covers Double			
14.	Curtains (Per Panel)			
15.	Uniform Set			
16.	Blanket Single			
17.	Blanket Double			
18.	Pillow Cover			

Signature of the tenderer with seal

ANNEXURE – II

GUEST LAUNDRY RATE LIST

S.No.	Linen Items of Bhawan/Sadan	Washing Charges	Pressing Charges	Dry-Cleaning Charges
1.	Shirt			
2.	Trouser including jeans			
3.	Kurta			
4.	Pajjama/Lungi/Dhoti			
5.	Suit Two pieces			
6.	Vest Coat			
7.	Over Coat			
8.	Safari Suit (Both Piece)			
9.	Track Suit (Both Piece)			
10.	Socks			
11.	Dressing Gown			
12.	Vest Coat (Ladies)			
13.	Underwear			
14.	Tie			
15.	T Shirt			
16.	Handkerchief			
17.	Saree			
18.	Blouse			
19.	Petty Coat			
20.	Nightgown			

21.	Salwar			
22.	Shawl			
23.	Shorts			
24.	Coat/Jacket			
25.	Ladies Jeans Trouser			

Signature of the tenderer with seal

ANNEXURE – III

VIP LINEN RATE LIST

S.No.	Linen Items of Bhawan/Sadan	Washing Charges	Pressing Charges	Dry-Cleaning Charges
1.	Bed Cover			
2.	Blanket			
3.	Double Sheet			
4.	Pillow cover			
5.	Hand Towel			
6.	Bath Towel			
7.	Single Blanket cover			
8.	Double Blanket cover			

Signature of the tenderer with seal

Note :

1. Successful Bidder shall be decided on the basis of L-1.
2. No conditional offer shall be accepted.