



GOVT. OF WEST BENGAL  
OFFICE OF THE SUPERINTENDENT  
NORTH 24 PARGANAS DISTRICT HOSPITAL  
BARASAT - 700 124

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NIT NO. BH/ 12/ 1102

Date: 07/04/12

TENDER NOTICE

In terms of G.O.No.HF/N/MS/70/W-134/04 dated 11/02/2010 of the dept.of Health & family welfare (MS branch),govt.of west Bengal, sealed tenders are invited from the reputed firms/agencies for providing scavenging & housekeeping services in north-24 Parganas district hospital,Barasat for the year 2012-2013.

The tender documents will be available from the office of the undersigned on payment of Rs.500/-(five hundred only) in T.R.Form 7(head of A/c.021000180000114) w.e.f 07/04/2012 to 19/04/2012 during office hours.

The bid documents may be deposited upto **2pm on 23/04/2012** in the office of the CMOH, north-24 Parganas, which will be opened on the same day at 4p.m (technical bid)

Technical bid and financial bids to be submitted separately.

1. No. of scavengers-15 per day
2. No. of supervisor-1 round the clock (24x7)

All sheets should be numbered properly and number of sheets in each cover should be cited in covering tally.

Pan no., VAT No., registration certificate of P.Tax, trade licence, IT returns, PF, ESI registration and monthly return is to be furnished with the tender documents.

**Earnest money of Rs.7, 000/- is to be deposited.**

Any other instruction as per bid document. For details please contact the office of the undersigned.


  
Superintendent  
North-24-Parganas District Hospital,  
Barasat

NIT NO: BH/12/1102/1(8)

DATE: 07/04/12

Copy forwarded for necessary action:

1. Honb'le District Magistrate, 24- Pgs, P.O. Barasat, Dist.- 24- Pgs(N)
2. The Shabhadhipati, Zilla Parishad, Barasat
3. Chief Medical Officer of Health, 24- Pgs, P.O. Barasat, Dist.- 24- Pgs(N)
4. District Information Officer, Dist.- 24- Pgs(N)
5. The station master, Barasat Rly. Station
6. Post master, Barasat head post office.
7. Asst. Superintendent, North 24 Pargana District hospital
8. Notice board of the hospital.

  
Superintendent  
North-24-Parganas District Hospital,  
Barasat

**Terms and conditions for scavenging/housekeeping services for North 24 Pargana District hospital, vide NIT No. BH/12/1102 dated 07/04/2012**

**All the criteria are essential and must be met for being successful in the technical bid.**

1. The bidder should be competent enough to deal with the business of providing sweeping, cleaning and house-keeping services in the hospitals for which the bid is being made and should have adequate financial capability and man-power (Skilled/semi-skilled/unskilled) required for managing the business awarded.
2. The bidder must have capability to absorb all the manpower provided to carry out the order, if given to him, in other establishments under his control and under no circumstances will any of his manpower be a liability of the subsequent successful bidder or the hospital authorities. (A self declaration is to be provided)
3. The bidder must have the requisite trade and other licences to do the business of providing cleaning and house-keeping services in the hospitals for which the bid is being made
4. The bidder should be registered with the appropriate authorities (for example-Tax (PAN / TAN), EPF & ESIC Authorities, CEC for Service Tax, Sales/VAT Authorities etc), as may be required, for providing the services and material to be used for managing the work and up to date returns should be given to all the relevant statutory authorities for the previous three years.
5. Earnest money of Rs7, 000 (seven thousand only) is to be deposited either through treasury challan or bank draft in favour of the undersigned under the Head of the account 8443-00-103-earnest money-01-07-deposit, which is refundable
6. The bidder or the Principals of the firm must not have been blacklisted by any hospital or any Government authority.
7. The bidder must not have been convicted in any criminal case or have any pending proceeding in any vigilance commission or any criminal case pending against it or its proprietors or principal employees in any court.
8. The bidder must have at least 3 years of experience in the field of providing cleaning and house-keeping services to institutions/hospitals, including private institutions, having at least 500 beds/ inmates.
9. The annual turnover of the bidder should be at least Rs 25 (Twenty five) Lakhs per annum considering the last three financial years
10. The bidder should have a cash reserve equivalent to 4 months of sweeping, cleaning and house-keeping services bills of the hospitals for which the bid is being made. (A self declaration is to be provided)
11. The bidder should be a profit making organization, having made a pre- tax profit of not less than 5% of annual turnover for the previous two financial years. (A Chartered Accountant certified copy of profit and loss statement of balance sheet for last two years is to be attached wherein the annual turnover and the pre tax profit are clearly shown and certified)
12. The bidder shall ensure that all terms, specifications and conditions as given in the contract document are being met. If the cleaning is not as per the standards or the sweeper has left his position without intimation, the errant sweeper will be considered as absent and twice the cost of daily cost of sweeper will be deducted from the bills of that month.
13. The successful bidder shall on starting the contract provide the Superintendent with a list of sweepers and supervisors to be engaged by him.
14. The hospital authority will count the total number of labours as quoted in the tender and the amount of manpower supplied to the hospital should remain same on all days of the month i.e. total of 15+1(supervisor).
15. The contractor must pay the labours as per minimum wages act.
16. The bid document are to be collected from the accounts office during all working days from 11am-2pm on payment of Rs.500/-(rupees five hundred only) in T.R.Form 7 under the head of the account 0210-01-800-other receipts-001-collection from miscellaneous service fees-14-service fees(14 digit code 02100180000114)
17. Security deposit of 5% of the total value of order shall be deposited by the successful bidder within 10 working days of the issue of acceptance letter subjected to maximum of Rs 50,000. The amount may be forfeited on the unsatisfactory performance of the successful bidder.
18. Annexure-A should be duly filled in the given format for both technical and commercial bid.

  
Superintendent  
North-24-Parganas District Hospital,  
Barasat