On Behalf of the President of India, online item-rate tenders are invited through e-tendering for the following work:

<table>
<thead>
<tr>
<th>No</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>कार्य का नाम / Title of work</td>
<td>एनआरएससी बालानगर परिसर की यंत्रीकृत ठाउसकीपिंग, क्षेत्र की सफाई के लिए व्यापक वार्षिक अनुरक्षण संविदा। Comprehensive AMC for mechanized housekeeping and area cleaning of NRSC Balanagar Campus.</td>
</tr>
<tr>
<td>2.</td>
<td>निविडा की अनुमानित लागत / Estimated cost put to tender</td>
<td>Rs. 295.92 लाख / Lakhs (दो वर्ष की अवधि के लिए / for two years period)</td>
</tr>
<tr>
<td>3.</td>
<td>कार्यदिश जारी होने के पंद्रहवें दिन से गणना करते हुए कार्य समाप्ति की अवधि ( माह में) Period of completion in months reckoned from the 15th day of date of issue of work order.</td>
<td>24 महीने/months*</td>
</tr>
</tbody>
</table>
*प्रारंभ में एक वर्ष की अवधि के लिए और संतोषजनक निष्पादन पर शेष अवधि के लिए किस्तार योग्य Initial for one year period and extendable for balance period on satisfactory performance |
| 4. | निविडा दस्तावेज डाउनलोड करने की अवधि Period during which the tender document can be downloaded | From : 24.01.2020 से To: 04.02.2020 तक |
| 5. | स्पष्टीकरण अवधि Clarifications on | From : 24.01.2020 10:00 बजे/Hrs से To : 05.02.2020 15:00 बजे/Hrs तक |
| 6. | निविडा पात्री क्रम के अनुसार विषय व समय Last date and time for receipt of tenders | Up to 07.02.2020 16:00 बजे/Hrs तक |
| 7. | निविडा खोलने की नियम लिखि व समय Due date and time of opening of tenders. | On 11.02.2020 15:00 बजे/Hrs |
| 8. | बयाना राशि जमा Earnest money deposit (EMD) | Rs. 5,91,840/- |
2. **Eligibility Criteria for Issue of Tender Documents**

Eligibility criteria will be issued only to those who satisfy the following eligibility criteria:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Eligibility Criteria</th>
<th>Documentary proof for the eligibility (Self attested copies to be submitted)</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>बालीं जमा करने की अन्तिम तिथि से एक दिवस पूरे समाज होने बाद गत साल वर्षों के दौरान सम्मान निम्नलिखित कार्यों सहित समान समिश्रित कार्य की सूचीपत्रित रूप से पूरा किया गया हो। Should have satisfactorily completed the similar works as mentioned below during last Seven years ending previous day of last date of submission of bids.</td>
<td>i. कार्य अनुभव हेतु संबंधित प्राधिकारी द्वारा जारी कार्य आदेश एवं कार्य पूर्णता प्रमाण-पत्रों की प्रमाणित प्रति।</td>
</tr>
<tr>
<td></td>
<td>Vo. समान प्रकृति के कार्य, जिनकी लागत, अनुमानित लागत के 40% से कम न हो। (अर्थातः Rs.118.37 लाख) (प्र) Three similar works each costing not less than 40% of the estimated cost (i.e. Rs. 118.37 Lakhs) (or)</td>
<td>Certified copy of work orders and completion certificates issued by the authority concerned to establish work experience.</td>
</tr>
<tr>
<td></td>
<td>दो समान प्रकृति के कार्य, जिनकी लागत अनुमानित लागत के 60% से कम न हो। (अर्थातः Rs.177.55 लाख) (प्र) Two similar works each costing not less than 60% of the estimated cost (i.e. Rs. 177.55 Lakhs) (or)</td>
<td>ii. निजी पक्षकारों द्वारा जारी कार्य पूर्णता प्रमाण-पत्रों के साथ टीडीएस (टैक्स डिडक्टेड अट सढ़�र्स) कार्य पूर्णता बालीं/संस्थानों द्वारा जारी पूर्णता बालीं अनुभव प्रमाण-पत्रों कार्य की प्रकृति, किए गए कार्य का मूल्य एवं संबंधित कार्य के अनुभव अनुमानित होने चाहिए।</td>
</tr>
<tr>
<td></td>
<td>समान प्रकृति का एक कार्य जिनकी लागत अनुमानित लागत के 80% से कम न हो। (अर्थातः Rs.236.74 लाख) One similar work costing not less than 80% of the estimated cost (i.e. Rs. 236.74 Lakhs).</td>
<td>Completion certificates for works issued by Private parties shall be supported by TDS (Tax Deducted at Source) certificates and Completion &amp; Experience certificates issued by Clients indicating the nature of work, value of work carried out and period of contract shall be furnished.</td>
</tr>
</tbody>
</table>

**Note:**
- i. **सूचित कार्य में आवश्यक है कि “सरकारी संगठनों/संस्थानों/ब्रांड्र-रैटीश अंपायरिंग बालीं/संस्थानों में वृद्धि प्राप्त कार्य”**
- ii. **निम्नलिखित कार्य के मूल्य का पूर्ण होने की विधि से बालीं हेतु आवेदन प्राप्त कार्य की अन्तिम तिथि की अवधि तक के वास्तविक मूल्य का वापसी 7% के सरल दर पर बढ़ाकर बर्तमान लागत मूल्य के बाद तक लाना होगा।**

Similar work shall mean works of “Providing mechanized house keeping services to buildings of Government organizations / Institutions / MNCs, etc.”

The value of executed works shall be brought to current costing level by enhancing the actual...
value of work at simple rate of 7% per annum, calculated from the date of completion to last date of submission of bids.

iii. Up to the date of the tender.

Work executed as sub-contract or joint-venture will not merit for eligibility/evaluation

| b | केंद्र अनुरक्षण कार्यों के लिए नामूना | Applicable only for maintenance works
|   | पीएफ एवं ईएसआई पंजीयन संयुक्त की प्रति | Copy of PF and ESI registration number

3. The tender document may be downloaded from e-Tendering website www.tenderwizard.com/ISRO. Downloading of tender documents alone will not make a tenderer eligible for participating in the bidding. The documents uploaded by the tenderers will be subjected to verification subsequently by Department. If found not meeting the requirement, such offers will be rejected.

4. a) The tender document may be downloaded from e-Tendering website www.tenderwizard.com/ISRO. Downloading of tender documents alone will not make a tenderer eligible for participating in the bidding. The documents uploaded by the tenderers will be subjected to verification subsequently by Department. If found not meeting the requirement, such offers will be rejected.

b) The MSME units claiming exemption of Tender cost/ EMD should submit MSME UDYOG ADHAR MEMORANDUM or registration certificate issued by District Industries Centre (DIC) / Khadi & Industries board (KVIB)/ Coir board / National small industries commission (NSIC)/ Directorate of Handicrafts and handlooms or any other body specified by Ministry of MSME. The memorandum/certificate shall be valid as on due date / extended due date of the tender.

   a) Tenders should be accompanied with Earnest Money Deposit for value specified in Para 1 above, in the form of Deposit at Call receipt/ Term Deposit Receipt of any Scheduled Bank of Pay & Accounts officer NRSC, Hyderabad (or) in the form of Bank guarantee (Bank guarantee should invariably be submitted along with ICSFMS acknowledgement copy – in banking terminology IFN 760 COV BANK Guarantee Advice Message to the Advising Bank Branch) issued by a scheduled bank. Earnest Money Deposit shall be valid for 180 days from the due date of receipt of tenders. In case EMD in the form of DD is furnished, the same will be encharged immediately on opening of tenders and refund of EMD for unsuccessful tenderers will be made through Cheque / electronically by the Department.

   b) The MSME units claiming exemption of Tender cost/ EMD should submit MSME UDYOG ADHAR MEMORANDUM or registration certificate issued by District Industries Centre (DIC) / Khadi & Industries board (KVIB)/ Coir board / National small industries commission (NSIC)/ Directorate of Handicrafts and handlooms or any other body specified by Ministry of MSME. The memorandum/certificate shall be valid as on due date / extended due date of the tender.
5. No bids will be accepted which are late, or which are not accompanied by a valid Earnest Money Deposit (EMD) in favour of the construction and maintenance division. The EMD will be converted into a security deposit on completion of the work. In case of any tenderer found not to have fulfilled the eligibility criteria, their offers will be rejected at this stage and their bids will be reviewed accordingly.

6. A) EMD in the form of a Demand Draft/DD/cheque should be submitted at the time of opening of the tender. The EMD should not be less than 2% of the estimated cost of work. No EMD will be accepted more than 3% of the estimated cost of work. The EMD will be returned to the tenderer if the offer is not found to be in compliance with the terms and conditions of the tender.

b) The MSME units claiming exemption of Tender cost/ EMD should submit attested hard copy of MSME UDYOG ADHAR MEMORANDUM or registration certificate as indicated in para 4 (b) above. The hard copy of above memorandum / certificate shall be submitted to the office of the Group Head/Head, Construction and Maintenance Group/ Division on or before due date and time of opening of tender indicated in para 1 above. If valid EMD is not received on or before due date and time of opening of tender, the tender offer shall be summarily rejected.

b) Technical scrutiny/ evaluation will be carried out. During the evaluation of techno-commercial bids, the documents furnished by the tenderers will be scrutinized in detail. Any tenderer, found as not fulfilling the eligibility criteria will be rejected at this stage and such offers will not be considered for further processing. The price bid of only those tenderers who have been qualified during the scrutiny and technical evaluation will be opened separately on a specified date (with due intimation to the qualified bidders) and further processed, as per tender procedure/ stipulations.

8. Earnest money of the successful contractor will be converted into Performance guarantee. On completion of the work, the same will be converted as security deposit. In cases of exemption for payment of Earnest money, separate performance guarantee at 2% of the
estimated cost put to tender to be submitted immediately on receipt of letter of acceptance/ work order.

9. Intending tenderers may inspect the site before submitting the tenders, with the prior permission of Group Head, CMG, NRSC.

10. The contractor shall not be permitted to tender for works in the Division of that particular Centre of the Department responsible for award and execution of contracts for which his/her near relative is working. He/she shall also intimate the names of persons who are working near relative is working.

11. The tender accepting authority reserves the option to give preferences to the offer lowest or any other tender and reserves the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.

12. The tender accepting authority on behalf of President of India reserves the right of accepting the whole or any part of the tender and the tenderer shall not have any claim what so ever on this account.

13. Canvassing directly or indirectly, in connection with tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

14. The tender accepting authority reserves the option to give preferences to the offers in accordance with the policies of the Government from time to time.

15. The contractor shall not be permitted to tender for works in the Division of that particular Centre of the Department responsible for award and execution of contracts for which his/her near relative is working. He/she shall also intimate the names of persons who are working near relative is working.
with him in any capacity or are subsequently employed by him and who are near relatives to
any Gazetted Officer in the Department of Space. Any breach of this condition by the
contractor would render him liable for rejection of tender or cancellation of contract.

16. The tender should be valid for minimum period of 120 days from the due date of receipt of
the tender specified in Para 1 above. If any tenderer withdraws the offer within the validity
period or makes any modifications in the terms and conditions of the tender which are not
acceptable to the Department, the Government shall without prejudice to any other right or
remedy, be at liberty to forfeit 50% (Fifty Percent) of the Earnest Money Deposit absolutely.
Further, the tenderer shall not be allowed to participate in the re-tendering process of the
work.

17. On concluding the tender, an agreement shall be drawn with the successful tenderer.

समूह प्रथान, तीएमजी, एनआरएससी
Group Head CMG, NRSC
SCANNED COPY OF THE FOLLOWING DOCUMENTS SHALL BE SUBMITTED ALONG WITH
TECHNO-COMMERCIAL BID, FAILING WHICH THE TENDERERS ARE LIABLE TO BE
REJECTED

1. लिए गए कार्य हेतु संबंधित अधिकारी द्वारा जारी किए गए कार्य आदेश।
   Work orders issued by the authority concerned to establish work on hand.

2. कार्य संबंधित अधिकारी द्वारा जारी कार्य समाप्ति प्रमाण-पत्र।
   Completion certificates issued by the authority concerned to establish work experience.

3. पारंपरिक मानदंड के अनुसार, समान प्रकृति के कार्यों, तुलनात्मक मात्रा के कार्यों के निर्णायन हेतु दस्तावेजी प्रमाण।
   Documentary proof for having executed the work of similar nature and comparable magnitude
   as per the eligibility criteria.

4. निजी पक्षों द्वारा जारी किए गए कार्यों के लिए कार्य समाप्ति प्रमाण-पत्र, दी.डी.एस. (सोट पर कर कटौती) प्रमाण-पत्र
   के साथ होना चाहिए।
   Completion certificate for works issued by private parties shall be supported by TDS (Tax
   Deducted at Source) certificates.

5. पीएफ एवं ईएसआई पंजीयन संबंधी प्रति
   Copy of PF and ESI registration number

6. निविदा के सामान्य निर्देशों में प्रम-1 के अनुसर, पूर्णता के कार्यों की एक मूल, पूर्णता की
   लिथियों, समय विस्तार आदि का उल्लेख होना चाहिए।
   A list of completed works indicating value of work, date of completion, extension of time etc.,
   as per Format-1 in General Conditions of Contract.

7. पैन/टैन व्यौरा।
   PAN/ TAN details.

8. ब्याना राशि जमा।
   Earnest Money deposit.

9. व्योरे सहित कंपनी प्रोफाइल।
   Company Profile with details.

10. अतिरिक्त दस्तावेज, यदि कोई।
    ADDITIONAL Documents, if any.

11. वैध जीएसटी पंजीयन संख्या (जीएसटीन)।
    Valid GST registration number (GSTIN).

12. देयक मुन्नाता के हस्तांतरण की मुद्दिता के लिए निविदाकार अपने बैंक का विवरण भी जमा करें।
    To facilitate transfer of consideration payable, the tenderer is requested to furnish their bank
details.
IMPORTANT NOTE:-

The original instrument of EMD (CDR/FDR/TDR/BG (Bank guarantee should invariable be submitted along with ICSFMS acknowledgement copy – in banking terminology IFN 760 COV BANK Guarantee Advice Message to the Advising Bank Branch) /DD/attested copy of MSME UDYOG ADHAR MEMORANDUM or Registration Certificate as indicated in para 4(b) above shall reach “OFFICE OF GROUP HEAD, CONSTRUCTION AND MAINTENANCE GROUP, NATIONAL REMOTE SENSING CENTRE, DPT. OF SPACE, GOVT. OF INDIA, BALANAGAR, HYDERABAD – 500 037” on or before tender opening date and time as stipulated in e-Tender Notice.

GROUP HEAD CMG, NRSC