



उत्तर पूर्व क्षेत्रीय शिक्षा संस्थान  
NORTH EAST REGIONAL INSTITUTE OF EDUCATION

(राष्ट्रीय शैक्षिक अनुसंधान एवं प्रशिक्षण परिषद्)

(NATIONAL COUNCIL OF EDUCATIONAL RESEARCH & TRAINING)

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

(An Autonomous Organization under Ministry of HRD, Government of India)

उमियाम, शिलांग – 793103, मेघालय

Umiam – 793103, Shillong, Meghalaya

फोन /Ph. No. : 0364-2570009/17/24/52

ई मेल /Email : [nerie.ncert@gmail.com](mailto:nerie.ncert@gmail.com)

फैक्स /Fax No. : 0364-2570062/24

वेब साईट /Website : <http://nerie.nic.in>

No. F.18-19/2017-NERIE/IL/ 4609

Date: 26<sup>th</sup> Dec, 2017

**Tender Notice for providing Laundry Services in NERIE, Umiam**

NERIE, Umiam invites sealed bids from local vendors/ firms for providing Laundry Services in the Institute. The bids will be available in NERIE website [www.nerie.nic.in](http://www.nerie.nic.in). Last date of submission of bid is 11<sup>th</sup> January, 2018, (upto 11:00 A.M.)

(M. S. Yadav)

Administrative Officer

विद्यया ऽ मृतमश्नुते



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NCERT

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वेब साइट/Website : <http://nerie.nic.in>

## Tender for providing Laundry Services in NERIE, Umiam

NERIE, Umiam invites sealed bids for providing Laundry Services in NERIE, Umiam. Bids may be addressed to the **Administrative Officer, NERIE-NCERT, Umiam, Ri-Bhoi District, Pin-793103, Meghalaya.**

The Tender document will be available in NERIE website [www.nerie.nic.in](http://www.nerie.nic.in). Last date of submission of bid is 11<sup>th</sup> January, 2018 (upto 11:00 A.M.). The date and time for opening of bid is 11<sup>th</sup> January, 2018 (at 11:30 A.M.) at NERIE, Umiam.

Bids may be sent either by speed post or may be dropped in the Tender Box placed in the Establishment Section of the Institute. Any other mode will not be accepted. NERIE will not be responsible for postal delay or otherwise.

**I. Scope of work:** The Institute has 35 person capacity guest houses in its campus at present. Details of cloths and linen for washing at present are as follows: Bed sheet, Pillow cover, Blankets, Towel, Door curtain, Window Curtain, Transparent Curtain and Table cloth. In addition, as per necessity, the Institute may also request for laundry services for other clothes and linen. Frequency of washing depends on occupancy in the Guest House.

### **II. Eligibility Conditions:**

- The bidder should be running the business for the last two years. Documentary proof in support shall be produced along with the Quotation.
- The firm should be registered under GST and have a valid PAN.
- The firm should not be blacklisted by any government Institution/organization.

**III. Earnest Money Deposit (EMD):** An EMD of Rs.5,000/- (Rupees five thousand only) in the form of Demand Draft drawn in favour of Principal, NERIE, Umiam, Shillong shall have to be submitted along with the bid. The EMD of the unsuccessful Bidders shall be refunded. No interest shall be payable to the Bidder on the EMD.

**IV. Tender Fee:** An amount of Rs.100/- as tender fee (non-refundable) should be paid by Demand Draft drawn in favour of Principal, NERIE, Umiam, Shillong on any nationalized Bank payable at SBI, Umiam along with the bid.

**V. Performance Security:** The EMD of the successful bidder shall be retained as Security Deposit, which shall be valid for 6 months after completion of all contractual obligations.

**VI. Evaluation Process:**

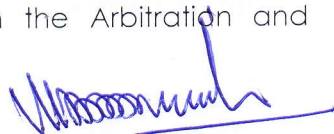
- i. The Bid will be scrutinized and evaluated by a duly constituted Committee with reference to the parameters prescribed in this tender document. The Committee reserves to relax the above criteria under its discretion.
- ii. The Committee also reserves to select more than one firm under L-1 rates, in the interest of the Institute.

**VII. Payment Terms:**

- i. Payment will be made against production of bill/tax invoice on monthly basis on satisfactory execution of the contract.
- ii. The bill shall be submitted in the firm's letter head. The GST number should be printed on the bill/tax invoice.
- iii. The bill shall also include the Bank Name, Account Number with IFSC of the Bank to which payment shall be made.

**VIII. Other Terms and Conditions:**

1. The bid shall remain valid for 90 days from the date of opening of the bid.
2. Both the EMD and Tender Fee shall be accompanied along with the Bid. Bids without EMD and tender Fee shall be rejected.
3. The bidders must comply with the requirements as provided in the proforma for Bid (Annexure-I).
4. The firm shall be responsible for carrying the clothes and linen from the Institute and back for laundry. Transportation charges on this account will be borne by the service provider.
5. The firm shall submit its valid contact number(s) along with the bid.
6. Clothes and linens should be washed, ironed and handed to the Institute with 5 days from the date of receipt of the items. In the event of non-compliance of the instruction/s, the NERIE reserves the right to get the clothes washed from outside and payment for the same shall be borne by the firm.
7. The firm shall hand over the clothes to the staff authorized by the Institute for this purpose.
8. The rates quoted shall be exclusive of all taxes. GST, if applicable, may be provided separately on the bill.
9. In case of loss or damage of the items, the firm shall have to bear the cost for the same.
10. The successful firm has to commence the work within a week from the date of issue of the contract.
11. The NERIE reserves the right to cancel the contract at any time, if the servicing is not found to be satisfactory, etc.
12. The decision of NERIE in all matters connected with this tender shall be final.
13. This contract will be subject to Shillong jurisdiction only. All the disputes arising out of the contract terms shall be resolved in accordance with the Arbitration and Conciliation Act, 1996 at Shillong only.



(M. S. Yadav)

Administrative Officer

**North East Regional Institute of Education**  
(National Council of Educational Research and Training)  
Umiam, Ri-Bhoi District, Meghalaya – 793103

ANNEXURE -I

**Tender for providing Laundry Services in NERIE, Umiam**

1. Name of the firm: \_\_\_\_\_
2. Name of the Proprietor: \_\_\_\_\_
3. Address of the firm : \_\_\_\_\_
4. Contact No.: \_\_\_\_\_
5. Details for Payment:- ACCOUNT No: \_\_\_\_\_ IFSC. \_\_\_\_\_  
Bank Name \_\_\_\_\_ (Enclose a copy of cross cheque of the firm)
6. Work experience during last two years (please enclose proof of the same):

Sl. No.	Year of contract	Name of the client with address	Proof submitted (Yes/No)

7. Registration number of the firm :

Sl. No.	Registration under	Reg. No. & Date	Proof submitted (Yes/No)
1	GST		
2	PAN		

8. Rate for Laundry Services:

Sl. No.	Items	Rate per Unit (Rs.)
1	Bed sheet (Medium/Single bed)	
2	Pillow Cover	
3	Blanket (Medium/Single bed)	
4	Towel (Medium)	
5	Door Curtain	
6	Window Curtain	
7	Transparent Curtain (Half-window)	
8	Table Cloth	

I / we certify that all the terms and conditions of the tender document are acceptable to us and our firm is not balcklisted.

Date:

Place:

Signature of the authorized person(s)

Name:

Designation: