



- : GOVERNMENT OF ASSAM : -
OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT
DHUBRI MEDICAL COLLEGE & HOSPITAL, DHUBRI, ASSAM, PIN - 783325
eMail : dhubrimch@gmail.com

No. DMCH/DBB/2023/696

Dated : 05/10/2023

**Notice Inviting NIT for the work of Annual Maintenance and running of Pay and Use
Toilets- 2 Nos. at Dhubri Medical College & Hospital on Contract basis.**

The Principal cum Chief Superintendent, DMC&H hereby invites sealed tenders affixing court fee of Rs.8.25 (Rupees Eight and Paise Twenty Five) in two bids system for the work of **Annual Maintenance and running of Pay and Use Toilets- 2 Nos. at Dhubri Medical College & Hospital on Contract basis**. Interested bidder shall submit the bid in the Tender-box during Office hours (10.00 AM –4.00 PM) at the Office of the Principal cum Chief Superintendent, Dhubri Medical College & Hospital, Dhubri, Assam during working days.

The bidder is expected to examine all instructions, terms and conditions in the bid documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in the rejection of its bid.

Tender should be addressed to - The Principal cum Chief Superintendent, Dhubri Medical College & Hospital (DMC&H), R.K. Mission Road, Jhagarpar-783325, Dhubri, Assam.

Important Points:

Date and Time of Starting of Bid	05/10/2023 from 12 :00 Noon
Last Date and Time of Bid submission	01/11/2023 upto 4:00 PM
Date and Time of Opening Technical Bid	02/11/2023 at 1:00 PM
Date and Time of Opening Financial Bid	02/11/2023 at 1:00 PM
Tender Processing Fee (Non-Refundable)	Rs.2000/- (Rupees Two thousand)
EMD	Rs.10,000/- (Rupees Ten thousand)

The details Bid document can be downloaded from Website: www.dhubrimedicalcollege.in

Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri-Assam

Scope of Work:

1. The successful bidder shall maintain and operate the toilet blocks at the site as per Specifications.
2. The successful bidder will have to run the Pay-and-Use toilets for the period specified in this Notice i.e. 1 year against payment of monthly rent to this Authority.
3. The successful bidder shall maintain the entire installation of civil structures, electrical and sanitary fittings and fixtures at its own cost. Electricity connection shall be supplied by DMCH but payment of electricity bills will be made by the Agency as per sub-meter to be installed by contractor.
4. The successful bidder shall repair, maintain and operate the allotted toilet block with structure, sanitary and electrical fittings and fixtures, in good condition, during the contract period.

Eligibility of Applicants:

Sole Proprietorship Firm or a Partnership Firm or a Private or Public Ltd. Co. or a Public Sector Undertaking or a Statutory Body or a Co-operative Society or an Individual registered with appropriate authority, having valid license or local citizen adjacent to locality. Preference will be given who has earlier done the same type of work.

Credential and Documents

The intending quotationer should possess:-

- (a) Experience certificates / credential of similar type of work (if any).
- (b) Permanent Account Number (PAN) of Income Tax Department
- (c) Photo Identity Card / Passport issued by the competent authority / Driving License.
- (d) AADHAR

General Terms & Conditions

1. Tender/Application form duly filled in and properly sealed together with Earnest Money should be dropped only in the box specified for the purpose and placed in the office of DMCH within aforesaid date and the tenders will be opened on 02/11/2023, in the presence of the tenderers, if any.
2. At any time prior to date of submission of tender, The Authority may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of Dhubri Medical College & Hospital. In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.
3. All the documents, as submitted, should be signed by the

applicant/authorized representative and the seal affixed (In case of company/firm). Authorization/Board Resolution in favour of applicant tenderer along with a copy of partnership deed/Memo of Article of Association/letter of Authority etc. as the case may be, should also be submitted with the tender form.

4. The tenderer should sign and affix his firm's stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer, will be deemed as a contract and no separate formal contract will be drawn. NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER

5. The allotment will be made on 'as is where is' basis;

6. Tenderers/applicants are advised, in their own interest, to visit and see the sites themselves before submitting their tenders. No representation on any account whatsoever shall be entertained, in this regard.

7. Conditional tenders shall not be acceptable and shall be summarily rejected.

8. Toilet blocks will remain open from for 24x7

9. Continuous monitoring services should exist for maintaining hygiene & cleanliness inside premises.

10. Eco friendly chemicals are to be used for cleaning and washing purposes.

11. Water must be available round the clock for flushing & washing purposes in toilets.

12. The WC toilet floor area, approach etc should be kept dry.

13. The surrounding areas are to be kept clean at all times.

14. Proper drainage is to be maintained and no accumulation of water, liquid etc. is to be allowed at any time.

15. . The lighting arrangements at the toilet blocks should be functional at all times.

16. All structure members, sanitary fittings, electrical fittings and advertisement panels are to be inspected and maintained in good condition.

17. During the contract period, the broken floor, wall tiles are to be replaced within 3 days of such event at the cost of the Agency with similar model/type.

18. The staff provided at the toilet blocks should be trained and be courteous towards the users and assist handicapped and old age users.

19. Security of all assets shall have to be ensured by the staff posted at all toilet blocks.

20. Toilet block is not to be used for residential purpose by anyone.
21. Washing of clothes shall not be allowed within the Toilet complex.
22. The successful bidder has to install a sub-meter and monthly electricity bill is to be paid to Dhubri Medical College & Hospital as per meter reading. The cost of installation of sub-meter is to be borne by the successful bidder.

Contract period

Selected Agency have to execute formal agreement within 07(seven) days of issuing Letter of Intent (LOA). After execution of the formal agreement work order will issued to selected Agency. Total tenure of contract period is for 01(three) years. D M C H reserves the right to terminate the contract at any time after service of notice period of one month.

Monthly License Fee

The successful tenderer/contractor shall be liable to pay monthly license fees in advance within 07 (Seven) working days of the concerned month by depositing the amount in the bank account of HMS of Dhubri Medical College & Hospital. Proper intimation should be given to Authority after submission for fees.

Earnest money

Each tenderer shall have to deposit Rs.10,000/- by bank draft in favour of " HMS of Dhubri Medical College & Hospital" along with the tender form. Tenders without Earnest Money shall be summarily rejected. Such EMD will be refunded to unsuccessful bidder after completion of tender formalities.

Tender Processing Fee

Tender Processing Fee of Rs. 2000/- (Rupees Two Thousand only) in the form of a Demand Draft issued in favour of or assigned to "HMS of Dhubri Medical College and Hospital" and payable at Dhubri branch of UCO Bank will be required to be tendered by the bidder. The tender, if not, accompanied by Tender Fee will be liable to be summarily rejected. Payment will be approved only after physical receipt of the Tender Fee proof in original. The Tender Processing Fee is non-refundable.

Security Deposit

The successful bidder has to deposit an amount equivalent to the monthly rent of 3 months as security deposit in the bank account of HMS of Dhubri Medical College & Hospital. The same amount without any interest is refundable after the successful expiry of contract period.

Signing of Agreement

The Successful bidder will be required to execute an agreement on 100/- (Rs. One Hundred Only) Stamp Paper within a period of 7 days from the date of issue of "Work Order/LOA". The cost/expenditure for this purpose is to be borne by the successful bidder.

Surrender

The contractor may surrender the contract by giving one month notice in writing, provided: -

- (i) The contract has been in force for at least four months i.e. no surrender notice is permissible during the initial four months of the contract period.
- (ii) The surrender notice shall not be valid unless up to date dues, including those for the notice period, are paid up on the date of surrender notice;
- (iii) In case the contractor wants to withdraw the surrender notice, he/she may do so by giving a request in writing, provided the request has been received before commencement of the process for re-tender of the contract and upto date dues including interest, if any, as may be decided by DMCH towards the same have been duly deposited in the Authority.

User charges

Agency shall be entitled to levy Rs. 5/- for urination and Rs. 10/- for using lavatory/bath.

Responsibility of the contractor

For any damage to the foot-paths, tiles, curb-stones, central verge or any other ancillary structures, construction/ maintenance/ operation of the toilet blocks, including supporting structure, the contractor will be held responsible who shall have to make good said damage, as per existing specifications, at its own cost.

Termination of Contract

The DMCH authority reserves the right to terminate the contract for breach of any of the terms and conditions of allotment, after providing due opportunity of hearing to the contractor. Notice period one month.

Technical Information

Annexure – I

Sl.No.	Particulars	
Part – I : Bidder Information		
1	Name of Firm/Company/Individual	
2	Official Address With Contact No.	
3	Name and mobile number of a key person, who can be contacted at any time	
Part- II : Documents submitted		
4	Earnest Money Deposit of Rs.10,000/- (Rupees Ten thousand)	DD. No..... Rs..... Dt.....
5	Non- Refundable Tender Processing Fee of Rs.2000/- (Rupees Two thousand)	DD. No..... Rs..... Dt.....
6	Each page of NIT and its Annexure are signed as acceptance of Terms & Conditions.	Enclosed at Page :
7	Experience Certificate of similar type of work (if any)	Enclosed at Page :
8	PAN	Enclosed at Page :
9	Photo ID/Passport/Driving License	Enclosed at Page :
10	AADHAR	Enclosed at Page :
11	Undertaking Annexure-II	

SIGNATURE
NAME & DESIGNATION
DATE
NAME & ADDRESS OF THE BIDDER

:
:
:
:

UNDERTAKING BY BIDDER
Annexure – II

To,
The Principal Cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri-Assam

Tender No.
For Supply of

Sir,

1) I, Sri..... on behalf of
M/s..... having registered office at
....., do hereby declared that I have gone through the terms and conditions
mentioned for the above and undertake to comply with all tender terms and conditions. The rates
quoted by me/us are valid and binding on me/us for acceptance from the date of award of contract
to us.

2) We agree to the conditions of the tender under which the Earnest Money Deposit and
Security Deposit shall be forfeited.

3) The Tender Inviting Authority has the right to accept or reject any or all the tenders
without assigning any reason.

4) We understand all the terms & conditions of the contract and bind myself/ourselves to
abide by them.

5) We hereby declare that there is no vigilance/CBI or court case pending/contemplated
against us at the moment.

SIGNATURE	:
NAME & DESIGNATION	:
DATE	:
NAME & ADDRESS OF THE BIDDER	:

Price Schedule
Annexure-III

SL No	Name of Work	Monthly rent offered in INR (to be quoted in both figures and words)
01.	Annual Maintenance and running Pay and Use Toilets – 2 Nos at Dhubri Medical College & Hospital	

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE BIDDER :