



उप क्षेत्रीय कार्यालय,
कर्मचारी राज्य बीमा निगम,
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
क0रा0बी0 चिकित्सालय, द्वितीय तल,
पाण्डेयपुर, वाराणसी,
ई-मेल-sro-varanasi@esic.nic.in

Re-E-TENDER NOTICE FOR HOLIDAY HOME AT VARANASI

Re-E-Tender in Two Bid System i.e. Technical bid and Financial bid, through "E" procurement solution are invited from agencies for holiday home services at Varanasi for a period of 2 years under two bid system and it can be extended further for a period of one year subject to satisfactory performance on the same rate terms and conditions .

Detail Tender Documents are available on line from 14/03/2019 (<https://esictenders.eproc.in>)

The tender document can be downloaded from Central Public Procurement Portal <https://esictenders.eproc.in/> from 14/03/2019 to 22/04/2019 till 5 pm

The interested tenderer should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their technical & price bids on the <https://esictenders.eproc.in>, latest by 22/04/2019 till 5 pm. The technical bids will be opened online on 23/04/2019 at 11:00 am.

Tender document is also available for viewing on the website of Employees State Insurance Corporation i.e. www.esic.nic.in

Deputy Director(I/c)

Schedule of re-e-tender notice:-

Date & time of issue/publishing of Bid Document : 14/03/2019

Last date & time for receipt of tenders : 22/04/2019 till 05:00 pm

Date & Time for opening of Technical Bids : 23/04/2019 11:00 am

Date & Time for opening of Financial Bids will be intimated by the department later on.

Place of opening the Tenders : Dy Director (I/c) Chamber at sub Regional office, Employees State Insurance Corporation, ESIC Hospital Building (2nd floor) Pandeypur, Varanasi, PIN-221002

Bid Validity period: 180 days



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Subject:-PROVIDING HOLIDAY HOME AT VARANSI

1. INVITATION TO BID

1.1 Sealed tenders, under Two Bid system (Technical and Financial) are invited for providing Holiday home at Varanasi for Two Double Bedrooms for Two years which can be extended further if mutually agreed.

2. PROCEDURE FOR SUBMITTING THE TENDER

2.1 Two bid system, i.e. Technical Bid and Financial bid would be adopted.

2.2 The Technical Bid shall consist information pertaining to the technical qualification of parties.

2.3 Technical Bid will be opened first for assessment of technical qualification and competence of the parties.

2.4 Financial Bid shall be opened of only those parties, who are found successful in the process of technical assessment by this office.

2.5 Technical Bid and Financial Bid should be put in 2 separate envelopes superscribing as "TECHNICAL BID" and "FINANCIAL BID" on each envelope and sealed (not stapled).

- 2.6 Both sealed envelopes, containing Technical Bid and Financial Bid may be put in a third envelope and sealed (not stapled). This envelope shall be super scribed as "QUATATION FOR HOLIDAY HOME AT VARANASI."
- 2.7 All the three envelopes must bear the name and address of the party and addressed to the DD (I/c) ESIC SRO VARANSI 2ND FLOOR ESI HOSPITAL BUILDING, PANDEY PUR VARANSI-221002
- 2.8 Technical bid shall opened at our office on 23.04.2019 at 11.00 am or on the next working day if it is declared as closed day due to any circumstances in the presence of such tenderer or their authorized representatives who may like to present.
- 2.9 Date of opening of Financial Bid shall be communicated separately to qualified bidders.

3. DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID FOR ASSESSMENT.

- 3.1 Document for authenticating the premises and ownership.
- 3.2 PAN No. issued by the Income Tax Department for the purpose of TDS.
- 3.3 G.S.T. Registration No. issued by the G.S.T. Commissioner.
- 3.4 Details of other parties to whom Holiday Home services are/were being provided, in the proforma for providing required information, as enclosed at Annexure-I
- 3.5 Proforma pertaining to "yes/no" for the required documents at Annexure-II may be completed and submitted.
- 3.6 Proforma pertaining to yes/no for the facilities available at Annexure-III may be completed and submitted.
- 3.7 Each and every page of the tender document should be signed and submitted along with other documents.

4 DOCUMENTS TO BE SUBMITTED WITH FINANCIAL BID.

Proforma at Annexure-IV may be completed for submitting the Financial Bid and submitted in a separate sealed envelope.

5 TERMS AND CONDITIONS

- 5.1 The party shall provide two double bed rooms for Holiday Home for ESIC in Varanasi on Monthly Rental basis. The size of each room should not be less than 150 sq feet.
- 5.2 The Holiday Home shall be, in a decent location with greenery around and easily approachable.
- 5.3 The agreement shall be entered into for a period of two years initially, which may be extended for one year period, if services are found satisfactory.
- 5.4 Each bedroom shall be provided with cupboard (with Min 6 hangers).
- 5.5 Each bedroom shall be provided with proper amenities like sofa and other furnishing, teapot, dressing table with stool, dustbin, etc.
- 5.6 Each bedroom shall be provided with TV (LCD/LED) with remote and dish connection.
- 5.7 Each bedroom shall be provided with Air Conditioner.
- 5.8 There shall be provision for one extra bed.
- 5.9 Each bedroom shall have one exclusive bathroom.
- 5.10 Each bathroom shall have a toilet.
- 5.11 Each bathroom shall have geyser(ISI Mark), buckets, mugs, floor mats, dustbin, soap, hand wash, shampoo etc.
- 5.12 Water & Electricity shall be supplied 24 hours throughout the year.
- 5.13 There shall be a caretaker/Staff who would also maintain the register for recording the stay of ESIC officials and their families in the allotted rooms.

5.14 The cost of the caretaker/staff would not be borne by ESIC.

5.15 Necessary arrangements for locking and opening of the rooms shall be made.

5.16 Arrangements are to be made to get the room cleaned every day.

5.17 The linen of beddings is to be changed once in two days.

5.18 Curtains are to be cleaned periodically.

5.19 The rooms held by ESIC shall not be normally allotted to use by anyone except ESIC employees who have been officially allotted the rooms for stay. For this purpose ESIC officials would carry an official letter. If the rooms earmarked for ESIC are allotted to any other guest, ESIC officials shall be provided similar or better rooms as substitute.

5.20 Income Tax/TDS, as per rules, shall be deducted from the bill of the party.

5.21 ESIC reserves the right to cancel the contract by giving one month's notice, if the instructions are not followed properly.

5.22 In the event of dispute, the decision of the Incharge, ESIC, SRO, Varanasi, shall be final and binding.

5.23 The Courts at Varanasi alone shall have the jurisdiction in any matter arising out of/relating to or touching this agreement.

5.24 ESIC reserve the right to accept or reject summarily any or all tender in whole or in part without assigning any reason whatsoever.

5.25 Incomplete tenders shall not be accepted.

5.26 Service Tax/GST, as applicable from time to time, shall be paid against the bill/claim.

6. SECURITY DEPOSIT

6.1 Successful bidder would be required to deposit Security Deposit at the rate of 5% of the tender amount for the fulfillment of the contract. The said amount is payable by demand draft in favour of ESI Fund A/c No-1, Varanasi which will remain with ESIC for the period of contract and refundable after the period of contract. No interest shall be payable on this amount. The security deposit shall be deposited within one week from the date of acceptance of tender, failing which ESIC reserve the right to cancel the acceptance of tender. In the event of any breach of terms and Conditions of the contract, delay, default or any type of lapse on the part of contractor, the contract shall be terminated without assigning any reason and the security deposit will be forfeited by ESIC.

7. The bid shall remain valid for 180 days from the date of opening of Technical Bid.

ANNEXURE-I

Details of other parties to whom Holiday Home services are/were being provided.

| Sl.No. | Name and address of the organization | Period of contract | Whether Govt/Semi Government/MNC |
|--------|--------------------------------------|--------------------|----------------------------------|
| | | | |

Note-1. Supporting documents must be enclosed.

2. If Holiday home services are not being provided to any one please write "NIL" on the above table.

Signature of tenderer with date
Name
Seal

ANNEXURE-II**Proforma of compliance to the requirements of tender**

| S.N. | Description of requirement | Yes/No | Page No. |
|-------------|---|---------------|-----------------|
| 1 | Document for authenticating the premises and ownership/Lease | Yes/No | |
| 2 | Details of PAN No. proof enclosed | Yes/No | |
| 3 | Registration certificate of Service Tax/GST enclosed | Yes/No | |
| 4 | Proforma containing details of other parties to whom Holiday Home services are/were being provided filled and all supporting documents enclosed vide Annexure-I | Yes/No | |
| 5 | Description of Holiday Home as per Annexure-III | Yes/No | |
| 6 | Financial Bid proforma as per Annexure-IV completed and sealed in a separate envelope-enclosed | Yes/No | |
| 7 | List of arbitration cases, if any enclosed | Yes/No | |
| | | Yes/No | |

Signature of tenderer with date

Name

Seal

TECHNICAL BID

| S.N. | Description of Holiday Home at Varanasi | Yes/No |
|------|---|--------|
| 1 | Providing Two Double Bed Rooms (please mention size of room) (Not less than 150 Sq Feet) | |
| 2 | Bed Room with sofas and other furnishings | |
| 3 | Each bedroom shall be provided with cupboard with at least six hangers. | |
| 4 | Each bedroom shall be provided with teapot. | |
| 5 | Each bedroom shall be provided with TV (LCD/LED) with remote and cable/dish connection | |
| 6 | Each bedroom shall be provided with Air Conditioner (Minimum 1.5 Ton) | |
| 7 | Provision for one extra bed | |
| 8 | Two Blanket for Each Bed Room | |
| 9 | Exclusive bath cum toilet for each bedroom | |
| 10 | Bathroom have provision for geyser (ISI Mark), buckets, mugs, floor mats, dustbin | |
| 11 | 24 hours water and Electric supply throughout the year | |
| 12 | Caretaker availability | |
| 13 | Room cleaning every day, The bedroom has one dustbin Telephone/Intercom facility for room service with connection to reception desk | |
| 14 | Clean Bath towels as per requirement | |
| 15 | Toilet soap, Hand wash, Shampoo | |
| 16 | One Dressing table with stool | |
| 17 | At least one jug with two glass tumbler and glass lid | |
| | | |

Signature of tenderer with date

Name

Seal

FINANCIAL BID

| Description | Amount (Rs.) |
|---|-------------------------|
| Monthly rent of Holiday Home for Two Bed rooms (with all facilities mentioned in technical bid) (Including electricity, water and caretaker charges and other applicable charges, but except Service Tax/GST, which shall be paid as per applicability on claim/bill.) | |

(Amount in words Rupees

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.....)

We agree to abide by the terms and conditions as stipulated in the Tender document.

Signature of the Tenderer:

Seal:

Important Instructions for Bidders regarding Online Payment

All bidders/contractors are required to procure Class-III B Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the E-Tenders.

Bidders should get Registered at <https://esictenders.eproc.in>.

Bidder should add the below mentioned sites under Internet explorer—Tools—Internet Options—Security—Trusted Sites—Sites of Internet Explorer:

<https://esictenders.eproc.in>

<https://www.tpsL-india.in>

<https://www4.jpg-online.com>

Also, Bidders need to select “Use TLS 1.1 and TLS 1.2 under

Internet Explorer—Tools—Internet Options—Advanced Tab—Security.

Bidder needs to submit Bid Processing Fee charges of Rs 2495/- (non-refundable) in favour of M/s C1 India Pvt. Ltd., payable at New Delhi via Online Payment Modes such as Debit Card, Credit Card or Net Banking for participating in the Tender.

Bidder can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>