

GUJARATSTATEDISASTERMANAGEMENTAUTHORITY(GSDMA)

Block 11,12, 5thFloor, UdyogBhavan, Sector – 11,Gandhinagar

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**TENDER FOR SELECTION OF AGENCY FOR HOUSEKEEPING WORKS IN
SMRITIVANEARTHQUAKEMEMORIAL,BHUJ,GUJARAT**

ISSUEDBY:

GUJARATSTATEDISASTERMANAGEMENTAUTHORITY(GSDMA)O

N

Date:13th FEBRUARY, 2019



Gujarat State Disaster Management Authority

egd. Office: CHH Road, Sector 11, Gandhinagar Gujarat –
382017.

Website: - www.gsdma.org;

NOTICE INVITING e-Tender

SUB: “TENDER FOR SELECTION OF AGENCY FOR HOUSEKEEPING WORKS IN SMRITIVAN EARTHQUAKE MEMORIAL, BHUJ, GUJARAT”

Gujarat State Disaster Management Authority (GSDMA) invites interested parties to participate in this Request for Proposal (this “**Tender**”) for bidding and selection process for the appointment of Contractor for “Tender for selection of agency for Housekeeping works in Smritivan Earthquake Memorial” (the “**Project**”).

Tender Documents may be downloaded from Website <https://gsdma.nprocure.com>. For view download and any other updates regarding this Tender, kindly check www.gsdma.org. Tender Fee & EMD shall be paid along with online submission of Tender Documents shall be submitted before the due date along with the original documents. All the relevant documents of the Tenders shall also be submitted physically by Registered Post A.D. or Speed Post in hand by authorized person only which shall be addressed to: **Chief Executive Office** superscribing the envelop with Tender No. and Description. “NO COURIER SERVICE shall be considered for submission of tenders.

TABLE A: IMPORTANT DATES

Department Name	:	Gujarat State Disaster Management Authority (GSDMA)
Inviting Bid/Bid Opening Authority	:	CEO GSDMA, Gujarat State Disaster Management Authority (GSDMA), Udyog Bhavan, Sector-11, Gandhinagar. Gujarat
Name of Work	:	Selection of agency for Housekeeping works in Smritivan Earthquake Memorial, Bhuj
Period of Contract	:	Approx. 12 months from Contract Signing
Tender Currency Type	:	Single
Tender Currency Settings	:	Indian Rupee (INR)
Joint Venture \ Consortium	:	Not Allowed
Amount Details		
Bid Document Fee	:	Rs.5000/- in form of Demand Draft of Nationalized Bank and HDFC/AXIS/ICICI bank
Bid Document Fee Payable to	:	Non refundable by Demand Draft in favor of “Gujarat State Disaster Management Authority (GSDMA)”
Bid Security /EMD (INR)	:	Rs. 1.50 lakhs
Bid Security/ EMD in favour of	:	(Rupees One Lakh Fifty Thousand Only) byDD in favor of “Gujarat State Disaster Management Authority (GSDMA)” from any Nationalized Bank
Tender Dates		
Bid Document Downloading Start Date	:	13/02/19 at 16.00 hrs.
Bid Document Downloading and online submission Date	:	07/03/19 at 16.00 hrs
Pre Bid Meeting	:	At 14:00 Hrs on 19th February 2019 at the below mentioned address: GSDMA office, 5th Floor, Block 11, Udyog Bhavan, Sector-11, Gandhinagar, Gujarat A query may also be raised on email address – santosh.gsdma@gmail.com on or before 19 th Feb 2019
Last Date & Time for Receipt (Submission) of Technical Bid	:	07/03/19 at 16.00 hrs
Date of Tender opening (Preliminary tech stage)	:	07/03/19 at 17.00 hrs
Date of Presentation	:	To be informed to Preliminary Tech Qualified Bidder
Financial Bid Opening	:	To be Declared later
Submission of certain documents, etc.	:	Submission of EMD, Tender fee, Technical Bid and other Documents till 07/03/19 at 16.00 hrs. in the office of CEO GSDMA, Gujarat State Disaster Management Authority (GSDMA), Udyog Bhavan, Sector-11, Gandhinagar. Gujarat
Phone	:	07923259220

Note: The above mentioned dates are subject to amendment, in which case the amendment shall be intimated through web only

General Terms and Conditions

- (1) Bidders can download the tender document free of cost from the website.
- (2) Bidders have to submit Price bid in Electronic form only on nprocure website till the last date & time for submission.
- (3) Price bid offers in physical form will not be accepted in any case.

Bidders who wish to participate in online tenders will have to procure/ should have legally valid Digital Certificate as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any of license certifying Authority of India or can contact (n)Code Solutions – A division of GNFC Ltd., who are licensed Certifying Authority by Govt. of India.

All bids should be digitally signed. The bidder should contact at below mentioned address for Free vendor training camp will be organized every Saturday between 4.00 to 5.00 PM at (n) Code Solutions – A Division of GNFC Ltd. Bidders are requested to take benefit of the same.

(n) Code Solutions

A Division of GNFC

301, GNFC Infotower, Bodakdev, Ahmedabad –380 054 (India) ,Tel: +91 26857316/ 17/ 18, Fax: +91 79 26857321, E-mail: nprocure@gnvfc.net

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IMPORTANT NOTE TOBIDDERS:

Timely Submission of offer to GSDMA: In addition to bids submitted online, all the relevant documents as per requirement of the Tenders shall also be submitted physically along with the proof of Tender Fee and EMD in sealed covers so that the same is received in this office on or before the due date and time. All such documents should be strictly submitted by RPAD/speed post or in person by authorized personnel from bidder only. Otherwise the offer will not be considered and no any further communication in the matter will be entertained. **Please note that Price Bid is not to be submitted in physical form.**

Not tenders shall be accepted in any case after due date and time of receipt of the Tender, irrespective of delay due to postal services or any other reasons and GSDMA does not assume any responsibility for late receipt of the Tender.

1. All interested parties are requested to understand this Tender in detail in order to comply with GSDMA's requirements including but not limited to the fees and deadlines, selection criteria, selection methodology, scope of work, and minimum technical standards. They shall be strictly abide by ALL terms prescribed in this Tender and provide accurate information to the best of their knowledge without misleading the Company to be considered for participation in this Project.
2. It is mandatory for all the bidders to submit their Financial Bid ONLINE only via e-tendering portal.
3. Bid in THREE (3) copies (1 Original + 2 Copies) shall be sent in Sealed Envelopes containing copies of bid.
4. All the envelopes should be addressed to: Chief Executive Office Gujarat. Complete postal address of the bidders should appear on all the envelopes so that it is possible to find out whose bid it is without opening the envelope.
5. Tender Fee and EMD shall be submitted in separate envelope.
6. Tender fee (non-refundable) will be accepted by DD drawn in favour of the **Gujarat State Disaster Management Authority** payable at Gandhinagar. Tenders submitted without tender fee will not be accepted. The envelope for tender fee should be superscribed as "Tender Fee" through DD only. Cheques are not acceptable.
7. **It is mandatory for all bidders to submit their PRICE-BID only through online (e-**

tendering).Price bids submitted in physical form will not be considered for its opening and only online submitted price bid will be considered for evaluation. Bidder should note that Price Bid of the online bidders shall be opened (Online/e-tendering) who is found technically qualified and is found responsive to GSDMA's tender terms and conditions and Scope of Works.

8. All the Bidders shall fulfill the pre-qualification criteria as stipulated in RFP Document.
9. Any technical/commercial query pertaining to this Tender should be referred to:

santosh.gsdma@gmail.com

Alternate Contact Details:

info@gsdma.org

For quoting the bids, Bidders need to have the Digital Signature Certificates from either of the following agencies. **(DSC as per Category- II).**

10. **Tender Documents (PDF Format) can be downloaded from Web site:**
<https://gsdma.nprocure.com>, www.gsdma.org.

11. .

GSDMA reserves the right to accept/reject any or all tenders without assigning any reason thereof. Bidders are requested to be in touch with above-mentioned websites till opening of the price bid to know the latest status.

Yours faithfully,

For and behalf of Gujarat State Disaster Management Authority,

GSDMA, Gandhinagar

--- End of Section ---

About GSDMA

Immediately after the 26th January 2001 earthquake, Gujarat State Disaster Management Authority (GSDMA) was established and registered as a „Society“ under the provisions of the Societies Registration Act and the Bombay Public Trust Act on 8 February 2001. GSDMA was initially mandated to implement the gigantic task of rehabilitation and reconstruction programme in the earthquake affected areas of the State and simultaneously act as a nodal agency to plan and implement pre-disaster preparedness and mitigation activities including training and capacity building of all the stakeholders involved in disaster management. After the passage of Gujarat State Disaster Management Act – 2003, the Society constituted earlier as GSDMA was dissolved under Section 49 of the Act, and the Statutory Authority under Sub-Section 1 of the Section (6) came to an existence with effect from 1st September, 2003.

About SMRITIVAN

The earthquake of January 26th, 2001 that took the lives of almost 14000 people and ravaged the lives of countless more exemplifies the latter. Thus keeping the dead in good memory, through the celebration of life itself is an excellent way of commemorating those that have left us.

The Smritivan Earthquake Memorial in Bhuj, dedicated to remember the victims of the 2001 earthquake. It celebrates the departed souls by creating the beginning of the journey of life once again. It proposes to transform landscape of Bhujio Dungar ecologically, using the natural resources and topography at hand, into a place of physical, spiritual and symbolic meaning for generations to come.

SUNPOINT

The Sun, is the source of energy that sustains and unifies all life on earth. The Sun Point at Smritivan, at a height of 55m, offers a vantage view of the Sun’s journey from sunrise to sunset at the horizon, together with a panoramic view of Bhuj city by day and night.

At the centre of the Sun Point is a sundial set on a raw vein of rock exposed to the stars, marking the flow of time and a place where sound echoes and resonates connecting us to the primordial sound of the universe. The circular arc at Sun Point creates the visual effect of a sky dome and delineates a symbolic boundary between heaven and earth. The arc also has summer and winter solstice markings which mark the Sun’s journey across the year.

CHECKDAMS:

Smritivan has a network of over 84 integrated check dams (only 50 already constructed check dams will be housekeeping agency scope), along the gradient of the Bhujio Dungar, that act as reservoirs to collect and conserve the run-off rain water. The idea of democracy and plurality is reflected in the choice of building numerous small reservoirs instead of one or two

large reservoirs. The check dams are made of gabions which are entirely without mortar allowing water to dissipate into the ground slowly, thus allowing it to recharge the ground water table and the root system of the trees to draw upon it. These leaking check dams are then linked seamlessly to one another by paths to arrest overflow and form a watershed that will harvest rain water to serve Bhujio Dungar.

PATHWAYS:

The network of pathways across Smritivan are lined up with various kinds of native shrubs, trees and other natural vegetation and also have resting spots at regular intervals. The pathways symbolically represent the journey of life which is based on two intertwined paths—one, of the families of the victims who come to this garden of life as pilgrims in remembrance of their loved ones; and the other—the path sustenance of these trees that represent new lives, in the hilly, arid region in an earthquake zone of Gujarat.

FORT WALL:

Smritivan is set against the backdrop of an existing fort and bastion wall running atop the Bhujio Dungar. The Fort Wall was built between 1715-1741 AD for the defence of the city by Rao Godji I, Maharao Deshalji, rulers of Kutch State and has witnessed six battles. The Fort Wall also features the Bhujanga Naga temple at its summit point. The fort wall runs a total length of 5 km and offers a breathtaking view of Bhuj's entire city skyline. The Fort Wall, as a part of Smritivan has been repaired, restored and beautified and can be viewed as a symbol of courage and resilience in the people of Kutch, who have rebuilt the city of Bhuj from its ruins after the earthquake of 2001.

AMENITIES BLOCKS (3 Numbers):

Phase 1 of Smritivan Project has a total of 3 Amenities Blocks for the convenience of visitors. Each Amenity Block comprises an Orientation Centre for audio-visual induction for visitors, Food Cafeteria, Toilets, Drinking water, Mobile Charging station, Wifi network, CCTV, Storage and Changing rooms, Food Vending Machine etc. 8 more such Amenities blocks will come up in Phase 2 of Smritivan project.

VICTIMS' NAME PLATE:

Smritivan's central purpose is to commemorate the 14000 people across Gujarat who had become hapless victims of the devastating earthquake in Bhuj on 26 January, 2001. The names of the victims from various villages and cities have been inscribed on name plates lined across the gabion structures of the check dams. The families, relatives and friends of the deceased will be able to pay their homage and tribute to honour the memory of the departed souls. Symbolically, the victim's name plates will ensure that for posterity their names shall not be forgotten.

--- End ofSection---

GENERAL CONDITIONS

1.0 Technical Bid: Bidders shall submit physically their bids in TWO SEPARATE PARTS (stated herewith as part – I and Part – II) in sealed envelopes super-scribed with due date, time, project and nature of bid). **Bidder has to submit hard bound document duly numbered. Loose documents shall be outrightly rejected.**

PART-I: Bid Security and Price of the Tender Document in a separate sealed envelope superscripted with the Tender Document number. Please enclose EMD of **Rs. 1,50,000/-** and Price of one copy of the Tender Document of **Rs 5000/-** in form of Demand Draft drawn in favour of **“Gujarat State Disaster Management Authority (GSDMA)”** payable at Gandhinagar.

PART-II: Original and two copies of TECHNICAL BID complete with all technical and commercial details **except the prices**. Original printed document shall be considered as authentic.

Note: **Filling up prices in Part II will render the Bidder disqualified.**

The envelopes containing Part-I and Part-II of offer should be enclosed in a larger envelope duly sealed. The enclosed CUT-OUT Slips shall be filled and pasted on the envelopes. All pages of the offer must be signed.

2.0 Financial Bid: **Bidder shall submit the FINANCIAL BID online through www.nprocure.comonly.**

3.0 Services offered should be strictly as per specifications mentioned in this Tender Document. Please spell out any unavoidable deviations, article-wise, in your bid under the heading “Deviations”.

4.0 Once quoted, the Bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.

Yours faithfully,

For and on behalf of

CHIEF EXECUTIVE OFFICER
Gujarat State Disaster Management Authority (GSDMA)
Block No. 11, 5th floor, Udyog bhavan, Sector 11,
Gandhinagar – 382 017.

INSTRUCTIONS TO BIDDER

ARTICLE-1: DEFINITIONS

In this document, unless the context specifies otherwise, the following words and phrases shall mean and include:

- 1) **“Agreement”** means the document signed by the GSDMA and Bidder that incorporates any final corrections or modification to the Tender and is the Legal document binding both the parties to all terms and conditions of the Contract. If required by the authority, the said agreement will be signed between the bidder and Gujarat State Disaster Management Authority (GSDMA) with the same implications under this tender.
- 2) **“Bid”** means the complete bidding document submitted by the Bidder to the Chief Executive Officer, GSDMA and shall include any corrections, addenda and modifications made therein.
- 3) **“Bidder”** shall mean a corporate entity or a society or a corporation or a firm eligible to participate in the Tender in the stages of Pre-qualification, Bidding process and shall include the successful Bidder during the currency of the Contract.
- 4) **“Proposal”** means all documents and information submitted by an Applicant supporting its bid to provide the Services to GSDMA, as required under this tender document.
- 5) **“Contract Period”** shall mean entire term of the contract as indicated in the Article 1, Chapter IV.
- 6) **“Contract”** shall include the Terms of Reference as outlined under Chapter III within time limits indicated under Article 1, Chapter IV in accordance with the terms and conditions of the Agreement.
- 7) **“Corrupt Practice”** means the offering, giving, receiving or soliciting of any thing of value, pressurizing to influence the action of a public official in the process of Bidder selection and Contract execution.
- 8) **“Authority”** shall mean Gujarat State Disaster Management Authority (GSDMA), Government of Gujarat for this purpose.
- 9) **“Operator or Agency”** shall mean successful bidder shortlisted and allotted this work
- 10) **“Operator’s Equipment”** shall mean all equipment, instruments, tools, machinery and other appliances and things of whatsoever nature required for the fulfillment of the Contract or of the Operator’s Obligations, but not including those items which are intended to form, or which form part of the Facility.

- 11) **“Defects Liability Period”** shall mean the Defects Liability Period from date of inaugurations of the facilities up to the success full completion of event, during which the selected agency shall undertake the responsibilities, and have the liability for the facility.
- 12) **“Facility”** shall mean the entire system to be designed and constructed in accordance with the provisions hereof, including pathways, toilets, structures, ramps, pits, pipes, fencing, lighting, testing and analysis equipment, tools, safety equipment, plant machinery, supplies, instruments and inventory incorporated therein, as well as all open areas within the site, and including any additions, modifications, alterations, replacement and repairs as may be made thereto from time to time and items executed under this contract.
- 13) **“Site”** shall mean that specific area specified in the Bid Documents and shall include any other places as may be specifically designated by the GSDMA from time to time as forming part of the Site.
- 14) **“Local Language”** means the language declared by the concerned State Government as their official language.
- 15) **"Selection Procedure"** means the entire procedure conducted by GSDMA to select and appoint the Successful bidder for the provision of the Services pursuant to the Tender process and the subsequent negotiation, finalization and execution of the Agreement.
- 16) **“Total Accepted Tender Value”** means the final lease amount quoted covered under this Tender and agreed upon by the Bidder and Authority.
- 17) **“Professional Advisor”** shall mean the agency appointed by the Govt. of Gujarat or its body to assist in preparing conceptual layout, tender preparation, evaluation of the agency, Third Party Inspection and Quality Assurance, bill certification, and contractual matters related to appointing the bidder for venue preparation for the Event.
- 18) Selected agency shall cover overall Smritivan Memorial for housekeeping. Following major activities shall be included:
- a. Sun point
 - b. Amenities Block (3 Numbers) including washrooms, open spaces (cafeteria part housekeeping will be cafeteria Agency scope)
 - c. Pathways
 - d. Roads Connectivity inside Smritivan premises
 - e. Gate structure
 - f. Footpaths
 - g. Check dams (51 numbers)
 - h. Fort wall gallery
 - i. Museum outside premises (inside excluded)
 - j. Victims’ Name Plates

ARTICLE - 2: ELIGIBILITY CRITERIA FOR BIDDERS

The bidder shall be evaluated in two stages

A. Pre-qualification stage

B. Technical Evaluation –Presentation on Concept, Design and Methodology

The Bidder fulfilling pre-qualification criteria shall be shortlisted for Technical Stage. The bidder should be fulfilling the following preconditions and must also submit documentary evidence in support of fulfillment of these conditions while submitting the technical bid. **Bids from consortiums are not allowed.**

GSDMA reserves the right to verify the claims made by the Bidders and to carry out the capability assessment of the Bidders and the GSDMA's decision shall be final in this regard. GSDMA may, in its absolute discretion, waive any of the conditions and / or requirements in the Tender in respect of any or all of the bidders.

(A) Pre-qualification Criteria for bidders

Sr.	Pre-qualification criteria
1	<p>The bidder should have a minimum experience of three years in Housekeeping works in memorial parks, Ga considered till the last date of tender submission.</p> <p>(The GSDMA decision in assessment shall be finalized without any dispute.)</p>
2	<p>The bidder should have achieved a Minimum Annual Average Financial Turnover of Rs. 50 lakhs from services o three financial years (i.e. 2015-16, 2016-17 and 2017-18)</p>
3	<p>The bidder should have registered in any local government authorities (Govt. of Gujarat- R&B or any municipal c authorized by Govt of Gujarat or GOI)Thebiddersshallhavetoprovide PAN no. underincometaxact,latestin andServiceTaxNumber</p>
4	<p>The bidder shall submit a Power of Attorney authorizing the Signatory of the bid to sign and execute the contrac</p>

6	The bidder shall provide a valid EMD acceptable to GSDMA. EMD of Rs. 1.50 lakhs - has to be submitted along with 5000/- through DD favoring Gujarat State Disaster Management Authority (GSDMA) payable at Gandhinagar has
7	History of Litigation and Bank Solvency Certificate
8	The bidder has to submit Self Certified letter indicating that they have not been blacklisted by any Government D
9	The bidder must have minimum employee strength of 200 people (on Pay Roll) on the day of filling the tender. Full list of employees, viz., Name, age, employee code, designation, experience in the field with the technical bid
10	Minimum 25 persons are required as manpower to be deployed for housekeeping works in Smritivan. Bidders are required to provide manpower during presentation stage. The bidders shall furnish list of personnel along with this bid, CVs (Bio-data) of personnel to be deployed for this work for the execution of the works, duly signed by the concerned person.

After prequalification review by GSDMA, selected qualified bidders (based on above criteria) will be called for technical round i.e. presentation.

B. Technical Evaluation –Presentation on Concept, Design and Methodology

The agencies fulfilling technical evaluation criteria will be shortlisted for Presentation.

The Indicative points to be covered in presentation are:

- Profile of Bidder
- Details of license/accreditations
- Understanding of the Project and scope of work
- Methodology
- Past Experience in handling similar projects.
- Proposal of Manpower requirement for the project Vs. Equipment/Technology to be used (automation Vs. Manual)
- Key Personnel for the project.
- Proposed equipment and technology for cleaning
- Dress for personnel, timings for cleaning

The bidders will have to make a presentation on the date and time intimated as aforesaid on the concept and design before the Committee for a secondary technical evaluation. Bidders will be informed about the date and time by E-mail or by Telephonic communication.

Bidder shall have to secure minimum 60 marks out of 100 in Concept Presentation (Technical evaluation) for price bid opening. Such bidder shall be called "Technically Eligible bidder" and such technically eligible bidder shall only be eligible for financial bid opening.

(B) Financial BID

- a. The evaluation will be based on **Quality Cost Based System (QCBS)**
- b. **The technically eligible bidder securing minimum 60% marks in Presentation shall be considered for opening the price bid and further process.**
- c. The Committee will evaluate the bidder by giving 60% weightage on the Quality of Concept and Design presented before it and 40% weightage to the Financial Score. All concerned details mentioned in price bid are to be supported with Annexures.
- d. Bidder shall fill up entire price bid along with final amount as part of price bid. This final amount shall be considered for further evaluation in QCBS formulae.
- e. The Technical marks obtained by bidder shall be taken as Technical score (**T**) of technically eligible bidder
- f. Comparison of Price Bid shall be done by the formula as under:

$$Sf = 100 \times Fm/F$$

Where: Sf is the standard financial score of the Price Proposal being evaluated

Fm is the lowest quoted amount per month by any bidder

F is the Price Proposal under consideration by particular bidder

- g. Based on combined marks of Technical and Financial Bid, bidder securing highest score/ranking **(H1)** will be selected and the Committee if required will further negotiate and finalize the price.

$$\text{Highest Score (H1)} = T \times 0.6 + Sf \times 0.4$$

GSDMA reserves the right to make the appointment of the Successful bidder subject to such further terms and conditions as it considers appropriate in relation to the Tender process and/or the provision of the services. GSDMA shall not be obliged to give any reason(s) for the selection and/or rejection of any Proposal or any part thereof.

GSDMA reserves the right, at any time and in its absolute discretion, accept or reject Proposals, to pursue negotiations with any number of bidders, to withdraw from negotiations with any bidder at any time and to suspend, discontinue, modify and/or terminate the Tender process at any time.

ARTICLE –3: CORRECTION OF ERRORS

Price Proposals determined to be substantially responsive will be checked by the GSDMA for any arithmetic errors. Arithmetic errors will be rectified on the following basis:

If there is discrepancy between total price bid amount and summary of total cost of all components/parts, then the following will be procedure.

- a) Where there is discrepancy between the rates in figures and in words, whichever is less shall govern.
- b) Where there is discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.
- c) If the total amount of bid quoted is less than actual summation of cost of all the components/parts as the case may be, then the total quoted amount shall govern and difference between the actual summation and amount quoted shall be considered as a discount.
- d) If total amount of bid is more than actual summation of cost of all components/parts as the case may be, then the individual cost of the components/parts shall govern and total amount shall be reduced to actual summation and it shall be considered as mistake in totaling.

However, the decision of GSDMA in this regard shall be final and binding.

The amount stated in the form of bid for Price Proposal will be adjusted by the GSDMA in accordance with the above procedure for the correction or errors and, shall be considered as binding upon the bidder. If the bidder does not accept the corrected amount of bid, its bid will be rejected, and the EMD may be forfeited in accordance with relevant clause.

ARTICLE – 4: COMPARISON OF PRICE BIDS

- GSDMA will evaluate and compare only the bids determined to be substantially responsive in accordance with relevant clause.
- GSDMA’s evaluation of a bid will take into account, in addition to the bid prices indicated in the Schedule of Prices, the following costs and factors that will be added to each Bidder’s bid price in the evaluation using pricing information available to the GSDMA, in the manner and to the extent of the requirement of the GSDMA.
 - a) If the price stated is not realistic the bid is liable to be rejected.
 - b) Compliance within the time schedule called for in the Appendix to Price Proposal within and evidenced as needed in a milestone schedule provided in the bid;
 - c) The functional guarantees of the facilities offered against the specified performance criteria of the plant and equipment; and
 - d) The extra cost of work, services, facilities etc., required to be provided by the Employer or third parties.

- GSDMA reserves the right to accept or reject any variation or deviation and other factors, which are in excess of the requirements of the bidding documents or otherwise result in the accrual of unsolicited benefits to the GSDMA, may not be taken into account in bid evaluation.
- If the bid of the successful bidder is substantially below the GSDMA’s estimate for the contract, GSDMA may require the bidder to produce detailed price analysis to demonstrate the internal consistency of those prices.

CHAPTER-II

GENERAL TERMS AND CONDITIONS

ARTICLE - 1: CHECKLIST OF DOCUMENTS COMPRISING THE BID

- 1.1 The bid submitted shall have the following documents:

Part-I

Earnest Money Deposit and Price of one copy of the Tender Document in the form prescribed in the Tender.

Part - II

1. Bid signed and sealed (with official seal) in Original (with photocopies in copy I) on all pages with all pages duly numbered.
2. A CD containing the softcopy/ **an email** of the Technical Bid and scan copy of the documents submitted.
3. In case bidder is a company- Certified copy of Certificate of incorporation for companies & Memorandum and Articles of Associations,

Or

In case the Bidder is a society- Certified copy of registration deed with objects of constitution of society

Or

In case Bidder is a corporation- Authenticated copy of the parent statute

Or

In case of Firm- Certified copy of the Registration Deed Certified copies of documents submitted, as above, must be signed and carry the seal of the authorized signatory.

4. List of present Directors/owners/executive council members/trustees/ Board members as applicable.
5. Technical Proposal elaborating the Bidders concept of the proposed Project should include the following:
 - i. All the annexure except the financial bid format shall be submitted with Technical Proposal.
 - ii. Team structure, size, capability and manpower deployment plan (Total Staffing plan including numbers) for execution of the work.
 - iii. Profiles of resources (technical personnel) proposed for the project (to be provided in the format included in **Annexure 6**). The bidder shall provide an undertaking, on a separate letter on company letter head signed by the authorized signatory, in the technical bid that all the profiles of the proposed resources are complete and accurate. In addition, each profile shall be signed by the resource (*of whom the profile is submitted*) and the authorized signatory. If the signature of the resource (technical personnel) couldn't be obtained, the authorized signatory, in each profile shall mention and certify that he has obtained the consent of the respective employee on the accuracy and completeness of qualifications and experience specified in the profile.
 - iv. Indemnity undertaking as per the format given in Annexure -10.
6. Current Service Tax/GST Return Statement for 2015-16, 2016-17 and 2017-18
7. General Power of Attorney/Board of Directors resolution/ Deed of Authority contract and all correspondences/documents thereof. Format for General Power of Attorney is given at **Annexure-2**.
8. Audited Balance sheet and Income statement duly signed by the statutory auditors and authorized signatory/ies of the Bidder for the years 2015-16, 2016-17 and 2017-18
9. Documentary evidence (signed by authorized signatory) proving that bidder fulfills the criteria as stated in **Article 2, Chapter I**.
10. Clause by clause compliance statement for the whole Tender Document including all Annexures
11. All deviations and/or non-compliance clauses shall be listed separately
12. Details in the formats as given at Annexure. (please check all the Annexures) **Part-III**

a) Financial Bid as per *Annexure – I* to be **submitted on-line only**. No deviations and/or non compliance clauses shall be allowed.

ARTICLE – 2: BIDDING DOCUMENT

2.1 Bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submits a Bid not substantially responsive to the bidding documents in every respect may result in the rejection of the Bid.

ARTICLE – 3: CLARIFICATION ON BIDDING DOCUMENTS

3.1 Bidders can seek written clarifications within 3 days from the first date of issue of the tender document, to Chief Executive Officer, GSDMA, Gandhinagar. The clarification shall be issued without any delay.

ARTICLE – 4: AMENDMENT OF BIDDING DOCUMENTS

4.1 At any time prior to the deadline for submission of bids, GSDMA for any reason, whether at its own initiative or in response to the clarifications requested by prospective bidders may modify the bidding documents by amendment.

4.2 All prospective Bidders who have received the bidding documents will be notified of the amendment through website <https://www.nprocure.com> and such modification will be binding on them.

4.3 In order to allow prospective bidders a reasonable time to take the amendment into account in preparing their bids, GSDMA, at its discretion, may extend the deadline for the submission of bids.

ARTICLE – 5: LANGUAGE OF BID

5.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and GSDMA shall be in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in English. For purposes of interpretation of the bid, the translation shall govern.

ARTICLE – 6: COST OF BIDDING

6.1 The bidder shall bear all costs associated with the preparation and submission of the bid and GSDMA will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

ARTICLE - 7: BID FORMS

7.1 Wherever a specific form is prescribed in the tender document, the bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information.

7.2 For all other cases, the Bidder shall design a form to hold the required information.

7.3 Authority shall not be bound by any printed conditions or provisions in the Bidder's Bid Forms

ARTICLE - 8: FRAUDULENT & CORRUPT PRACTICE

8.1 Fraudulent practice means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice

among bidders (prior to or after bid submission) designed to establish bid prices at artificial on-competitive levels and to deprive the GSDMA of the benefits of free and open competition.

8.2 Authority will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, contract(s).

ARTICLE - 9: LACK OF INFORMATION TO BIDDER

9.1 The bidder shall be deemed to have carefully examined all contracts documents to his entire satisfaction. Any lack of information shall not in any way relieve the bidder of his responsibility to fulfill his obligation under the document.

ARTICLE - 10 : CONTRACT OBLIGATIONS

10.1 If after the award of the contract the bidder does not sign the agreement or fails to furnish the performance guarantee within the prescribed time limit, the GSDMA reserves the right to cancel the contract and apply all remedies available to him under the terms and conditions of this document.

ARTICLE - 11: BID PRICE

11.1 The financial bid should indicate the prices in the format/price schedule given at *Annexure – I*.

Bidder shall categorically confirm strict compliance with the following stipulation in respect of their offer.

- a) Any effort by a bidder or bidder's agent/consultant or representative howsoever described to influence the GSDMA in any way concerning scrutiny/consideration/ evaluation/ comparison of the bid or decision concerning award of contract shall entail rejection of the bid.
- b) The Bidder should indicate a single consolidated rate for contract period based on the payment terms specified in the tender.
- c) Bids should be submitted directly by the bidder.

11.2 GSDMA reserves the right to seek clarification/justification from the bidder on the bid price in case GSDMA deems it necessary. Based on the justification provided by the Bidder, if GSDMA feels that the price is unrealistic/ infeasible in order to execute a project of this nature, GSDMA reserves the right to reject the said bid. The Bidders shall be governed by the decision of GSDMA.

ARTICLE - 12: BID CURRENCY

12.1 For the services required in the tender the prices shall be quoted in Indian Rupees. Payment for such services as specified in the agreement shall be made in Indian Rupees only.

ARTICLE - 13: BID SECURITY/ EARNEST MONEY DEPOSIT (EMD)

13.1 The bidder shall furnish, as part of the Bid, a bid security for the amount of **Rs. 1.50 lakhs. (Rupees One lakh Fifty Thousand Only)** in favor of **"Gujarat State Disaster Management Authority (GSDMA)"** payable at **Gandhinagar** issued by any Nationalized Bank or HDFC/Axis/ICICI bank in India in a separate envelope. Only after the confirmation of valid bid security, the Technical Bid will be opened.

13.2 No interest shall be paid on bid security.

13.3 EMD of bidders not short-listed will be refunded within 30 days from the date of declaration of short-listed bidders. If the bidder is short-listed then the security will be refunded within 30 days from the date of signing of the Agreement.

13.4 The successful bidder's bid security will be discharged upon the bidder signing the contract/Agreement, and furnishing the Security Deposit and Bank Guarantee.

13.5 The bid security may be forfeited either in full or in part, at the discretion of GSDMA, on account of one or more of the following reasons:

- a) The bidder withdraws their bid during the period of bid validity specified by them on the bid letter form.
- b) Bidder does not respond to requests for clarification of their bid.
- c) Bidder fails to co-operate in the bid evaluation process, and
- d) In case of a successful bidder, the said bidder fails:
 - 1. To sign the Agreement in time; or
 - 2. To furnish Performance Guarantee and Security Deposit

ARTICLE - 14: PERIOD OF VALIDITY OF BID

14.1 Bids shall remain valid for 150 days after the date of bid opening prescribed by GSDMA. A Bid valid for a shorter period shall be rejected as non-responsive.

14.2 In exceptional circumstances, the GSDMA the responses thereto shall be made in writing. The bid security shall also be suitably extended. A bidder granting the request is not required nor permitted to modify the Bid.

ARTICLE - 15: FORMAT AND SIGNING OF BID

15.1 The bidder shall prepare required number of copies of the bid, clearly marking each **"Original Bid"** and **"Copy of Bid"** as appropriate. **The bidder shall submit all the bid documents appropriately hard bound. If bid is submitted in loose form it shall be outrightly rejected.** In the event of any discrepancy between original bid document and the copy of the bid, the original shall govern.

15.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized to bind the bidder to the Contract/Concession Agreement. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.

15.3 The complete bid shall be without alteration or erasures, except those to accord with instruction issued by the GSDMA or as necessary to correct errors made by the bidder, in which case such corrections shall be initiated by the person or persons signing the bid.

ARTICE - 16: SEALING AND MARKING OF BID

Bidder shall submit their bids in THREE SEPARATE PARTS, out of which two parts are to be submitted in sealed envelopes super-scribed with due date, time, project and nature of bid (Bid Security, Technical) and Financial Bid is to be submitted online.

Part: I Tender Fee & Bid Security in a separate sealed envelope super scribed with the Tender Document number.

Part: II Original and 1 copy of TECHNICAL BID complete with all technical and commercial details other than price i.e. identical to part-III with prices blanked out.

NOTE: Filling up prices in Part-II will render the Bidder disqualified.

PART - III: Original FINANCIAL BID online Only with full price details.

The envelopes containing Part-I and Part-II of offer should be enclosed in a larger envelope duly sealed. The enclosed CUT-OUT Slips (Formats given below) shall be filled and pasted on the envelopes. All pages of the offer must be signed.

The outer envelope shall indicate the name and address of the bidder to enable the bid to be returned unopened in cases it is declared 'late' or the bidder has not submitted the price through online process.

16.1 If the outer envelope is not sealed and marked as required, GSDMA will assume no responsibility for the bid's misplacement or premature opening.

16.2 The Tender Fee, Bid Security and Technical bids shall be placed in separate envelopes and then placed in double envelope as explained above.

16.3 If these envelopes are not sealed and marked as required, GSDMA will assume no responsibility for the bid's misplacement or premature opening and rejection.

ARTICLE - 17: BID DUE DATE

17.1 Bid must be received by the GSDMA at the address specified in the Tender Document not later than the date specified in the bid. Late bid shall be outrightly rejected by GSDMA.

17.2 GSDMA may, at its discretion, on giving reasonable notice by fax or any other written communication to all prospective bidders who have been issued the Tender documents, extend the bid due date, in which case all rights and obligations of the GSDMA and the bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

ARTICLE - 18: LATE BID/CONDITIONAL BID

18.1 Any bid received by GSDMA after the bid due date/time prescribed in the tender document shall be rejected.

18.2 Any bid indicating conditions beyond those indicated in this tender document i.e. conditional bid shall be rejected.

ARTICLE 19: MODIFICATION AND WITHDRAWAL OF BID

19.1 The bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification included substitution or withdrawal of the bids, is received by the GSDMA prior to the deadline prescribed for submission of bids.

19.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched in a manner similar to the original bid.

19.3 No bid may be modified subsequent to the deadline for submission of bids.

19.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the bidder on the bid letter form. Withdrawal of a bid during this interval may result in the bidder's forfeiture of its Bid security.

ARTICLE - 20: OPENING OF BIDS BY THE GSDMA

20.1 Bids will be opened in the presence of Bidder's representatives, who choose to attend. The Bidder's representatives who are present shall sign a register evidencing their attendance.

20.2 The bidder's names, bid modifications or withdrawals and the presence or absence of relevant Bid security and such other details as the GSDMA at his/her discretion, may consider appropriate, will be announced at the opening.

20.3 At the pre-decided time, the GSDMA contact person shall open the Technical Bids and list them for further evaluation. The Financial Bid will be submitted online. Financial Bids shall be in custody of a designated officer for opening after evaluation of Technical Bids. Any participating Bidder may depute a representative to witness these procedures.

ARTICLE - 21: CONTACTING THE GSDMA

21.1 Bidder shall not approach GSDMA officers out side of office hours and/or out side the GSDMA premises, from the time of the Bid opening to the time the Contract is awarded.

21.2 Any effort by a Bidder to influence the GSDMA officers in the decisions on bid evaluation bid comparison or contract award may result in rejection of the bidder's offer. If the bidder wishes to bring additional information to the notice of the GSDMA, it should do so in writing.

ARTICLE - 22: BID EVALUATION

22.1 Parameters and Procedure of Evaluation

The bidder shall bid for the said work mentioned in this document. GSDMA is not bound in any manner to select any of the bidders submitting proposals or to select the bidder offering the lower price.

The bidder fulfilling the pre-qualification criteria and technical eligibility criteria mentioned in this document shall be shortlisted for presentation. **The bidder securing 60 or more marks in presentation shall be eligible for financial bid opening.**

The evaluation will be carried out on Quality and Cost Based Method. The bidder securing H1 shall be invited for further process. The bidder after clarifying any outstanding points, to finalize technical and financial arrangements and, in case of successful negotiations, may be awarded the contract and to sign a Contract Agreement. Bidders submitting the bids should clearly understand that any or all parts of their bids are liable to be part of the negotiation procedure.

Evaluation shall be carried out based on the above parameters and the data and documents provided by the Bidders in support of their claims.

The above evaluation shall be done by an Evaluation Committee decided by the GSDMA. The Committee shall determine the approach and methodology for the issues, which may arise during the above referred evaluation exercise and have not been addressed in this Tender Document. The decision of the Committee shall be final and binding on all the Bidders.

ARTICLE - 23 : GSDMA’s RIGHT TO VARY SCOPE OF CONTRACT AT THE TIME OF AWARD

23.1GSDMA may at any time, by a written order given to the Bidder make changes which include inclusion of more villages/area to be surveyed or exclusion of some villages/area to be surveyed within the general scope of contract.

23.2If any such change causes an increase or decrease in the cost of, or the time required for, the Bidder performance of any part of the work under the Contract whether changed or not changed by the order, an equitable adjustment shall be made in the Contract Price or schedule of implementation, or both, and the Contract, shall, accordingly be amended. Any claims by the Bidder for adjustment under this Para must be asserted within thirty (30) days from the date of the Bidder receipt of the GSDMA changed order.

ARTICLE - 24 : GSDMA'S RIGHTS TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

24.1GSDMA reserves the right to reject any Bid and to annul the bidding process and reject all bids at any time prior to award of Contract. Without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

ARTICLE - 25: NOTIFICATION OF AWARD & SIGNING OF CONTRACT

25.1Prior to expiry of the period of Bid validity, GSDMA will notify the successful Bidder in writing that its Bid has been accepted and send the successful Bidder the Contract Form.

25.2 Within 10 days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to GSDMA. If the successful Bidder thus selected fails to sign the contract as stipulated, GSDMA reserves the right to offer the contract to the next lowest Bidder.

ARTICLE - 26: SECURITY DEPOSIT AND BANK GURANTEE

26.1 The Performance Security amount be equal to 10 % of the **total accepted lease amount in form of Bank Guarantee** shall be provided by the bidder to GSDMA at the time of signing of Agreement and shall be issued as per the given format and shall be issued from any Nationalized Bank.

26.2 The selected bidder shall deposit **2.5% of the total accepted lease amount in the form of DD** from any Nationalized Bank (in favor of Gujarat State Disaster Management Authority (GSDMA), Gandhinagar) as a security deposit within 2 days of issuance of LOI. The security deposit shall be valid up to 150 days after completion of the work.

26.3 Without limitation to the provisions of the preceding paragraph, whenever the GSDMA determines an addition to the Contract price as a result of a change in cost and/or legislation or as a result of a variation amounting to more than 25 percent of the Contract Price, the bidder, at the GSDMA's written request, shall promptly increase the value of the performance security by an equal percentage.

26.4 The performance security shall be valid up to 150 days and which will be released after successful and satisfactory completion of the event and after getting the completion report from GSDMA/PMC Committee/Consultant.

26.5 If the Bidder fails to remit the performance guarantee the EMD remitted by him will be forfeited by the GSDMA and his bid will be held void.

26.6 Upon the successful Bidder's furnishing of performance guarantee and signing of contractual documents, the GSDMA will promptly notify all Short-listed Bidders and will refund their Bid Security.

26.7 Format of Performance Security as **per Annexure -3**.

ARTCILE – 27: FORFEITING OF SECURITY DEPOSIT/BANK GUARANTEE

27.1 If bidder fails to sign the contract /agreement within the prescribed time shall empower GSDMA to cancel the Letter of Acceptance and take appropriate action against the contract including forfeiture of the 'EMD' and black listing of the bidder

27.2The successful bidder shall be required to give satisfactory assurance of its ability and intention to complete the works pursuant to give the Contract, within the time set forth therein and according to the terms, conditions and specifications of contract. Failing to which, shall lead to forfeit of security deposit.

The security deposit maybe fortified in case of but not limited to this:

- (1) In case of complains form the tourist in regards to poor performance or non performance of facilities as mentioned in tender documents**
- (2) Failure to provide minimum number of tent as per tender document**
- (3) Non-submission of income amount to GSDMA at end of financial Year.**
- (4) In case of damage to GSDMA/Government property**
- (5) In case of Termination of Contract by GSDMA for any breach of contract mentioned in this document/agreement**
- (6) In case, the bidder does not provide royalty amount to GSDMA in time.**

ARTICLE -28: GSDMA'sRIGHT TO AWARD THE CONTRACT TO ONE OR MORE BIDDERS

GSDMA reserves the right to award the contract to one or more than one Bidder and split the order among different Bidders.

ARTICLE – 29: INSURANCE

Bidder should take the insurance of their entire employee deployed by them. The bidder should also take the insurance for the kitchen equipment, any other equipment/item brought in for providing services, as well as third party damage.

ARTICLE – 30: BIDDER AS SUBCONTRACTOR

The bidder shall not be sub-contractor of another bidder at the bidding stage.

CHAPTER – III
TERMS OF REFERENCE

ARTICLE –1: SCOPE OF SERVICES

The activities of the successful bidder would include all the necessary tasks but not limited to the following:

1. Selected agency shall cover overall Smritivan Memorial for housekeeping. Following major components shall be included:
 - a. Sun point
 - b. Amenities Block (3 Numbers) including washrooms, open spaces (cafeteria part housekeeping will be cafeteria Agency scope)
 - c. Pathways and pause points
 - d. Roads Connectivity inside Smritivan premises including footpaths
 - e. Gate structure
 - f. Security Cabins
 - g. Check dams (51 numbers)
 - h. Fort wall gallery (passage)
 - i. Museum outside premises (inside excluded)
2. Minimum 25 persons are required as manpower to be deployed for housekeeping works in Smritivan. Bidders are free to propose combination of technology and manpower during presentation stage. The bidders shall furnish along with this bid, CVs (Bio-data) of the key personnel associated and list of personnel to be deployed for this work for the execution of the works, duly signed by the concerned person
3. To ensure standards of cleanliness, hygiene and tidiness in various components in Smritivan Memorial Premises is up to the mark.
4. Daily Schedule for Cleaning works:
 - A. **Entrance Area and Building Premises including Amenities Blocks**
 - i. Wiping of the entrance gates.
 - ii. Cleaning the entire common area at a convenient time without hindering the visitor's movement which includes Sweeping, Mopping, Scrubbing and buffing.
 - iii. Periodical Wiping of the entire side walls.
 - iv. Periodic Dusting and wiping of all fixtures and furniture in.
 - v. Ensuring the shine on the signages.
 - vi. Dusting and Wiping of all the doors.
 - B. **Toilets/washrooms**
 - i. Sweeping and mopping of the floor and keeping the floor clean throughout the day.
 - ii. Mopping of all glazed tiles and keeping them clean.
 - iii. Washing of all the urinals, closets and washbasins with mild soap solution / cleaning solutions. Ensuring the shine on the mirror throughout the day by periodic cleaning using glass cleaner.
 - iv. Replace toiletries such as fresheners, naphthalene balls, hand soap, tissue papers etc. as and when required.
 - v. Clean all toilet fixtures and fittings.
 - vi. Clearing of the dustbins in the toilets periodically.
 - C. **Common Areas**
 - i. Sweeping and mopping of all the common area floors including Terrace and Dining Decks.
 - ii. Ensuring that all the glass doors are stain free and shining throughout the day by using standard make cleaning solutions.

- iii. Ensuring that all the signboards in the common areas are clean at all times throughout the day.
- iv. Ensuring that the walls and ceilings for dust, cobweb etc.
5. A comprehensive cleaning activity may be planned on days when Smritivan Memorial Park is closed for public.
6. Supervising the daily cleaning of assigned areas to the highest standards. This includes cleaning roads, pathways, check dams, washrooms, bathrooms, dustbins thoroughly, vacuuming, mopping and dusting daily.
7. Supervising on dust removing, vacuuming, shampooing and washing of floors/carpets (if any).
8. Resolving any problems or complaints when possible and ensuring management are kept informed.
9. Managing stock control and ordering system to ensure availability of stock.
10. Wearing a clean and suitable uniform and name badge all times.
11. Carrying out any other duties as may be reasonably required by management.
12. Material and equipment for cleaning shall be procured by selected agency only; client will not provide these. All responsibility of maintenance and timely changing will be agency's responsibility only.
13. Following equipment are suggested for cleaning by GSDMA, bidder shall list out these with quantifying them during presentation as proposal.

Sr.No.	Name of equipment
1	Swing Machine
2	Vacuum Cleaning Machine
3	Vapor cleaning Machine
4	Scrubber Machine (for polishing)
5	High Jet pressure Machine
6	Ladders
7	Ride-on (Floor Sweeper-Scrubber)
8	Telescopic pole
9	Scissors lift (high rise cleaning)
10	Boom Lift (high rise cleaning)
11	Others (suggested by agency 1.2.3...)

14. Agency shall render the services relating to planning, conducting, supervising, directing and managing the facilities, primarily engineering services and overall housekeeping services.
15. Agency should have considerable experience and expertise and be possessed of skilled and expert manpower and organizational infrastructure for offering advice and rendering services relating to housekeeping works.
16. Bhuj is affected by dusty wind and construction activities are ongoing at smritivan site, may result into extra efforts of cleaning; bidder should consider this while submitting bid.
17. The Agency shall work for appropriate disposal of the waste generated at the Smritivan Memorial Park. This shall involve coordination with Bhuj/Kutch Municipal Corporation. Smritivan Society may assist/advice the Agency in this regard.
18. Agency shall do Electrical fixtures cleaning including CCTV pole and cameras.
19. Agency shall do protection and cleaning of all kind of amenities in premises from animals and bird's dropping.
20. Agency shall daily clean roads from tree leaves and dust particles.

MASTERPLAN PHASE 1 OF SMRITI VAN EARTHQUAKE MEMORIAL – 178 Acres



ARTICLE-2 : SAFETY MANAGEMENT AND RESPONSIBILITIES

The bidder shall be responsible for ensuring the fitness and safety of all persons employed at work. In this regard, the supervisor must be present on site at all times of work to carry out safety audit checks to ensure safety requirements are properly observed. Smoking & Consumption of Liquor in any form is not allowed on site.

ARTICLE -3: ACCIDENTS

It shall be the sole responsibility of the contractor to adopt all the safety measures & deploy personnel who are adequately trained in safety.

- a) If any accident occurs due to operations or due to negligence on the part of the contractor's personnel it shall be the full responsibility of the Contractor.
- b) If any damage occurs to the structures/ material & equipment as well as rolling stock due to erection operations, the cost of damage will be recovered from the contractor's bill.

ARTICLE -4: ELECTRICITY, WATER & GAS

The GSDMA will provide electricity and water for housekeeping works. For charging heavy machinery to be used for cleaning shall be contractor's responsibility. If they use smritivan electricity for such purpose then that will be charged to contractor.

ARTICLE -5: STAFF AND LABOUR

A reasonable proportion of the applicant's superintending staff shall have a working knowledge of Pan India, English and/or Hindi/Gujarati/Kutchi language.

ARTICLE -6: MEASURES AGAINST INSECT AND PEST NUISANCE

The bidder shall at all times take the necessary precautions to protect all staff and labour employed on the Site from insect and pest nuisance, and to reduce the dangers to health and the general nuisance occasioned by the same.

ARTICLE -7: ALCOHOLIC LIQUOR OR DRUGS

The bidder shall not, otherwise than in accordance with the statutes, ordinances and government regulations or orders for the time being in force, impart, sell, give, barter or otherwise dispose of any alcoholic liquor or drugs, or permit or suffer any such importation., sale, gift, barter or disposal by his Subcontractors, agents, staff or labour.

ARTICLE -8: ASSIGNMENT

The bidder shall not sub-contract any part of his obligation to any third party without prior approval of the GSDMA.

ARTICLE -9: FORCE MAJEURE

Force Majeure shall mean such an Event or Circumstance or combination of Events and Circumstances which are beyond the reasonable control of the Affected Party and which the affected party could not have prevented by Good Industry Practice or by the exercise of reasonable skills and care for the purpose of discharging its obligations under the Contract. The Force Majeure will tend to have material adverse effect on the performance of- such affected party. The following shall be the events and circumstances of Force Majeure:

- a)** Act of War (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, revolution, riots, insurrection, civil commotion, act of terrorism, or sabotage
- b)** The expropriation or Compulsory acquisition or seizure of the assets of the Agency by any Governmental Instrumentality, provided that this clause shall not apply where such Act constitutes a remedy or sanction lawfully exercised as a result of a breach by the Agency of any Indian law or Indian Directive but excluding any change in law.
- c)** Act of God epidemic, lightning earthquake, cyclone, whirlwind, flood, tempest, storm, drought, lack of water or other unusual or extreme adverse weather or environmental conditions, action of the elements, meteorites, fire or explosion to the extent generated from the source external to the Agency or his assets due to reasons other than, those caused by negligence of the Parties, chemical or radioactive contamination or ionizing radiation.
- d)** Procedure for Calling Force Majeure: The affected party shall notify to the other party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 24 hours (Twenty Four hours) after the Affected Party knew, or ought reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Contract.

- e) The notice shall include full particulars of the nature of Force Majeure event, the effect it is likely to have on the Affected Party's performance of its obligations and the measures which the Affected Party is taking, or proposes to take, to alleviate the impact of the Force Majeure Event and restore the performance of its obligations. When the affected Party is able to resume performance of its obligations under this Contract, it shall promptly give the other party written notice to that effect provided that in no event shall the suspension of performance be of greater scope and of longer duration than is necessitated by Force Majeure.

The rights and obligations of the affected party shall be suspended to the extent they are affected by the Force Majeure. GSDMA shall not be liable to make any payments to the Agency for it being affected on account of Force Majeure.

GSDMA reserves the right to terminate the contract if the Force Majeure continues for more than 15 (Fifteen) days at a stretch.

ARTICLE -10: ARBITRATION

- (a) If a dispute of any kind whatsoever arises between the GSDMA and Bidder in connection with, or arising out of, the Contract or the execution of the service or after their completion and whether before or after the repudiation or other termination of the Contract, including any disagreement by either party with any action, inaction, opinion, instruction, determination, certificate or valuation of the Engineer, the matter in dispute shall be settled by arbitration in accordance with the Indian Arbitration and Conciliation Act, 1996 or any statutory amendment thereof.
- (b) Arbitration proceedings shall be held at Gandhinagar and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- (c) The decision of the majority of arbitrators shall be final and binding upon both parties. The expenses of the arbitrators as determined by the arbitrators shall be shared equally by the GSDMA and the bidder. However, the expenses incurred by each party in connection with the preparation, presentation, etc., of its case prior to, during and after the arbitration proceedings shall be borne by each party itself.
- (d) All arbitration awards shall be in writing and shall state the reasons for the award.

CHAPTER – IV
SPECIAL TERMS AND CONDITIONS OF CONTRACT

ARTICLE - 1: CONTRACT PERIOD

The contract period shall be from the date of signing of the Agreement to 28th February, 2019. The GSDMA may extend the contract, if required depending upon the performance as well as requirement.

The bidder can start mobilizing his resources after depositing the bank guarantee amount but not later than 3 days of issuance of Letter of Intent for timely implementation of event. The GSDMA reserve the right to change space area to be allotted, menu, level of services. It also reserves the right to reject the tender without assigning any reason. The GSDMA also reserve the right to suspend the operations/cancel the work order for any administrative reasons not assigned to bidder's performance. Of course the same shall be done by giving atleast one month notice and in due consideration of bidder's submission.

ARTICLE -2: BIDDER'S OBLIGATION AND RESPONSIBILITY

The prospective bidders are advised to visit the venue at their own cost and understand various aspects of the operations before bidding for the tender.

- Bidder shall appoint an authorized person not lower than the rank of Manager as **“Coordinator”** to co-ordinate with the Authority in all matters related to Service Provider for the successful implementation and operation of the project and to be responsible for all necessary exchange of information.
- Bidder shall provide all assistance to the Authority representative/s as they may reasonably require for the performance of their duties and services.
- Bidder shall appoint, supervise, monitor and control the activities of suppliers under their respective agreements as may be necessary.
- Bidder shall be responsible for all statutory obligations/ liabilities like Salary, ESI, PF, Personnel Insurance, etc. The service provider shall abide by all rules & regulation from time to time such as Minimum Wages Act, Labour Laws etc. for the manpower employed by it.
- Bidder shall employ at their own cost and expenses sufficient and competent staff with adequate background training and experience as may be reasonably required for the fulfillment of the Service provider's obligations under the agreement and shall give their professional expert guidance and supervision to the work. If in the opinion of the Authority any staff or supervisor of Service provider is found unsuitable, the Service provider shall be liable to change the staff/ supervisor forthwith. The list of canteen staff should be shared with the GSDMA along with details of address, telephone number etc., and should be updated on a regular basis.
- Bidder shall indemnify Authority against all the losses, injuries and any kind of damage arrived due to its activities.
- Bidder will not deploy any manpower that is ailing from any contagious disease.
 - Bidder shall verify the character & antecedent of manpower to be deployed at the venue and submit the self certified list for the same

ARTICLE - 3: GSDMA'S OBLIGATION

GSDMA shall appoint an authorized person as ‘Coordinator – GSDMA to coordinate with the Bidder in all matters related to project for the successful execution of the work and to be responsible for all necessary exchange of information required.

ARTICLE - 4: PENALTY

Failure in execution of services under the scope of the Contract due to the reasons attributable to the selected bidder, GSDMA shall have the right to make the deductions as per following;

For Services: Whenever and wherever it is found that the cleanliness/work is not upto the mark or any non-compliance observed in any task as per enlisted scope of work, it will be brought to the notice of the successful bidder by the employer and if no prompt action will be taken, penalty @1% of total monthly cost per complaint shall be imposed. If it is happened second time in a month then penalty @2% of total monthly cost shall be imposed; and for third time penalty @5% of total monthly cost shall be imposed.

If the deputed workers found are less than the minimum required as per tender stipulations on the day, penalty @ Rs. 1000/- (Rupees One Thousand only) per worker per day will be deducted from bill. Payment will be done only for the staff who will be on duty.

If situation demands, selected bidder shall depute additional manpower at site within one (01) days of written intimation from GSDMA; extra Manpower shall be paid as per agreed category wise manpower rate. Failing which, a penalty @ Rs. 350/- (Rupees Five Hundred Only) per day/person shall be imposed & deducted from monthly RA bill or as decided by Employer.

Any correspondence or Minutes of Meeting shall not be constructed as waiving of Penalty.

ARTICLE - 5: TERMINATION OF THE CONTRACT

The GSDMA will have the right to cancel the contract if the Bidder commits breach of any or all conditions of the contract. Breach of Contract includes, but not limited to, the following:

- a) It is found that the schedule of implementation of the work is not being adhered to.
- b) The Bidder stops work and such stoppage has not been authorised by the Government.
- c) The Bidder may become bankrupt or goes into liquidation other than for project or amalgamation.
- d) Government gives notice to correct a particular defect/irregularity and the Bidder fails to correct such defects/irregularity within a reasonable period of time determined by the Government.
- e) Any action/omission not in line with laws of State Government/GSDMA

ARTICLE - 6: “NO CLAIM” CERTIFICATE

The Bidder shall not be entitled to make any claim, whatsoever, against the Government, under or by virtue of or arising out of this Contract, nor shall the Government entertain or consider any such

claim, if made by the Bidder and the Bidder shall have signed a “No Claim” Certificate in favour of the Government in such forms as shall be required by him after the works are finally accepted.

ARTICLE - 7: SUSPENSION

GSDMA may, by a written notice of suspension to the Bidder, suspend the Contract if the Bidder fails to perform any of its obligations under this Contract (including the carrying out of the services) provided that such notice of suspension:

1. shall specify the nature of the failure and
2. Shall request the Bidder to make good such failure within a specified period from the date of receipt of such notice of suspension by the Bidder.

ARTICLE - 8: DETAILS TO BE KEPT CONFIDENTIAL

The Bidder shall treat the details of the contract as private and confidential, save in so far as may be necessary for the purposes thereof, and shall not publish or disclose the same or any particulars thereof in any trade or technical paper or elsewhere without the previous consent in writing of the Government. If any dispute arises as to the necessity of any publication or disclosure for the purpose of the Contract the same shall be referred to the Government whose decision shall be final.

The Bidder or his representative should neither disclose the data of project nor sell the data or use it for commercial exploitation or research work without the written permission of the Government.

ARTICLE - 9: TRANSFER OF RIGHTS

The Bidder shall not transfer the Contract to anybody except with the prior permission of the Government/its Department.

ARTICLE -10: PAYMENT TERMS

Monthly bills shall be generated by contractor and will be paid through Smritivan Society in 45 days credit period.

CHAPTER –V

ANNEXURES

PROPOSAL SUBMISSION LETTER

To:

[Location, Date]

Chief Executive Officer

GUJARAT STATE DISASTER MANAGEMENT AUTHORITY (GSDMA)

Block No. 11, 5th Floor,

Udyog Bhavan, Sector 11,

Gandhinagar – 382011

Dear Sirs,

We / I, the undersigned, offer to Selection of Housekeeping Agency for Smritivan Memorial, Bhuj' Gujarat as per the Guidelines, terms & conditions mentioned in this Tender document. We / I are/am here by submitting our Proposal, which includes the Technical Proposal. The enclosed technical proposal includes the authority document in partners of the Authorized Signatory and Consent letters, in Original and Copy. (We are submitting our Proposal in association with: [Insert the list of partners Member with full name and address of each associated Consultant])

We confirm that we are qualified as per the Qualification Criteria specified in your document. We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it would lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., 150 calendar days from the last date of proposal submission, we undertake to negotiate without any alteration in the staff proposed for the assignment. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the services related to the assignment not later than a week from the date of issue of letter of award.

Thanking You,

Yours Sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm: _____

ANNEXURE -1
FINANCIAL BID FORMAT

Tender Notice No. :
Tender Document No. :

To
Chief Executive Officer

GUJARAT STATE DISASTER MANAGEMENT AUTHORITY (GSDMA)

Block No. 11, 5th Floor,

Udyog Bhavan, Sector 11,

Gandhinagar – 382011

Dear Sir:

I/We hereby bid for **selection of agency for Housekeeping works in Smritivan Earthquake Memorial** as per the Terms of Reference given in this Tender Document of the GSDMA, Gandhinagar within the time specified and in accordance with the specifications, design and instructions as per Special Terms and Conditions as well as General Terms and Conditions. **The detail price bid format is available online on nprocure/GSDMA. The price bid is to be filled in the given format online only.**

**Signature of the Bidder
with Seal**

ANNEXURE – 2
PROFORMA OF GENERAL POWER OF ATTORNEY
(To be signed and executed in non-judicial stamp paper of Rs. 10/=)

GENERAL POWER OF ATTORNEY

Be it known all to whom it concern that:

1. Sri/Smt _____ S/O _____
_____ Residing at _____
2. Sri/Smt _____ S/O _____
_____ Residing at _____
3. Sri/Smt _____ S/O _____
_____ Residing at _____

I/We all the Partners/Directors/Board members/ trustees/ Executive council members/ proprietors/ Leaders of M/S _____ having its registered office at _____ hereby appoint Sri _____ S/O _____ residing at _____ as my/our attorney to act my/our name and on behalf and sign and execute all Documents/ Agreements binding the firm for all contractual obligations (including reference of cases to arbitrators) arising out of contracts to be entered into by the company/ Corporation/ society/ trust/ firm with the GSDMA in connection with its tender

No. _____ Dated _____ For the **Selection of agency for Housekeeping works in Smritivan Earthquake Memorial** due for opening on _____

In short, he is fully authorized to do all, each and everything requisite for the above purpose concerning M/s _____ and I/We hereby agree to confirm and ratify his all and every act of this or any documents executed by my/ our said Attorney within the scope of the authority hereby conferred on him including references of cases to arbitration and the same shall be binding on me/ us and my/ our company/ Corporation/ society/ trust/ firm as if the same were executed by me/ us individually or jointly.

Witness (with address) Signature of the Partners/Directors/Board members/ trustees/ Executive council members/ proprietors/ Leaders

- 1.
- 2.
- 3.

ATTESTED

ACCEPTED

Signature:

(Seal and Signature of Signatory of Tender offer of the company/ Corporation/ society/ trust/ firm)

ANNEXURE - 3
FORMAT FOR PERFORMANCE GUARANTEE
(On Non-Judicial Stamp Paper)

To be stamped according to Stamp Act and to

Be in the name of the executing Bank

To

The Chief Executive Officer
GSDMA

Udyog Bhavan, block no. 11/12th, 5th floor,
Sector 11, Gandhinagar -382017

In consideration of the The Chief Executive Officer of GSDMA, GANDHINAGAR having its registered office at Gandhinagar (hereinafter called the “GSDMA” which expression shall unless repugnant to the subject or context include its administrators successors and assigns) having agreed under the terms and conditions of the Award Letter bearing No _____ dated _____ issued by the GSDMA, Block No. 16. 4th floor, Udyog bhavan, Gandhinagar 382017, which has been unequivocally accepted by the Vendor (refer NOTE below) work of **Selection of agency for Housekeeping works in Smritivan Earthquake Memorial** Rs. _____ (Rupees _____ only) from a Nationalised Bank, in lieu of the security deposit, to be made by the Vendor or in lieu of the deduction to be made from the Vendor’s bill, for the due fulfillment by the said Vendor of the terms and conditions contained in the same Contract. We _____ the _____ (hereinafter referred to be “the said Bank” and having our registered office at _____ do hereby undertake and agree to indemnify and keep indemnified to the GSDMA from time to time to the extent of Rs. _____ (Rupees _____ only) against any loss or damage, costs charges and expenses misused to or suffered by or that may be caused to or suffered by the GSDMA by reason of any breach or breaches by the Vendor and to unconditionally pay the amount claimed by the GSDMA on demand and without demand to the extent aforesaid. We, _____ Bank, further agree that the GSDMA shall be the sole judge of and as to whether the said Vendor has committed any breach or breaches of any of the terms and conditions of the said Contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the GSDMA on account thereof and the decision of the GSDMA that the said Vendor has committed such breach or breaches and as to the amount or amounts of loss, damage, costs charges and expenses caused to or suffered by or that may be caused to or suffered by the GSDMA from time to time shall be final and binding on us.

1. We, the said Bank, further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said contract and till all the dues of the GSDMA under the said Contract or by virtue of any of the terms and conditions governing the said Contract have been fully paid and its claims satisfied or discharged and till the owner certifies that the terms and conditions of the said Contract have been fully and properly carried out by the Vendor and accordingly discharges this

Guarantee subject, however, that the GSDMA shall have no claim under the Guarantee after 150 days from the date of expiry of the contract period.

2. The GSDMA shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee or indemnity, from time to time to vary any of the terms and conditions of the said contract or to extend time of performance by the said Vendor or to postpone for any time and from time to time any of the powers exercisable by it against the said Vendor and either to enforce or forbear from enforcing any of the terms and conditions governing the said contract or securities available to GSDMA and the said Bank shall not be released from its liability under these presents by any exercise by the GSDMA of the liberty with reference to the matters aforesaid or by reason of time being given to the said Vendor or any other forbearance, act or omission on the part of the GSDMA or any indulgence by the GSDMA to the said Vendor or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so releasing the Bank from its such liability.
3. It shall not be necessary for the GSDMA to take legal action against the Vendor before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which the GSDMA may have obtained or obtain from the Vendor shall at the time when proceedings are taken against the Bank hereunder be outstanding or unrealized.
4. We, the said Bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the GSDMA in writing and agree that any change in the Constitution of the said Vendor or the said Bank shall not discharge our liability hereunder. If any further extension of this Guarantee is required the same shall be extended to such required periods on receiving instructions from M/s. ____ on whose behalf this guarantee is issued.

In presence of

WITNESS

For and on behalf of

1. _____

Signature _____

2. _____

Name & Designation _____

Authorisation No. _____

Date and Place _____

Bank Seal _____

The above guarantee is accepted by the GSDMA, Gandhinagar

NOTES

FOR PROPRIETARY CONCERNS

Shri _____ son of _____ resident of _____ carrying on business under the name and style of _____ at _____ (hereinafter called “The said Vendor” which expression shall unless the context requires otherwise include his heirs, executors, administrators and legal representatives).

FOR PARTNERSHIP CONCERNS

M/s. _____ a partnership firm with its office _____ (hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include their heirs, executors, administrators and legal representatives); the name of their partners being

- 1) Shri _____ S/o
- 2) Shri _____ S/o

FOR COMPANIES

M/s. _____ a company registered under the Companies Act 1956 and having its registered office in the State of _____ (hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include its administrators, successors and assigns).

FOR TRUST

M/s. _____ a company registered under the Bombay Public Trust Act 1850 and having its registered office in the State of _____ (hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include its administrators, successors and assigns).

FOR SOCIETIES

M/s. _____ a company registered under the Societies Registration Act, 1860 and having its registered office in the State of _____ (hereinafter called “the said Vendor” which expression shall unless the context requires otherwise include its administrators, successors and assigns).

**ANNEXURE – 4
PROFILE OF THE BIDDER**

All individual firms and each partner are requested to complete the information in this form. Nationally information should be provided for all owners or applicants that are partnerships or individually owned firms.

Where the Applicant proposes to use sub-contractors for critical components of the works or for work contents in excess of 10 percent of the value of the whole works, the following information should also be supplied for the specialist subcontractors.

Sr.	Particular	
1	Name of bidder	
2	Type of firm: Proprietary/ Partnership/ Pvt Ltd, Public Ltd Company/ Society/NGO	Partnership deed/MoA-AoA/Society as applicable
a	Year of Incorporation/ Registration number	Incorporation certificate as applicable
3	Communication Detail	
a	Head Office address /Local Office address (if any)	
b	Head Office address	
4	Contact detail	
a	Mobile Number	
b	Landline Number	
c	Fax Number	
d	Email detail	
5	Nature of Bussiness	
	1. Since _____	
	2. Since _____	

No disclosure or wrong information /non-acceptance any shall result the disqualification of the firm. Change of the name of company or firm shall be supported by legal resolution as per applicable norms.

Signature of the bidder with seal

ANNEXURE – 5
CHECKLIST FOR FULFILLMENT OF ELIGIBILITY CRITERIA
(CHAPTER-I, ARTICLE-2)

PRE-QUALIFICATION CRITERIA

Sr.	Pre-qualification criteria
1	<p>The bidder should have a minimum experience of three years in Housekeeping works in memorial parks, Gardens and Parks considered till the last date of tender submission.</p> <p>(The GSDMA decision in assessment shall be finalized without any dispute.)</p>
2	<p>The bidder should have achieved a Minimum Annual Average Financial Turnover of Rs. 50 lakhs from services of Housekeeping works in memorial parks, Gardens and Parks for three financial years (i.e. 2015-16, 2016-17 and 2017-18)</p>
3	<p>The bidder should have registered in any local government authorities (Govt. of Gujarat- R&B or any municipal corporation authorized by Govt of Gujarat or GOI) The bidders shall have to provide PAN no. under income tax act, latest in copy and Service Tax Number</p>
4	<p>The bidder shall submit a Power of Attorney authorizing the Signatory of the bid to sign and execute the contract</p>
6	<p>The bidder shall provide a valid EMD acceptable to GSDMA. EMD of Rs. 1.50 lakhs- has to be submitted along with 5000/- through DD favoring Gujarat State Disaster Management Authority (GSDMA) payable at Gandhinagar has to</p>

7	History of Litigation
8	The bidder has to submit Self Certified letter indicating that they have not been blacklisted by any Government Dep
9	The bidder must have minimum employee strength of 200 people (on Pay Roll) on the day of filling the tender. Full list of employees, viz., Name, age, employee code, designation, experience in the field with the technical bid
10	Minimum 25 persons are required as manpower to be deployed for housekeeping works in Smritivan. Bidders are manpower during presentation stage. The bidders shall furnish list of personnel along with this bid, CVs (Bio-data) personnel to be deployed for this work for the execution of the works, duly signed by the concerned person.

ANNEXURE -6 OVERALL ORGANISATION STRUCTURE

- Overall organization chart of the company showing position of Chief Executive Officers and HO organization.
- Give list of employees: technical and non-technical (Ensure availability of minimum nos. as enlisted in bid). Submit their CVs and list indicating their Roles & Responsibilities at site during entire tent facility.
- Give list of sister-concerns, if any.

Format for Project Team Members' Resume				
Sr	Item	Details		
1	Name			
2	Specify role to be played in the project & whether 'prime' or 'alternate'			
3	Current job title			
4	Experience in yrs. (provide details regarding name of organizations worked for, Designation, responsibilities, tenure etc.)			
5	Name of Organization	From	To	Designation/Responsibilities
6	Number of years with the Current Organization			
7	Current job responsibilities			
8	Summary of Professional/domain Experience			
9	Skill sets			
10	Highlights of assignments handled			
11	Educational Background, Training/Certification including institutions, % of marks, specialization areas etc.			
12	Degree (including subjects)	Year of Award of	University	% of marks

		Degree		
--	--	--------	--	--

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes qualifications and experience mentioned above and proposed staff member is a permanent employee of our organization. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Signature of Staff Member

Signature of Authorized Signatory

Date :

Company Seal :

ANNEXURE -7

List of 5 Similar Projects (Name, location, value in Rs.)

Sr No	List of 5 Similar Projects (Name, location, value in Rs.)	Year

Signature of bidder

ANNEXURE 8

HISTORY OF LITIGATION

Application should provide information on any history of litigation or arbitration resulting from contracts in last five year or currently under execution.

Year	Award for/ or against bidder	Name of Client	Litigation & Dispute Matter	Disputed Amount in Rs.

NOTE

If the information to be furnished in this schedule will not be given and come to the subsequently will result in disqualification of the bidder.

ANNEXURE-9
SELF DECLARATION OF NOT-BLACKLISTED
(On Company's Letter Head)

To,
Chief Executive Officer

Date:

GUJARAT STATE DISASTER MANAGEMENT AUTHORITY (GSDMA)

Block No. 11, 5th Floor,
Udyog Bhavan, Sector 11,
Gandhinagar – 382011

Dear Sir,

This is to declare that our company_____ is not blacklisted by
any Central/State Government Department/Public Sector Undertaking.

Name of Bidder:

Signature of the Bidder with seal

ANNEXURE -10
INDEMNITY UNDERTAKING

I on behalf of M/s hereby agree and undertake that I have understood all the safety rules and procedures and all staff Technical & Non-Technical working on behalf of M/s

..... will abide by all safety rules and procedures. I declare that I M/s will be responsible for any safety violations/ accident etc. GSDMA will not be responsible in case of any accident / incident and will not compensate financially or otherwise. I ensure GSDMA that enlisted Manpower deployment will be done at Venue from Mobilization to Completion of tent facility at

I hereby declare that I am sole responsible on behalf of M/s..

..... for giving such declaration.

Name of Indemnifier Signature of Indemnifier

Stamp/Seal of the Indemnifier /Contractor

Signature of GSDMA Official

MASTERPLAN PHASE 1 OF SMRITI VAN EARTHQUAKE MEMORIAL – 178 Acres



Price Bid for Agency for Housekeeping works in Smritivan, Bhuj

Sr. No.	Brief Description of Work	Per month cost	12 Months cost	Amount In words
1	Selection of agency for Housekeeping works in Smritivan Memorial Bhuj, Scope of works as per RFP document (2 nd Attempt) Tender: Smritivan/SM-III/Tender/Housekeeping/12/2018			
	Total Amount Rs.			
	Total Amount Rs. in Words			
Note:				
1	The GST as applicable shall be paid extra over quoted amount.			
	Sign & Seal of the Bidder	CEO - GSDMA		