

**बिहार सरकार**  
**शिक्षा विभाग**

**बिहार दिवस 2013 के आयोजन हेतु पैकेज-11 (सफाई व्यवस्था) की वाह्य सेवा प्राप्त करने के लिए निविदा आमंत्रण संबंधी सूचना**

बिहार दिवस 2013 के आयोजन हेतु गॉंधी मैदान, पटना में पैकेज- 11 आयोजन क्षेत्र की सफाई व्यवस्था कार्य हेतु प्रतिष्ठित, अनुभवी पंजीकृत फर्म/एजेन्सियों से निविदा आमंत्रित की जाती है।

उक्त निविदा से संबंधित अलग-अलग बीड कागजात निदेशक (जन शिक्षा) के कार्यालय से सभी कार्य दिवस पर दिनांक 18.03.2013 (1:30 बजे दिन) तक 100 रू० का ड्राफ्ट सचिव, बिहार राज्य साक्षरता मिशन प्राधिकरण, पटना के नाम जमा कर प्राप्त किया जा सकता है। तकनीकी-बीड कागजात के साथ 10,000/- की सेक्यूरिटी राशि का ड्राफ्ट जमा करना अनिवार्य है।

बीड कागजात की प्रति विभागीय वेबसाइट [www.educationbihar.org.in](http://www.educationbihar.org.in) पर प्राप्त की जा सकती है, परंतु यह तकनीकी प्रोपोजल 100 रू० का ड्राफ्ट संलग्न करने के बाद ही मान्य होगा।

बीड-कागजात अलग-अलग दो मुहरबंद लिफाफे पार्ट-1 (तकनीकी प्रोपोजल) तथा पार्ट-2 (वित्तीय प्रोपोजल) में समेकित करते हुए दिनांक 18.03.2013 (सोमवार) को 3:00 बजे अपराह्न तक निदेशक (जन शिक्षा)-सह-सचिव, बिहार राज्य साक्षरता मिशन प्राधिकरण, पटना के कार्यालय में जमा किया जा सकता है। उसी दिन संध्या 4:30 बजे विभागीय सभागार में तकनीकी एवं वित्तीय प्रोपोजल की मुहरबंद निविदा खोली जायेगी। यदि बीडर इच्छुक हों तो स्वयं या उनके प्रतिनिधि निविदा खोलने के समय उपस्थित रह सकते हैं।

**(जितेन्द्र प्रसाद)**

निदेशक (जन शिक्षा)-सह-

सचिव, बिहार राज्य साक्षरता मिशन प्राधिकरण, पटना

**Government of Bihar**  
**Human Resource Development Department.**  
**Vikas Bhawan, Patna**

**INVITATION FOR QUOTATION**

To

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Sub:- **Invitation for quotation of Cleaning of whole Ayojan Area (Package-11) for Bihar Diwas- 2013 scheduled to be organised on 22-24 March, 2013.**

Dear Sir,

You are invited to submit your most competitive quotations/rates for the following goods/services/supplies under mentioned packages.

**Package XI** - Cleaning of whole Ayojan Area.

**02. Delivery Place:**

Bidder will install and deliver the materials in requisite number on Gandhi Maidan, Patna, Transportation cost to & fro will be borne by the bidder and shall be included in the quoted price.

**03. Qualification Conditions**

- a) Bidder should be registered either as Partnership Firm, Society or Company. Bidder should be authorized supplier of the quoted item/work and should submit the relevant documents/certificates.
- b) Bidder should have experience of supplying such items and doing work and will have to furnish details of the work done.
- c) Bidder shall provide all relevant records required i.e. Income Tax Clearance Certificate (up to assessment year 2011-12) and also income tax submission proof for the assessment year 2012-13.
- d) Commercial Tax Clearance Certificate and other taxes (whichever applied) and Bank Account Number in the name of the firm.
- e) Registration under Service Tax/VAT, as applicable, is essential.

**04. Bid Price:**

- (a) The contract shall be for the full quantity for each package as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
- (b) All duties, taxes and other levies including the transportation expense is payable by the contractor under the contract and shall be included in total price.
- (c) I. The rates quoted by the bidder shall be fixed for the duration of the contract (up to March 2012) and shall not be subject to adjustment of any account.

II. Each bidder shall submit only one quotation in the format supplied with Bid document. Bidder submitting more than one quotation for the same package will not be entertained. All the columns and requisite information must be filled in the supplied Format.

**05. Submission of Quotations/Bid:**

(a) Each bidder should submit sealed quotation (in two separate part i.e. **Technical (Part-I)** and **Financial (Part-II)** in sealed envelopes) for every package. Superscribed on the envelop – Bihar Diwas- 2013 – package no. - (Name of the work) Part- (I or II) (Technical/Financial)

(b) The following documents (Arranged serially) will form the Technical (Part-I) bid (Photocopy of documents duly self attested to be compulsarily enclosed)

1. Company /Firm Profile
2. Registration Certificate
3. Income Tax clearance Certificate (2011-12) & Income tax submission Proof (2012-13) with PAN number.
4. Commercial Tax Registration & Clearance Certificate (up todate)
5. Service Tax/VAT Registration [If the Firm/Agency having aggregate value of all taxable services is upto 10 Lacs per annum (Ten Lacs) they will have to submit an affidavit that they don't require service tax registration.]
6. Work/contract past experiences (Photocopy of work order) and testimonial of past works.
7. Bank account Number in the Name of firm/agency.
8. Bid Security as stipulated in the bid document.

(c) The Financial (Part-II) of the bid shall consist of only Rates/Price in proforma supplied with bid document on the company's letter pad. All the column and requisite information must be filled in the prescribed format. No rebate should be offered by bidder in total package rate. If rebate is offered, it will not be considered for award of contract.

**(d) Bidder must quote the total rate for each package separately. Award of contract on the basis of lowest evaluated price shall be for each package cost. The bidder must quote the rate per item per day of total duration of hiring. The item-wise rate is only required for convenience of calculation in case of increase/decrease in order for that item.**

**06. Performance Security:**

(a) 5% of total bid/contract value will have to be deposited as performance security in form of Bank Guarantee/Demand draft in favour of **Secretary, Bihar State Literacy Mission Authority, payable at Patna** by the lowest evaluated responsive bidder before the award of work. The performance security will be refunded only after the expiry of contact as specified in the bid document/agreement.

(b) The performance security deposit shall be forfeited in case any terms and conditions of the contract/agreement etc. infringed or the bidder fails to complete the work in time.

#### **07. Bid Security:**

Each Bidder will have to submit bid security, in the form of Demand Draft in the name of **Secretary, Bihar State Literacy Mission Authority, payable at Patna**. Bid security for each package will be Rupees 10,000/- (Twenty Five Thousand)

The bid security shall be forfeited

- (a) in case a bidder withdraws its bids after opening of Technical (Part-I) and before the validity period of the bid.
- (b) if a bidder fails to deposit performance security within specified period as per intimation/request from the Department.
- (c) if a bidder fails to execute the agreement within specified time as intimated/requested.

#### **08. Validity of Quotation:**

Quotation shall remain valid for one year after the deadline date specified for submission.

#### **09. Evaluation of Quotations:**

The purchaser will evaluate and compare quotations determined to be substantially responsive i.e.

- a) Are properly signed; &
- b) Conform to the terms, conditions, specifications and qualification conditions.

#### **10. Award of Contract:**

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive, and who has offered the lowest evaluated quoted price.

- 10.1 Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
- 10.2 The bidder whose bid is accepted will be notified of the award of contract by the purchaser. The terms of the accepted offer shall be incorporated in the supply order. The validity period may be extended by the purchaser by another 15 days in exceptional cases.
- 10.3 The purchaser may increase or decrease the number of items to be supplied/work to be done, within the contract validity period. The purchaser may issue the work order in part on different delivery periods as per calendar of events.

#### **11. Other Terms & Conditions**

- (a) The Department reserves the right to prepone / postpone/ cancel the programme. The bidder will have to abide with the decision.

(b) Final Payment shall be made after the function and submission of bills which will be subject to satisfactory work (certified by the committee constituted for the purpose). Personnel in charge will certify the quality and quantity of the items supplied/work done as per specifications and recommend accordingly the extent of payment.

(c) No preference will be given to any bidder of class of bidders, either for price or for other terms and conditions.

(d) Quotation may be submitted on the printed letter head of the bidder in the prescribed format supplied with bid document.

(e) Successful bidder will have to enter into an agreement with the Department for timely execution of the work order.

(f) No payment will be made for any damage of goods supplied on hire basis.

Bidders are requested to send their offer during working hours on or before 3:00 PM of 18.03.2013 (Monday) in the prescribed format (enclosed herewith) in sealed envelopes (with lac) in form of Technical-(Part-I) and Financial (Part-II) bids/quotations to the Director (Mass Education) –cum- Secretary Bihar Rajya Sakshatra Mission Pradhikaran, Patna. Sealed quotations of technical bid (part-I) Financial Bid (Part- 2) received till then will be opened in the office on the same day i.e **18.03.2013** (Monday) at 4.30 PM in the presence of bidders or their authorized representatives who desire to be present.

(Jitendra Prasad)  
Director (Mass Education)-cum-  
Secretary Bihar Rajya Sakshatra Mission Pradhikaran,  
Patna.  
CC: Web-site of the Deptt.- **www.educationbihar.org.in**

## FORMAT FOR QUOTATION

### Package-XI CLEANING OF WHOLE AYOJAN AREA

(Bid Security Rs. 10,000/-)

S. No.	Brief Description	Specification	Quantity (Approx. At) Gandhi Maidan, Patna	No. of Days	Rate Per Day (Including all taxes & transportation)	Total Price (With tax etc.)
A	B	C	D	E	F	G=(DxExF)
1	Cleaning of Whole Ayojan Area	(a) Cleaning of. Food- Mess Area (1,00,000 Sq. Ft. approx) from 9 A.M. to 10 P.M. (14 Hors. per day) continuously by group of Cleaners (well dressed provided by firm) both boys & girls, kitchen garbage to be piled up in big ditch (created by firm) at the back and to be covered by soil at the end of programme. (from 21-24 march). All cleaning equipments to be provided by the firm.  (b) Sweeping the ground and Main Stage (Two), Pavillian/Pandal/ Cinema Hall/Admn. Hall/carpet Area, D. Area before main stage/Stall etc. thrice a day (from 21-24 March) from 9 A.m. onward to 6 P.M.	1 Set	21-24 March 2013 (04 days)		
<b>TOTAL</b>						

#### **GRAND TOTAL(in words)-**

1. We agree to supply the above mentioned items on hire basis in accordance with the technical specification for a total contract price of Rs..... (in words Rs.----) including Service Taxes, Transportation etc. one day before the programme.
2. We also confirm that the normal commercial warrantee/guarantee of 6 days shall apply to the offered goods and services.
3. We also agree and abide with the terms and conditions stipulated in the bid document.

**Signature of Bidder with address & Telephone No.**