



BID/ TENDER DOCUMENT

The State Trading Corporation of India Ltd.

(A Govt. of India Enterprise)

JAWAHAR VYAPAR BHAWAN,
TOLSTOY MARG, NEW DELHI-110001.

INVITES

Bids under open tender two packet bidding on GeM Portal

For

Hiring of Housekeeping Staff at Jawahar Vyapar Bhawan, 1-Tolstoy Marg,
Connaught Place, Delhi & STC Housing Colony New Delhi-110017, for one
year.

Website : www.stclimited.co.in

BID/TENDER DOCUMENT

TENDER REFERENCE :- STC/CO/GAD/BLD/01279/2024 Date-06.03.2024

GEM Ref. :-

1. The State Trading Corporation of India Ltd. (STC) – A Govt. of India Enterprise, Jawahar Vyapar Bhawan, 1-Tolstoy Marg, Connaught Place, New Delhi – 110001, invites open e-bids on Government e-marketplace (GeM) portal under two packet bidding procedure for Works of Hiring of Housekeeping Staff for one year at Jawahar Vyapar Bhawan,1-Tolstoy Marg, Connaught Place , Delhi & STC Housing Colony New Delhi-110017.
2. Bidder has to be registered on GeM and should login to GeM as per the procedure of GeM for the work. Buyer will not be responsible for registration of GeM and login etc.
3. The bidder has to upload all the required documents, signed and scanned on GeM Portal for technical evaluation of the bid.
4. The bid closure date is 27/03/2024 at 11:00 Hrs (IST). Bids will be opened on 27/03/2024 at 11:30 Hrs at GeM Portal online.
5. Price bids of technically qualified bidders will be opened and the time and date will be intimated on GeM Portal only.
6. Conditional bids shall result into technical disqualification.
7. If the dates mentioned happen to be a holiday in STC, the next working day shall be considered as mentioned date.
8. STC shall not be responsible for any delay or the difficulties encountered during submission of bids at the eleventh hour due to any technical or other problems.
9. Bidders may regularly visit STC website for any information/ clarification/ addendum/ corrigendum etc. related to this bid, processing of bids received, award of job, pre bid meet decisions etc. STC shall not be liable to send any individual information or publish a public notice for any further information regarding this bid in newspapers.
10. Portal for Online submission is Government e-Marketplace i.e. Government of India Online Procurement Portal, (gem.gov.in). For any other information, Bidders can contact the portal helpline. Terms and conditions of the portal for the bidding process will be final and binding.
11. STC may ask the bidders to submit/ show any or all the documents in original as part of their online bid anytime during the bid process.
12. It shall be the bidder's responsibility to ensure that adequate documentary proof is provided in the bid for each of the technical evaluation criteria. Bidder has to satisfy STC for ensuring sufficiency of documents necessary for tender evaluation at his cost if so desired by STC.
13. The bid document available on GeM Portal shall be taken as final. STC reserves the right to take the decision only on the basis of the available documents on online portal however STC also reserves the right to ask for more documents as "Clarification/ supporting" for verification of the uploaded documents for a rational and comprehensive decision of bid evaluation, if deemed fit. Decision of STC will be final and binding in this regards.
14. STC is not bound to accept the lowest bid and that STC reserves the right to accept or reject any bid, and/ or to annul the bidding process and reject all bids, at any time prior to award of work, without thereby incurring any liability from the affected bidder or bidders nor shall STC have any obligations to inform the affected bidders of the grounds for STC's action.

Contact persons

R K Avasthi
Deputy General Manager (Electrical)
The STC of India Limited
Phone: 011-2346 2012
Email: rkavasthi@stclimited.co.in

THE STATE TRADING CORPORATION OF INDIA LTD. (STC)

Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi-110001

Tender No. STC/CO/GAD/BLD/01279/2024

Date:-06.03.2024

ADDITIONAL TERMS & CONDITIONS (ATC)

Cost of bid document:-

Bid document fee of Rs. 500/- will have to be deposited online prior to closing time of bid, as per below details. The details of the same have to be uploaded with tender document.

Name of Bank:- State Bank of India, Overseas Branch, New Delhi.
Name of beneficiary:- The STC of India Ltd.
Account no:- 40302127653
IFSC code:- SBIN0004803

Any bid not accompanied with cost of bid document is liable to be rejected unless they are exempted under any notification / rule issued by the Govt. or suitable Body. Those bidders exempted for depositing tender fee have to upload scanned copy of relevant certification of the same for exemption (Like MSME NSIC etc. registration of the firm).

Bid document fee is non-refundable.

Request for adjustment/appropriation of deposits if any already lying with the Corporation in connection with some other bid/orders/works shall not be entertained.

No interest shall be payable on Bid document fee deposits.

Participation in the bid process without cost of bid document shall be permitted only for those Bidder/contractors who are exempted/notified under any statutory/ Govt. Body notification. Those bidders should upload the concerned notification/Circular/ document /Certificate showing exemption, along with the bid submission. Purchase and Price Preferential policy 2012, as declared by the Central Govt. regarding MSEs (Micro and small Enterprises) /MSMEs / NSIC etc. shall be followed for exempting bidders for Tender fee.

The bidder shall treat the details of specification and other bid documents as private and confidential, and they shall not be reproduced anywhere without the written authorization of the Corporation.

If any Proprietor/ Owner/Director of a firm bids through more than one firm, all bids will be rejected summarily.

Earnest Money Deposit (EMD):-

As per the notification (No. F.9/4/2020-PPD 512 Dated the 12th November 2020) issued by the Government of India, Ministry of Finance Department of Expenditure, Procurement Policy Division, New Delhi, No EMD is required The bidders will have to upload Bid Security Declaration in place of EMD as per the Format in the Bid document.

Location

At STC's C.O., Jawahar Vyapar Bhawan Tolstoy Marg, New Delhi -110001

And

STC housing colony, Aurobindo Marg, New Delhi-110017.

1. ELIGIBILITY

- a)The agency/Firm/Company should have its own annual turnover of minimum Rs. 15 lakhs during the last three financial year i.e. 2019-20, 2020-21, and 2021-22, and in support thereof their balance sheets & profit & Loss accounts be attached (scanned Copies) duly certified by their Chartered Accountant.
- b) Experience of having successfully completed similar works (Housekeeping) during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:

Three similar completed works costing not less than the amount of equal to Rs. **18.7 lakhs** (approx.)

or

Two similar completed works costing not less than the amount equal to Rs. **23.4 lakhs** (approx.)

or

One similar completed works costing not less than the amount equal to Rs. **37.4 lakhs** (approx.)

(c) The contractor should have prior experience of deploying manpower / services as required in this bid document during last 07 years in any Govt. / State Govt. / PSU/ Govt. Autonomous Bodies. The satisfactory completion certificate from the issuing department must be uploaded with the bid.

2. **REGISTRATION**

The agency should have following valid Registration

- EPF Registration
- ESI Registration
- GST Registration
- PAN card No.

3. **ESCALATION**

No escalation on any account shall be permitted after the submission of the tenders and during the currency or extended period of the contract except for any escalation on account of increase in minimum wages/grant of increase in dearness allowance by Central Govt. to the workers deployed for the job. However no change in service charges shall be entertained.

4. **COMPLIANCE LABOUR LAWS**

- a. The contractor shall abide by all applicable Labour Laws, Acts like the contract workmen (Regulation & Abolition) Act, 1970 Contract Workmen (Abolition & Regulation) Central Rules, 1971, Minimum Wage Act 1948, Employer's Liability Act, 1947 and provision of the other rules and regulations of the Government issued from time to time to this effect. Any payment due to the workmen employed by the Contractor shall be the sole responsibility of the contractor.
- b. The contractor shall also ensure about having complying with the all Statutory Liabilities viz-a-viz ESI, PF, Bonus, Gratuity Acts and/or any related Liabilities and shall indemnify the Corporation against all acts of omission, fault and breaches.
- c. The contractor shall ensure that all the grievances and complaints of his workmen redressed only by him and in no circumstance he shall allow to forward such grievances to any of the authorities of the Corporation.
- d. The corporation shall have no liability or responsibility for the contract workmen employed by the contractor and the contractor shall fully be responsible for any violation of all applicable workmen/industrial laws. The corporation shall have the right to check the implementation of labour welfare laws and rule made hereafter.
- e. The entire worker employed by the contractor shall be considered as employees of the contractor and they shall not make any claim in respect of employment and or

the other service benefits from the Corporation in any manner either outside the court or in the court of law.

- f. It is further provided that any kind of dispute arises between the contractor and his employees shall be entirely the dispute between contractor and his employee.
- g. The contractor shall maintain proper register and record viz. muster Roll, Register of wages, Register of overtime, Register of fine, Register of advance and wages slab required under the Act (Section 29 & Rule 78). Contractor shall obtain the signature or thumb impression of the worker concerned against entries relating to them on the muster cum wages register. The entries shall be authenticated by the initial of the contractor and shall be subject to inspection by the Corporation at any time during the tenure of contract.

5. Other Terms and Conditions

- If the tenderer is found to have provided wrong information in his tender, STC reserves the right to reject such tender at any stage or to cancel the contract, if awarded and forfeit the EMD/Security Deposit or any other moneys due to it.
- The original of all documents attached with the tender will have to be submitted for verification (if required) before the award of the contract.
- STC reserves the right to accept or reject any bid, and/or to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability from the affected bidder or bidders nor shall STC have any obligation to inform the affected bidder or bidders of the grounds for STC's action.
- In case of any discrepancy/difference between the terms and conditions on GeM portal and bid document, the terms and conditions of bid Documents will be followed.

6. Indemnification

- a) The successful Bidder will indemnify STC of all legal/ other obligations of its professionals/ employees/ worker deployed for STC work.
- b) STC also stand absolved of any liability on account of fraud or breach of trust caused by the bidder's employees/ workers deployed for the performance of work and also for any damages or compensation due to any dispute between the firm/company and its employees/ workers.
- c) STC shall also be indemnified from any act or any factual concealment causing thereby damage or any legal proceedings against STC by any third party or firm/company or deployed employees/ workers.
- d) The Bidder also undertake to keep STC harmless and indemnified from any loss or cost resultant from any decree obtained against the firm/company having tendency to be enforced against the STC or creating liability upon the STC. Also, the STC shall be indemnified, from any consequential action taken by STC in order to protect its interest or in order to defend any suit or legal action for itself or for on behalf of Bidder, to the extent of cost/legal expenses/ interest imposed upon.

7. AWARD OF CONTRACT AND EXTENTION THEREOF

The scope of service will be as following, in addition to mention in the SLA on GeM Portal.

1. The subject contract will be awarded to the successful bidder by STC initially for one year and if STC desire the same contract can further be extended for two years subject to the satisfactory performance of the contract.
2. The buyer reserves the right to increase / decrease the manpower of Housekeepers any time during the contract period on the same rates terms & conditions. The contractor will have no claim over the reduced number of labour, if so desired by STC.

8. SECURITY DEPOSIT

The selected agency shall be required to deposit an interest free security deposit equal to 3% of annual contract value for due performance of this contract in the form of NEFT/RTGS before taking over the job at site. The security deposit shall be refunded after 3 months from the date of expiry of the contract after adjustment of dues, if any, but not limited to statutory payment; money payable under any indemnification In the event of failure of the terms and conditions by the contractor the said security deposit shall be forfeited.

9. Dispute/Settlement

Any dispute arising out of the terms of this document on the interpretation of any clause herein shall be settled by mutual discussion between the nominated authorities of the STC and the authorize representative of the selected bidder/contractor. Any dispute arising out of the contract agreement shall be adjudicated under the jurisdiction of the Hon. court/ Tribunals in New Delhi. All such dispute shall be settled in accordance with the laws of India.

The services under this contract shall be continued during any judicial/quasi/administrative proceedings, unless otherwise agreed in writing by STC and the vendor or unless it is proved that the services cannot be continued during such proceedings.

10. Jurisdiction

The applicants hereto agree that the courts and tribunals at New Delhi shall have exclusive jurisdiction to settle any or all disputes which may arise out of or in connection with this tender. All disputes arising out of this tender shall be decided in accordance with the laws of India.

11. **EXIT CLAUSE**: STC reserves the right to terminate the contract in whole or part at any time without assigning any reason without any risk and liability to buyer.

12. **NOTE :** While quoting the rates, the following may kindly be noted:

The rates should be inclusive of all components viz-a-viz Provident Fund, ESI, Gratuity bonus, and statutory charges/ duties including Service Charges (OH & Profit), Identity Card and Equipments.

13. **MODE OF PAYMENT:-**

The payment shall be done on monthly basis on production of bill along with proof of wages (Salary/PF/ESI) payment to deployed labour through online mode only.

14. CONTRACT DOCUMENT AND AGREEMENT:-

The order placed under these specifications shall be governed by terms and conditions as incorporated in this tender document specifications and as given in the 'Work order' and its Annexure (s). The terms and conditions specified in this section if differ from the terms as indicated in the work order and its Annexure(s), the later shall prevail. The contract shall for all purpose be construed according to the laws of India and subject to jurisdiction of courts of New Delhi only. For the due fulfilment of the contract, the contractor shall execute an agreement in duplicate in the prescribed format (attached in the bid document) on non-judicial stamp paper worth **Rs. 100/-** (Purchased on the name of "The State Trading Corporation of India Limited" by the contractor). Such agreement shall be executed & signed by the authorized representative of competent authority of the contractor on each page thereof. The original copy is to be executed on the non-judicial stamp paper. The remaining copy may be executed on simple paper. Such complete agreement along with the contract documents shall be required to be submitted to the order placing authority within a period of 15 days from the dispatch date of the order from this office. No payment to the contractor shall be released by STC without execution of the agreement. One copy of the accepted agreement duly signed by order placing authority shall be given to the contractor for his reference.

The contract documents shall include the followings:-

- (i) Contract agreement.
- (ii) Order and its annexure.
- (iii) NIT and bid document

All the charges in respect of execution of the contract agreement shall be borne by the contractor.

15.0 MEDICAL CHECKS UP & CARE:-

The contractor shall be fully responsible for providing safety equipment, First Aid and emergency medical treatment to his employees. The contractor shall make necessary & immediate arrangement in case of accident at his cost.

The contractor shall submit health check-up report in form No.19 of workers employed by him at least once in twelve months period.

Free and Comprehensive medical treatment to be provided by the Contractor to all workmen found to be suffering from an occupational disease, ailment until cured or until death. Services of the workmen not to be terminated during illness and to be treated as if on duty.

Compensation to be paid by the contractor to workmen suffering from any occupational disease, ailment or accident in accordance with the provisions of workmen's Compensation Act 1923 or ESI scheme as effective during the contract.

16. Other allowance-

Besides the minimum wages, the amount quoted in tender must include the-

1. Cost of dress & shoe for labour deployed at site once in a year.
2. Overtime if one labour is on leave.
3. ID card.

17. Scope of work:-

The firm shall provide 10 nos. of Housekeeping Staff at Jawahar Vyapar Bhawan, C.O.

S.no	Description	Nos	Remarks
1.	Housekeeper Staff- unskilled	09	
2.	Supervisor- Skilled	01	The supervisor may be asked to perform duty at STC Colony as per requirement.

And
For STC Housing Colony

S.no.	Description	Nos.	Remarks
1.	Housekeeper Staff- unskilled	02	
2.	Gardener- Semi-Skilled	01	The gardener may be asked to perform duty at Jawahar Vyapar Bhawan as per requirement.

Minimum wage (salary, PF, ESI/medical, Bonus, EDLI, overtime, Gratuity and Statutory charges/ duties including Service Charges), OH & Profit, Identity Card and Equipment, dress, shoe and other allowance to engaged labours must be included in tender.

The labour may be called during the holiday/Sunday/Saturday.

18. ISSUE OF GATE PASSES, UNIFORM, SHOES TO WORKERS ENGAGED BY CONTRACTOR:-

After award of the contract, the successful bidder will furnish the list of engaged manpower indicating their particulars with passport size photo graph to the STC for arranging gate passes which should be required to be produced for security check every time before entry into the Jawahar Vyapar Bhawan. The said gate passes should always be displayed by the labour during working hours in the Jawahar Vyapar Bhawan.

Contractor shall submit ID proof of each employee duly issued by him and attested by STC. Contractor shall also get ID verification through local police authorities and submit the same within one month period from the date of commencement of work order if required for security purpose by STC of India Ltd. time to time.

Contractor should ensure that the engaged man power should wear the uniform while on duty, issued by him per year (at no cost to STC) during the currency of the contract with the badge of his firm. No manpower would be allowed on duty without uniform.

The firm would also disburse a pair of safety shoe per year at the start of the contract within one month for the engaged labour at no cost to STC. No manpower would be allowed on duty without safety shoes.

19. BONUS:-

The Contractor shall have to give statutory Bonus to their workers/ labour as per provisions of Bonus Act. No reimbursement shall be done by STC.

20. Penalty

In case the contractor does not provide manpower at the start of contract to meet the requirement of contract at work site a deduction at the rate of Rs. 1000/- per

day shall be made for the period in which contractor becomes defaulter to the maximum limit of 10% of the contract value. In case contractor deploys lesser number of other manpower (during contract) as compared to minimum needed in tender document, a penalty of Rs. 500/per person per day will be imposed along with the deduction of wages of that man power during the absence period.

21. **VALIDITY OF BID:-**

The bid shall remain valid for 60 days which will be reckoned from the date of opening of technical bid. Bids once opened cannot be withdrawn by the bidder at any stage. Bidders mentioning a shorter validity period than specified are liable to be rejected. In case validity period is not stated it will be presumed that the bid is valid for 60 days without obtaining any confirmation from the bidder.

22. **MATERIAL TO BE SUPPLIED:-**

Material of an amount Rs. 7000/- per month (Including GST) to be supplied by firm to STC for use in colony and JVB. Which shall be reimbursed to the firm on production of security entry detail along with the bill.

23. **Sub-Contracting**

No sub-contracting by the bidder shall be accepted. Any sub-contracting shall be treated as breach of the terms and condition of the tender documents/agreements, as per the consequence of which the security deposit, if any, shall be forfeited in addition to right of termination of the contractual relations with such bidder at the sole discretion of STC.

24. In case of contrast between STC and GeM conditions, STC condition shall prevails.

Data to be supplied by the bidder

The following documents to be submitted by bidder, in the absence of following documents the tender shall be rejected.

Sr. No.	Particular		Yes/No
1.	Name and complete Address of the Firm		
2.	Name of proprietor(s)/ Directors with the PAN Nos.		
3.	Annual turnover (Balance sheet & Profit and Loss account)	FY 2019-20 (Rs.)...	
		FY 2020-21 (Rs.).....	
		FY 2021-22 (Rs.).....	
4.	Average Annual Turnover (Rs.) of 3 years as above		
5.	GST No.		
6.	P.F No		
7.	PAN No.		
8.	ESI Registration No.		
9.	Satisfactory service certificate		
10.	Signed/stamped bid security declaration as per tender Performa-4.		
11	Bid Fee details/MSME/NSIC certificate.		
12	Self-attested certificate of Non-blacklisting from PSUS/Govt./MNC. as per tender Performa-3.		
13.	Signed/stamped Performa-1(Letter for submission of bid) & Parforma-2 (Letter for Un-Conditional acceptance of Bid Document).		
14.	Registration No. (Certificate) under MSME/NSIC/KKB body if the bidder avails the benefit of exemption of tender fee, EMD deposition being a MSME/ NSIC unit.		

PROFORMA – I

Letter for submission of bid

(To be up loaded online after filling , signed , stamped and scanned)

From: _____

To

The STC of India Ltd.
Jawahar Vyapar Bhawan
1,Tolstoy Marg, New delhi-110001.

Sir,

1. I/We have examined the conditions as incorporated in the Bid documents for the Execution of work and having visited and examined the site of said work, I/we the undersigned, offer to execute the said works in conformity with the conditions of bid.
2. Should this bid be accepted I/We undertake to commence the work within seven (7) days of issue of the Letter of award for the said work and further undertake to perform whole of the work comprised in the contract for a period of 12 months within the period specified under bid documents/contract. If I do not commence the work at site within 07 days from the date of award of work, STC may take punitive action against me as deemed fit including debarring/ Holidaying / Blacklisting, for 2 years and/or Forfeiture of EMD.
3. I/We agree to abide by this bid for a period of 60 days from the date of opening of Bid or such extended period as may be mutually agreed as prescribed in Instruction to Bidders and shall remain binding upon us.
4. I/We agree to inform you that whenever there is a change in my permanent, correspondence address for communication including electronic mail, I/we will inform STC immediately. I/We also agree that communication through electronic mail as mentioned in my bidding KYC form will be as good as by registered/ speed post

5. I/We agree that unless and until an agreement is prepared and executed, this bid and conditions of the tender document together with STC's written acceptance thereof shall constitute a binding contract between us.

6. I/We understand that STC is not bound to accept the lowest bid and that STC reserve the right to accept or reject any bid, and/or to annul the bidding process and reject all bids, at any time prior to award of work, without thereby incurring any liability from the affected bidder or bidders nor shall STC have any obligations to inform the affected bidders of the grounds for STC's action.

7. Name of the One representative of the Bidder/contractor at site (a)-
-----Sign

(b)----- Sign

Yours Faithfully,

Signature of the Bidder (who will sign the agreement with STC)

Permanent address _____
..... Local address : _____
.....

Email address

Note : The contractor is to fill up the blanks in above form before signing & submitting the bid.

This application is made with full understanding that bids submitted by bidders will be subject to verification of all information furnished for bid evaluation during the bidding process.

Signature of Authorized representative of the bidder.

PROFORMA – 2

Letter for Un-Conditional acceptance of Bid Document

(To be up loaded online after filling, signed, stamped and scanned) To

The STC of India Ltd.
Jawahar Vyapar Bhawan
1,Tolstoy Marg, New delhi-110001.

Subject: - Unconditional acceptance of Bid Conditions

Dear Sir,

1. I/We have read and examined and understood all the conditions in the bid documents for the subject work and we hereby unconditionally accept the bid conditions entirely for the said work.
- 2 I/we undertake to execute the above items strictly in accordance with the requirements and particulars /Specifications stipulated in the bid documents.
3. I/we hereby further undertake that during the said period:-
 - (a) I/we shall not vary/alter or revoke my /our bid during the validity period of Bid after bid submission.
 - (b) I/we have quoted for the complete scope of the said work
4. I/we undertake to abide by the terms and conditions as stipulated in STC bid documents and as amended thereafter before award of work.
5. I/We have not enclosed any condition/deviation to conditions of Bid documents in the envelope containing Price Bid.
6. I/we agree that in an event of conditional bid , the bid is liable to be rejected without assigning any reason whatsoever and the Earnest Money deposit is liable to be forfeited.
7. This undertaking is in consideration of STC to open my bid and considering and evaluating the same for the purpose of award of work in terms of provision of bid documents.

Name_____

Designation_____

PROFORMA – 3

(To be up loaded online after filling, signed, stamped and scanned)

Past Contractual performance/declaration by the bidder

This is to certify that We, M/s.-----in submission of this offer confirm that-

1. We have not made any misleading or false representation in the forms, statements and attachments in proof of the bid evaluation criteria.
2. We do not have records of poor performance such as abandoning the work, not properly completing the contract, work in-completion, fail to comply statutory compliances related to any contract, inordinate delays in completion, litigation history with STC or financial failures etc.
3. Our business has not been banned/ Blacklisted by any Central/State Govt. department/Public Sector Undertakings or Enterprises of Central /State Govt during last 3 years proceeding from the last date of bid submission. .
4. We have submitted all the supporting documents and furnished the relevant details as per the prescribed format.
5. The information and documents submitted with the bid by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.
6. We have not submitted any fraudulent document/information either in present or past bids due to which, STC can invokes its right to disqualify us/me or take any action as deemed fit such as forfeiture of EMD/ debarring of business for 2 years.
7. There has been no judgement/award by tribunals/orders if any against us/me pertaining to cheque bounce/dishonor/damage or commercial disputes.

Signature of Authorized representative of the bid Bidder's stamp

PROFORMA – 4

(To be uploaded online after filling, signed, stamped and scanned)

BID SECURITY DECLARATION

To,

The Deputy General Manager (Elect.)

General

The State Trading Corporation of India Ltd.

Jawahar VyaparBhawan, Tolstoy Marg, New Delhi-110001.

Dear Sir,

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security/Security Deposit, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Sign.....

Name:

Duly authorized to sign the bid for an on behalf of :
complete name of Bidder)

Dated on _____ day of _____

AGREEMENT

(To be executed on the Rs. 100/- stamp paper as per Delhi Stamp act)

This agreement is made on the _____ day of _____, Two thousandBetween The State Trading Corporation of India Ltd., the Company incorporated under Companies Act, 1956, having its registered office at Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi – 110001 (hereinafter referred to as the “STC”, which expression shall unless it be repugnant to the context be deemed to mean and include its successors and assigns) on the one part and M/s

_____ a company registered under the companies act 1956/2013 or a partnership registered under the Indian Partnership Act 1932 or Sole proprietorship registered under the licence no./certificate no. _____

(hereinafter referred to as the “Contractor”, which expression shall unless be repugnant to the context be deemed to mean and include its successors and assigns) whereas the STC having its registered office at Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi-110001 on the other part wherever mentioned as per terms of the bid document and annexures including general conditions and where STC desires certain works to be executed By the contractor viz. “_____” in considerations of the amount Of Rs. _____ (Rupee in words) and subject to such terms and conditions as set out in the bid documents (Bid No. __dated____) which shall form part of the contract.

And where in consideration of the payments to be made by the STC as per terms of the bid document and annexures including general conditions, the contractor hereby agrees with the STC in furtherance of the bid document and annexures including general conditions, to perform the work of **Hiring of Housekeeping Staff for one year at Jawahar Vyapar Bhawan, 1-Tolstoy Marg, Connaught Place, Delhi & STC Housing Colony New Delhi-110017**, in conformity with the provisions of this

agreement.

And where the STC per terms of the bid document and annexures including general conditions, agrees to pay the contractor in consideration of the performance of the work of **Hiring of Housekeeping Staff for one year at Jawahar Vyapar Bhawan,1-Tolstoy Marg, Connaught Place , Delhi & STC Housing Colony New Delhi-110017.**

Such amounts as may become payable under the provisions of the agreement at the times and in manner prescribed by the agreement.

NOW IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS

That the terms and conditions in the bid documents(Annexure-A) and award letter (Annexure-B) No._____dated shall form integral part of the agreement and all the terms and conditions of Bid Documents/ Award letter shall be deemed to be the terms and conditions of this agreement.

For the sake of brevity the same are not reproduced herein and are placed as annexure- A and Annexure – B of this agreement and shall be binding on both the parties.

This agreement shall be binding upon and inure to the benefits of the parties and their respective successors and permitted assigns.

ACCEPTED AND AGREED as of the first date above written by the following authorized party / representatives.

Signature of the Contractor

Signature of the representative of

STC Name:

Name:

Designation:

Designation:

In the presence of

Signature

Signature

Name:

Name:

Designation:

Designation:

Price bid format

(To be quoted in the format as per GeM only)

Prices for Hiring of Housekeeping Staff for one year at Jawahar Vyapar Bhawan,1-Tolstoy Marg, Connaught Place , Delhi & STC Housing Colony New Delhi-110017.

S.No.	Item description	Quoted Price (Rs.) per annum
01	Amount quoted for “Hiring of Housekeeping staff 10 nos. (09 nos. housekeeper-unskilled and 01 no. Supervisor skilled) for JVB. And 03 nos. (02 nos. unskilled- housekeeper and one Gardener—semi skilled) for Housing colony”. The amount quoted shall include the other allowances. (Including all taxes and duties & GST).(In words Rs.....)

Signature of authorized representative of the bidder with seal-

Note:

1. The price comparison shall be done on the basis of price quoted.
2. Goods and Service tax shall be included in the price quoted.
3. No other format of price submission shall be accepted. Bidder should sign on every page of the bid.
4. The bidder is required to quote for the complete work, though STC reserves the right to award the work in full or in part.