

Chittaranjan National Cancer Institute
37, S. P. Mukherjee Road,
Kolkata- 700026

Notice Inviting e-Tender No: CNCI/eNIT-19/2018-19

The Director, Chittaranjan National Cancer Institute, invites online submission of e-tenders on **<http://eprocure.gov.in>** for **Washing of Soiled Linens of Indoor Patients of 200 bedded hospital at CNCI ,Kolkata..**

Last date of submission of tender--- upto 14.00 hrs. on 30.07.2018

Date and time of opening of tenders---14.30 hrs. on 06.08.2018

Firms interested to participate can view the complete set of tender documents on CNCI website: **www.cnci.org.in** and/or **[/http://eprocure.gov.in](http://eprocure.gov.in)**

Director

CHITTARANJAN NATIONAL CANCER INSTITUTE
(An Autonomous Body under the Ministry of Health and Family Welfare,
Govt. Of India)

P 37 S.P.MUKHERJEE ROAD, KOLKATA-700026

Ph'033-24765101, website: www.cnci.org.in

e-Tender No.:CNCI/eNIT-19/2018 -19

Tender Notice

Sub:- e-Tender for Laundry Service.

Sealed Tenders are invited from reputed, and experienced vendors/ agencies for **Washing of Solid Linens of Indoor Patients of 200 bedded hospital at CNCI ,Kolkata.**

Name of work	Tender fee(INR)	Earnest Money Deposit(INR)	Bid Validity Period
Laundry Service	Nil	15,000.00	1 Year

ELIGIBILITY CRITERIA

- 1) The Agency should have experience for providing Laundry Service in any superspeciality hospital or hospital of >200 beds . List of such clients along with satisfactory performance certificate from such clients may be submitted..
- 2.Detailed specifications, Terms and Conditions are given in the tender document which can be obtained from the web site: www.cnci.org.in.. or <http://eprocure.gov.in>
3. The tender documents/ forms are not transferable.
4. Quotations should be submitted along with EMD of Rs.15, 000/- (Rupees fifteen thousand only) in the form of DD, drawn in favour of

the Director, Chittaranjan National Cancer Institute, payable at Kolkata .

5. Schedule dates for tender:

- i) Last Date for submission of Tender(online) upto 2pm on 30.07.2018.**
- ii) Opening of Tenders(online) at 3.00 pm on 06.08.2018**

Any future amendment will be notified in the tender web site <http://eprocure.gov.in> only.

Director

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Tender Form

(For use against e-tender notification for diet supply)

General Declaration from the tenderer for the Laundry Services of the CNCI Hospital at 37, S.P. Mukherjee Road. Kolkata- 700026 (to be duly filled in and submitted within the date specified in the tender)

1. Name of the Firm
2. Full Postal Address with telephone and fax Nos., email id
3. Name of the Proprietor/ Partner in the firm, if any (Copy of the deed to be submitted)
4. Name and designation of the authorized contact person with address telephone Nos., fax No. and Email id
5. Existing Laundry Service Centre at.. (address).
6. Facilities available in the Centre including distance from CNCI
7. Timing and method of service.

8. The Agency should furnish attested copies of the following documents:-
- I. Income Tax / Service Tax returns for the last three assessment years.
 - II. License of Kolkata Municipal Corporation e.g. Enlistment, PFA, Removal of solid waste, Non Residential use.
 - III. Trade License essential for carrying out the activities under the contract Copy of GST Certificates , if applicable.
 - IV. Sales Tax returns, if applicable
 - V. PAN CARD of the Proprietor/ Partner/Company.
 - VI. Registration Certificate under Contract Labour(R&A)Act 1970.
 - VII. Annual turnover Statement for last three years.
 - VIII. Last Paid Challan for P-Tax
 - IX. Solvency Certificate from bank for at least 5 lakhs
 - X. Earnest money deposit with tender
 - i) Amount
 - ii) Bank draft no.
 - iii) Date
 - iv) Bank and branch
 - XI. List of present client with duration of service (Attach separate sheet and experience certificate)
 - XII. List of past clients with duration of service (Attach separate sheet and experience certificate)
- I/We hereby certify that my/our firm has not been disqualified by any office/ Department of Central Government/ Undertaking of Govt. of India/ Government of West Bengal at any time.
- The information furnished above is true to the best of my knowledge.

DATED
PLACE

SIGNATURE
DESIGNATION
SEAL OF THE FIRM

List of enclosures:

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Date

**Name and Signature of the
Bidders**

Special Terms and conditions

1. The Agency will collect the Dirty Linens from different wards of the hospital
2. They will deliver the linens to the respective wards
3. They will wash the linens at their own premises.
4. The Institute will provide a space(approximately 500 square feet)to them for operational purpose.
5. The contractor should submit the item-wise cost break-up of each linen to be washed.
6. Rates should be quoted in wards and figures. The rates should be quoted inclusive of all taxes.
7. All the consumables and other materials will be procured by the agency at their own expenses.
8. The service provider will provide staff to carry the solid linens namely Bed Sheets,Shirts,Pants, draw Sheets,Pillow Case,Gown, Cutsheet,Mop, Leggins,Small sheets,Apron,Towel,Net,Blanket, Screen,/ Curtain OT Drapes both small and large etc form the wards. OTs and other areas to their laundry for washing and collect the washed ones as per schedules accordingly. Any torn or unusable linen shall be documented and returned to the respective wards.
9. The laundry service shall be carried out on daily basis, during the office hours only.(9.00 a.m. to 5 p.m.) Under no circumstances it will function beyond the stipulated time.
10. Ward Master , CNCI will monitor the function of the laundry services.
11. The appointed agency shall submit bills monthly for the charges of washing for the solid linens for arranging payment
12. The agency must inform CNCI Authority well in advance(at least 15 days) with proper justification, in case of any suspension of work by them.

13. Sub-letting of the contract either in part or whole will not be permitted under any circumstances and, if found, the security deposit money will be forfeited.
14. The contractor should produce sufficient documents to establish his financial soundness and abilities to undertake the proposed business.
15. The payments for supply of Laundry Service will be made against submission of monthly bills and no advance payment will be made.
16. The contractor should have his own modern Laundry System of adequate size with proper infrastructural facilities.
17. L1 for individual items will not be taken into account. Amount sum total of all the items only will be considered for determination of the L1 bidder

Terms and Conditions

18. The contractor should possess a proper license of Kolkata Municipal Corporation and should furnish attested copies of the following documents:- . The Contractor should furnish attested copies of the following documents:-

- i) Copies of Income Tax / Service Tax returns for the latest three assessment years.
- ii) Copy of Trade License essential for carrying out the activities under the contract. The contractor should possess a proper license of Kolkata Municipal Corporation
- iii) Copy of GST Certificates , if applicable.
- iv) Copy of PAN CARD of the Proprietor/ Partner/Company.

v) Details of experience with documentary evidence

VI) Certificate for the list of machines and equipments to be used in kitchen, house- keeping to facilitate management work .

VII) A Copy of Registration Certificate under Contract Labour(R&A)Act 1970.

VIII) Annual turnover Statement for last three years.

19. The contractor should submit copies of current Professional Tax, GST Certificate, Pan No issued by Income Tax Department and Kolkata Municipal License certificate.

20. An amount of **Rs. 15,000.00** (Rupees fifteen thousand) only as EMD(refundable as per Rule) is to be submitted through Bank Draft

drawn in favour of the **Director , CNCI payable at Kolkata** , along with the tender documents.

21. The successful bidder will have to deposit an amount of Rs.50,000.00 (Rupees fifty thousand only) in the form of Demand Draft drawn in favour of the Director, CNCI, Kolkata, payable at Kolkata, and execute an agreement with the Director before commencement of the work. as security deposit which will be retained by CNCI till the expiry of the contract period will be refunded without any interest after the expiry of the term.
22. The Contractual period will initially be for one year. Under no circumstances , the contractor will discontinue the service before the expiry of one year term. However, the Institute reserves the right to terminate the contract by giving one month's notice.
23. The contract may be extended for another one year under the same terms and conditions depending on the satisfactory performance of the contractor and requirement of the Institute. The contractor should not discontinue the service during the extended period of contract, if extension is given. However the Institute right to terminate the contract by giving one months' notice.
24. The contractor should enter into an agreement with the institute prior to commencement of **Washing of Soiled Linens in terms of the tender.**
25. The event of delayed/ failure of supply of washed linens to the extent the quality, quantity shall amount to breach of agreement resulting in termination of contract forthwith with the vendor, followed by forfeiture of EMD and security deposit in full.
26. With regard to the interpretation of the terms and condition, the decision of CNCI shall be final and binding to the bidder.

27. CNCI reserves the right to accept or reject any or all quotations without assigning any reason.
28. Settlement of any dispute emanating from the contract is subject to the jurisdiction of Kolkata only.

Critical Dates

Serial No.	Particulars	Date and Time
1	Date and time of uploading Tender[Online]	06.07.2018 at 14.00.00Hrs.
2	Date and time of Document Download and Bid Submission Starts[Online]	07.07.2018 at 14.00 Hrs.
3	Date and time of Document Download and Bid Submission End[Online]	30.07.2018 upto 14.00 Hrs.
4	Date and Time for submission of EMD and tender fee and other Document[Offline]	30.07.2018 Upto 14.00 Hrs.
5	Date of time for Technical Bid Opening[Online]	06.08.2018 at 15.00 hrs.
6	Date and time for Financial Bid Opening[Online]	To be notified later