

**GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE  
VIKRAM SARABHAI SPACE CENTRE (VSSC)  
THIRUVANANTHAPURAM**

**Tender for Housekeeping/Janitorial works in APEP Campus, APEP Guest House and Housing Colony premises including Children's Park**

**Bids to be submitted online**

**Tender No.: VSSC/PURCHASE UNIT III (SPRE)/VS202400254501 dated 06-06-2024**

## A. Tender Details

Tender No :	<b>VSSC/PURCHASE UNIT III (SPRE)/VS202400254501</b>
Tender Date :	<b>06-06-2024</b>
Tender Classification:	<b>GOODS</b>
Purchase Entity :	<b>PURCHASE UNIT III (SPRE)</b>
Centre :	<b>VIKRAM SARABHAI SPACE CENTRE (VSSC)</b>

### **Housekeeping/Janitorial works in APEP Campus, APEP Guest House and Housing Colony premises including Childrens Park**

Vikram Sarabhai Space Centre (VSSC) located at Thumba, Thiruvananthapuram, Kerala 695022 proposes to engage janitorial workers on Work Package mode with reputed Service Providers for general cleaning of office buildings/premises (including toilets)/clean rooms/workshops, laboratories, parking area etc. at different areas of VSSC campus.

This contract is for a total area of 63,02,400 sqm (approx.) in APEP area of VSSC/ISRO, Aluva (Rooms, corridors, Conference Hall, toilets, terraces and surrounding, Guest house & Children park, etc)

This is a PT Single part Tender. Techno-Commercial and Price bids are to be submitted together. Tenderers are advised to refer the tender document and follow the tender schedule strictly.

Please ignore Clause no 4 and Clause no 23 of Annexure B3 as they are regarding Pre-Bid meeting and it is not mandatory in this case.

#### **A.1 Tender Schedule**

Bid Submission Start Date :	<b>07-06-2024 10:00</b>
Bid Clarification Due Date :	<b>19-06-2024 17:00</b>
Bid Submission Due Date :	<b>01-07-2024 14:00</b>
Bid Opening Date :	<b>01-07-2024 14:00</b>

## **B. Tender Attachments**

### **Technical Write-up/Drawings**

**Document : General Terms**

### **Instructions To Vendors**

2. False Declarations will be in breach of the Code of Integrity under Rule 175 (1) (i) (h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.

3. Please ignore Clause no 4 and Clause no 23 of Annexure B3 as they are regarding Pre-Bid meeting and it is not mandatory in this case.

## C. Bid Templates

### C.1 Technical Bid - Housekeeping/Janitorial works in APEP Campus, APEP Guest House and Housing Colony premises including Children's Park

#### 1. House Keeping

#### Document : Terms & Conditions

#### Common Specifications (Applicable for all items)

SI No	Specification	Value	Compliance	Offered Specification	Remark
1	Work Package for Housekeeping/Janitorial work in APEP for two years.		-		

#### Supporting Documents required from Vendor

1. Please upload your detailed quotation in pdf format which should include all vendor specified terms as well as prices for the items in line with the RFP document on your company letter head duly signed by an authorized personnel.

5 additional documents can be uploaded by the vendor

## C.2 Commercial Terms / Bid

Sl. No.	Description	Compliance	Vendor Terms
1	Housekeeping Service at APEP	Yes / No / Explain	
2	TAXES AND OTHER COSTS, IF ANY [Please Specify the rates]. Note: All Tax invoices issued by Service Providers on or after July 01, 2017 shall invariably bear their GST registration number (GSTIN) and the applicable GST rates. In the absence of which, the invoices shall not be processed for payment [AS PER RFP]	Yes / No / Explain	
3	DELIVERY TERMS [ON-SITE (APEP)]	Yes / No / Explain	
4	PERIOD OF CONTRACT [AS PER RFP]	Yes / No / Explain	
5	Down Time Compensation:[AS PER RFP]	Yes / No / Explain	
6	PAYMENT TERMS [AS PER RFP]	Yes / No / Explain	
7	SECURITY DEPOSIT [AS PER RFP]	Yes / No / Explain	
8	PRICE VARIATION CLAUSE [AS PER RFP]	Yes / No / Explain	
9	Quote Validity: 120 days from the date of Tender opening.	Yes / No / Explain	
10	Contract ordering address in full with Contact Persons Name, E-mail id, Phone No.	Yes / No / Explain	
11	If any of the bidders submit any forged or false documents along with the Tender, such tenders will be summarily rejected and such bidders will be blacklisted for all future tenders.	Yes / No / Explain	
12	ALL OTHER TERMS & CONDITIONS OF RFP	Yes / No / Explain	
13	ANY OTHER TERMS	Yes / No / Explain	
14	Please ignore Clause no 4 and Clause no 23 of Annexure B3 as they are regarding Pre-Bid meeting and it is not mandatory in this case.	Yes / No / Explain	

## C.3 Price Bid

Sl. No.	Item	Quantity	Unit Price	Currency	Total Price	Remark
1	House Keeping	1.00 Lot		-		