**ZO/BSD/2023-24/ Date: 05.09.2023**

NOTICE INVITING TENDER

To,

Reputed firms / companies and contractors in the field of providing housekeeping services.

Dear Sir,

Reg Tender Document for Housekeeping & General Cleaning works at Central Bank of India’s building at plot no. 4, block no. 54, D B Gupta road, Karol Bagh, New Delhi-110005.

1. Online tender (through GeM Portal) are invited from the reputed firms / companies / contractors in the field of providing housekeeping and general cleaning services at Central Bank of India’s building at plot no. 4, block no. 54, D B Gupta road, Karol Bagh, New Delhi-110005. Tender documents may be obtained from on line through GeM Portal. Tender fees of Rs. 1000/- (One Thousand Only) in the form of DD in favor of Central Bank of India payable at Delhi to be submitted at BSD/GAD, Central Bank of India, Zonal Office Delhi, 2nd Floor, Plot No. 4 Block no. 54, D B Gupta Road, Karol Bagh, New Delhi-110005 super scribed “HOUSEKEEPING & GENERAL CLEANING WORKS IN CENTRAL BANK OF INDIA ZONAL OFFICE**”**. (Exemption: Submission of valid Micro and Small Enterprises (MSEs) certificate as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department). **Tender fees Are to be submitted at above address before the last date of Online Tender bid submission. Any tender not accompanied with the specified tender fee unless otherwise exempted shall be rejected.**

1.1 **Submission of Tender**:

Due date of submission of Tenders is 27**.09.2023 (last date of submission)** before 3:00 p.m. The tenders are to be submitted /filled online in GeM portal.

1.1.1 **Technical bid [PART 1]**

Technical bid document duly signed by firm/vendor to be uploaded in GeM Portal. Earnest Money Deposit of Rs. 20000/- (TWENTY Thousand Only) in the form of DD in favor of Central Bank of India payable at Delhi to be submitted at BSD/GAD, Central Bank of India, Zonal Office Delhi, 2nd Floor, Plot No. 4 Block no. 54, D B Gupta Road, Karol Bagh, New Delhi-110005 superscribed “HOUSEKEEPING & GENERAL CLEANING WORKS IN CENTRAL BANK OF INDIA ZONAL OFFICE**”**. (Exemption: Submission of valid Micro and Small Enterprises (MSEs) certificate as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department). **EMD are to be submitted at above address before the last date of Online Tender bid submission. Any tender not accompanied with the specified tender fee unless otherwise exempted shall be rejected.**

1.1.2 **Price bid [PART 2]**

Price Bid for housekeeping services at Central Bank of India, Sir Sorabji Bhawan, Delhi to be submitted/filled online through GeM Portal.

1.2 Tenders as above will be submitted through GeM up to 3:00 p.m. on 27**.09.2023** (**last** **date of submission**) and Technical Bid of tender will be opened at 3.30 PM on 27**.09.2023** or subsequent date under advice to the tenderers at above mentioned address. Opening of Price Bids will be informed in advance to technically qualified bidders.

1.3 Tenders received late on account of any reason will not be entertained.

1.4 The Earnest Money Deposit by Demand Draft payable at Delhi must accompany each tender and the tenders not accompanied by the Earnest Money Deposit and Tender Fees (as applicable) by Demand Draft shall be rejected as NON-RESPONSIVE. (**Exemption**: Submission of valid Micro and Small Enterprises (MSEs) certificate as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department).

1.5 Tenders shall remain valid for 120 days after the deadline for submission of bids prescribed. In exceptional / unavoidable circumstances, Bank may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing (or by email). The EMD shall also be suitably extended. A Bidder may refuse the request without forfeiting its EMD. A Bidder granting the request will not be required nor permitted to modify its tender.

* 1. Vendors confirming to eligibility criteria mentioned in this tender shall apply for the process. Any question/doubts related to document may be clarified with Bank over phone on 011-42827824 / 816 (10am to 5pm). The tender shall not include any conditions whatsoever. Only unconditional tender will be accepted. Any conditional tender will be liable for rejection.

1.7 Any amendments / corrigendum to this tender notice shall be published in Bank’s website only. Therefore applicants are requested to visit the Bank’s website regarding modifications / corrigendum issued.

1.8 The Bank will not be bound to accept the lowest tender and reserves the right to accept or reject any or all tenders.

###### **MANISHA KAUSHIK**

ASST. GENERAL MANAGER-BSD