

OTHER CONDITIONS -----

- (1) The Service Provider should not have been blacklisted by any Govt. / PSUs / Banks / LICI / Reputed Private Limited Companies. The Bidder has to submit an affidavit to that effect in a non judicial stamp paper worth Rs. 100/- duly notarised.
- (2) Statutory Norms(if applicable) are to be followed strictly by the vendor
- (3) Contract may be extended beyond 31.07. 2025 for a period of (1+1) Years , on satisfactory delivery of Service by the existing Service Provider. The decision of the Competent Authority of the buyer shall be final in this regard.
- (4) The minimum rate to be quoted by the Service Provider is Rs 1.60 (Rupee One and paise sixty only) per square feet (both covered and uncovered area) for Sweeping and Cleaning services. Any rate below the threshold limit of Rs 1.60 (Rupee One and paise sixty only) will be summarily rejected.
- (5) For Sweeping and Cleaning Services, the Service Provider is to quote the rate per Square feet per month excluding GST.
- (6) Minimum turnover for each of the last three(3) financial years should be 1 crore. The service provider should provide IT returns/audited balance sheets/ CA certificate for last three years(2020-21, 2021-22, 2022-23)
- (7) The Bidder should have a running contract(2024-25) of Rs. 25 lacs turnover in the jurisdiction of West Bengal
- (7) At Least one dedicated Supervisor must be deployed by the Service Provider to monitor the entire job of Sweeping and Cleaning Services at different Properties and also to keep liaison with Buyer in case of any issues which may arise so far the Sweeping and Cleaning Services are concerned.
- (8) The Supervisor is to report to Buyer once every week during Office hours and to give report in regarding Sweeping and Cleaning of Properties.
- (9) The quoted rate should be inclusive of all charges including Supervision charges but excluding GST.
- (10) Reimbursement of monthly bill will be made by the Buyer only on the basis of accepted quoted rate per square feet and GST subject to Tax Deduction at Source as per Statutory Norms and no separate charges for any purpose and / or issues will be reimbursed by the Buyer in any case.
- (11) The Competent Authority of Buyer reserves the right to increase and or decrease in total sweep able area giving prior Notice of 15(fifteen) days to Service Provider.
- (12) The Competent Authority of Buyer has absolute discretion to add and or remove any property and or area of any premises at any time during the entire Contract period giving 15(fifteen) days prior Notice to Service Provider.

- (13) Integrity Pact has to be uploaded by the Bidder compulsorily duly executed in all pages under their seal and signature.
- (14) Bidder must submit Bid Security declaration in Rs 100/- non-judicial stamp paper duly Notarised by Public Notary.
- (15) The Successful Bidder who shall be awarded the Bid, shall have to deposit Security Deposit of 10% of Basic Tender Value (excluding GST amount) quoted. Such Security Deposit has to be deposited within 7 days of awarding the bid to the successful bidder. The Security Deposit has to be deposited favoring LIC of India by way of Bank demand draft/ Bank Guarantee payable/redeemable at Kolkata.
- (16) The bidder must have an operational office within the Municipal jurisdictions of Kolkata / Bidhan Nagar(Salt Lake) / Rajarhat/ Newtown / Howrah. The Bidder must upload the credential of having such operational office as mentioned above. The credentials may be Land line Telephone bill/ Eletricity connection bill / Municipal Tax payment receipt / Property Tax payment receipt/ Property Tax payment receipt/Rent deed.
- (17)
 - (i) Sweeping and Cleaning Services means sweeping, cleaning, mopping with branded materials on regular basis in all the premises.
 - (ii) Sweeping and Cleaning means sweeping, cleaning and mopping with branded materials on regular basis excluding Sundays and Holidays as per Buyer's Holiday List in all the Office premises, which will be marked by Buyer from time to time.
 - (iii) Sweeping and Cleaning means sweeping, cleaning with branded materials on regular basis in all the residential premises in all the days as will be marked by Buyer from time to time.
 - (iv) Sweep able area means both covered and uncovered area and as will be specified by the Buyer. The decision of Buyer in this regard is final.
- (18) The process of payment of bill by the buyer will be in the form of reimbursement. The service provider will submit the bill along with the documentary proof of the salary/wage paid to the Sweeper workmen as per the terms and conditions of the Statutory Authority and accordingly Buyer will make reimbursement of the same after checking/verifying the correctness and accuracy of the said bill.
- (19) GSTR1 and 3B of previous month along with e-invoice, if applicable, of current month must be submitted for re-reimbursement against current months' bills.
- (20) GST & Tax deduction at source will be made as per rules.
- (21) For the purpose of interpretation of the various conditions of the Tender in GeM and its' subsequent allocation, the decision of Competent Authority is final.
- (22) Payment of monthly wages to workmen must be made within 7th day of subsequent month. Delay in such payment would attract penalty @ Rs 3000/- (Rs Three Thousand only) for every day's delay.
- (23) Satisfactory performance certificate from LIC is to be submitted by existing/previous vendors of LIC.