

**INDIA TOURISM DEVELOPMENT CORPORATION LTD.**

**UNIT: HOTEL KALINGA ASHOK, BHUBANESWAR**

**NOTICE INVITING TENDER (NIT)**

**SUMMARY SHEET/SALIENT FEATURE OF THE TENDER**

1.	Title of Tender	<b>ONLINE E-TENDER FOR ANNUAL RATE CONTRACT FOR LAUNDRY SERVICE AT HOTEL KALINGA ASHOK BHUBANESWAR</b>
2.	Product Category	Laundry work
3.	Sub Category	Services
4.	Type of bidding	Two bids <b>(Technical Bid and Financial Bid)</b>
5.	Tender Estimated Value	<b>Rs.5,48,628.00</b> / plus taxes if any
6.	EMD Value	<b>Rs. -11,000.00 (online payment)</b>
7.	Tender announcement Date	<b>19.08.2019</b>
8.	Last Date & Time of Submission of Bids	<b>10.09.2019 Time 15:00 Hrs (online)</b>
9.	Date & Time of opening of Technical Bid	<b>11.09.2019 Time 15:00 Hrs</b>
10.	Pre-Bid clarification start & end date & time	<b>24.08.2019 Time 1400-1600hrs</b>
11.	Pre qualification detailed	As per Bid with the desired EMD and Uploading document stated in Form -A
12.	Validity of offers	<b>120 days</b> from the date of opening of tender
13.	Details of the contact person for inspection of site/clarification, if any.	<b>I/C MM&amp;D HOTEL KALINGA ASHOK</b>
14.	Contact Person	<b>I/C MM&amp;D</b> Hotel Kalinga Ashok, Gautam Nagar, Pin-751014 Ph-0674-2431055/2432056, Mob-9937023020

For any clarification regarding online registration and online submission etc. intending bidders may visit website <https://etenders.gov.in/eprocure/app> Intending bidders, in their own interest, may approach the e tendering helpdesk well in advance to ascertain the requirements to participate in the tender.

**(I/C MM&D)  
HOTEL KALINGA ASHOK**

## SECTION-A

### INDIA TOURISM DEVELOPMENT CORPORATION LTD.

**Unit: HOTEL KALINGA ASHOK, BHUBANESWAR**

#### **E- Tender Notice**

**REF:\_\_\_\_\_**

Online tenders are invited for one year rate contract for laundry service from the prospective bidders having godown/storage facility at Bhubaneswar and having ----- yrs of experience in supplying to Restaurants/Hotels/ any firms on annual rate contract basis as per specification given in the tender document. The tenders are required to be submitted online in two bid system (technical and financial bids) in the prescribed format. The tenders can be applied from the website <https://etenders.gov.in/eprocure/app> or through a link- Tenders > E-procurement on website [www.hotelkalingaashok.com](http://www.hotelkalingaashok.com) & [www.theashokgroup.com](http://www.theashokgroup.com).. The **EMD of Rs.11,000/-** in words eleven thousand only (Refundable without interest to unsuccessful parties on finalization of the contract) which is to be deposited electronically through NEFT/RTGS payment in the account of 'India Tourism Development Corporation Ltd.' at the below mentioned details.

#### BANK Details for EMD Payment through NEFT/RTGS:

- Name – UNITED BANK OF INDIA
- Branch Name – HOTEL KALINGA ASHOK
- IFSC Code –UTBIOHKAK34
- Bank Account Number –1505050010001

Bidders are required to submit the details of Unique Transaction Reference (UTR) Number towards EMD deposit at the time of Bid submission/ Preparation. The cost of money transfer has to be borne by the bidder. It is advised that the bidders should consider the time taken to process the payment electronically (i.e. NEFT/ RTGS) to ITDC, into consideration before submitting the bid. ITDC will not liable (in any case) for delay/non-payment in this regard.

The scope of work and terms and conditions are given in following pages. The format for financial Bid is at Annexure-III.

**Document Download:** Interested Firms can download the Tender document from the ITDC website, [www.theashokgroup.com](http://www.theashokgroup.com) (for reference only) and Central Public Procurement Portal i.e. CPPP site <https://etenders.gov.in/e procure/app> as per the schedule given in CRITICAL DATE SHEET as under:-

**CRITICAL DATE SHEET**

Tender Announcement Date	<b>19.08.2019</b>
Pre-bid Meeting & Venue	<b>24.08.2019 (14.00 to 16.00 Hrs)</b>
Last Date and Time of Tender Submission	10.09.2019 till 15:00 hrs
Date and Time of opening of Techno commercial bid	11.09.2019 at 15:00 hrs
Contact Person	<b>I/C(MM&amp;D)</b>

**Bid Submission:-**

- Bids shall be submitted online only at CPPP website:- <https://e procure.gov.in/e procure/app>.
- Bidders are advised to follow the instructions “Instructions To Bidder for Online Bid Submission” provided in the Annexure I for online submission of bids.
- Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- Intending tenderers are advised to visit the I.T.D.C. website:- [www.theashokgroup.com](http://www.theashokgroup.com) and <https://etenders.gov.in/e procure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment. The quoted item should strictly comply with our requirement given in the tender document. **Incomplete/conditional** offer or tender **without EMD** will be rejected out rightly. The tender completed in all respect must be applied online before the last date and time of tender submission. The Techno Commercial Bid will be opened on the scheduled date and time of opening online bids. Financial Bids of only technically qualified tenders shall be opened at a later date which will be intimated to only technically qualified bidders. The Management reserves the right to accept/reject any or all bids in part or all without assigning any reason thereof.

**INDIA TOURISM DEVELOPMENT CORP. LTD**  
**UNIT:HOTEL KALINGA ASHOK, BHUBANESWAR**

**ANNUAL CONTRACT FOR LAUNDRY SERVICE DURING 2019-20**

The bidder should carefully read the clauses here under, before submitting their bids. Clarifications, if any, may be sought prior to submission of bids. No request for clarification will be entertained once the tender is submitted:-

1. Online tenders are invited for **one year rate contract for laundry service** to Hotel Kalinga Ashok, Bhubaneswar from the parties having experience in of such items in restaurants/hotels.
2. During the process of e-tendering, the bidders must be extremely careful in making their bids and will be fully liable and responsible for the bids submitted by them, including any errors made by them, if any, and no complaints / representation in this regard will not be entertained by ITDC.
3. Contractor will be taken on staggered delivery basis as per requirement. The quantities shown in the list are only estimated requirement for the guidance of the bidders. Management reserves the right to demand quantities in excess or less to any extent than the above estimated requirements and no argument of any kind will be entertained.
4. The rates quoted should be “NET RATES” to be delivered at Hotel Kalinga Ashok, Goutam nagar, Bhubaneswar.
5. Rates should be quoted strictly according to the unit of measurement specified against each item. For evaluation of the bids, the rates quoted shall be presumed for the units of the measurement given in the tender document only.
6. The prospective bidder **should quote for all the items and no rate column should be left blank.**
7. Totals should be calculated on the basis of estimated quantities and the rates quoted should also indicated in the Amount Column of the schedule.
8. Please note that the “DRAFT AGREEMENT” accompanying the tender documents are for general guidance and the successful bidder will have to sign an agreement, with amendments, if any, considered necessary by the corporation.
9. “FORM-A” (as per Annexure-II) provided with the documents has to be uploaded by the bidders duly supported by documents as mentioned in Checklist.
10. As per the agreement required to be signed, the management reserves the right to call upon the supplier to continue the supplies on same terms and conditions for a mutually agreed time period in excess to the contracted period, at the rates of the immediately preceding month provided such an extension is made before next year’s tenders are accepted by the Unit/corporation and communicated to the concerned supplier. Similarly, the corporation also reserves the right to defer the commencement of the supply period by **three months**.
11. **Security deposit** A security deposit @ 10% of the total tender value Through Bank Draft in favour of Hotel Kalinga Ashok, payable at Bhubaneswar for a period of **12 months** from the date of award of the contract (No interest will be paid on security deposit) will have to be paid/ deposited by successful tenderers or the EMD Amount which was submitted at the time of applying of the tender can be adjustable in the form of security deposit only for successful tenderers and the remaining amount of the total security deposit has to be paid either in online/Demand draft in favour of Hotel

Kalinga Ashok, Bhubaneswar within 10 days of the receipt of acceptance letter from the hotel management/ Corporation

12. **E.M.D:-** The EMD of **Rs11,000/-** (Refundable without interest to unsuccessful parties on finalization of contract) is to be deposited electronically through **NEFT/RTGS** payment in the account of '**India Tourism Development Corporation Ltd**' at the below mentioned details. The parties must ensure that the E.M.D proceeds are remitted / deposited well in time so that the amount of EMD proceeds are credited in ITDC account before the closing date and time of receipt of online bids failing which the bid will be liable to be rejected.

BANK Details for EMD Payment through NEFT/RTGS:

- **Name – UNITED BANK OF INDIA**
- **Branch Name – HOTEL KALINGA ASHOK**
- **IFSC Code –UTBI0HKAK34**
- **Bank Account Number –1505050010001**

The UTR details of EMD deposited should be mentioned in the Form A of technical bid It is advised that the bidders should consider the time taken to process the payment electronically (i.e. NEFT/RTGS) to ITDC, into consideration before submitting the bid. ITDC will not liable (in any case) for delay/non –payment in this regard. The cost of money transfer (including payment gateway commission and taxes etc.) has to be borne by the bidder. No interest will be paid on EMD. The earnest money of unsuccessful bidder shall be refunded on finalization of the contract. The amount will be remitted in the account details given in form-A by the bidder. In case of successful bidder refuses to accept the award or refuses to comply with any of the terms and conditions for the award of contract, the EMD shall be forfeited. Bids without EMD shall be summarily rejected. Bidders withdrawing before the announcement of successful bidder shall be liable to have his earnest money forfeited.

13. The bidders registered under Micro and Small Enterprise Act shall be exempted from payment of EMD deposit on uploading of documents issued by concerned authorities. However, such exemptions will be given strictly as per guidelines of MSME act in force and as amended from time to time.
14. All bidders will have to provide their GST number. In case the bidder is exempted, an Affidavit to this effect is to be attached to the tender.
15. All bids will be accompanied by the latest two year income tax returns for assessment year 2017-18 and 2018-19 in respect of bidder. In case the income of the bidder is not taxable, an affidavit to this effect may be attached to the tender.
16. The bidders must submit self attested copy of a valid FSSAI certificate (if applicable).
17. Delivery of Material shall be F.O.R Hotel Kalinga Ashok, Bhubaneswar
18. Payment will be released by the unit directly after 30 days of satisfactory delivery.
19. The financial bids of only technically qualified bidders will be opened and the evaluation of Financial Bid (L-1) shall be carried out on the basis of rates calculation of all Items in totality and tender will be awarded to overall L-1 bidder.
20. In case it is found during the evaluation or at any time before signing of the contract or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the bidder or the bidder has made material misrepresentation or has given any incorrect or false information, the bidder shall be

- disqualified forthwith if not yet appointed as the contractor/supplier and if the bidder has already been issued LOA or has entered into the contract as the case may be the same shall notwithstanding anything to the contrary contained therein be liable to be terminated along with forfeiture of Earnest Money Deposit (EMD) and performance security by a communication in writing by the corporation to the bidder without the corporation being liable in any matter whatsoever to the bidder and without prejudice to any other right or remedy which the corporation may have under the bidding documents the contract or under applicable law. Besides the corporation reserves the right to blacklist the bidder for any future dealing along with intimation of any appropriate penal action as per the applicable law.
21. The successful bidder shall not assign or subcontract the contract or in any manner allow any other person/persons to interfere in the management or performance of the contract without the written permission of Hotel Kalinga Ashok, Bhubaneswar.
  22. Conditional bids shall be summarily rejected and no correspondence in this regard shall be entertained.
  23. After the scrutiny of the bid documents, corporation reserves the rights to carry out Site Inspection of facilities and to check hygienic conditions of the Godown/Storage/Operational Facility of the intending bidders.
  24. In the event of inadequate response i.e. receipt of minimum of three bids, the date of opening techno commercial bid would be extended.
  25. It may be marked that the quantities are only the estimated Annual Requirement for the guidance of the bidders and in case of any short or excess in quantities during the period of the contract, the contractor shall not be entitled to claim any compensation or damages.
  26. The tenders submitted will be valid for a period of 120 days from the date of opening of the technical bids.
  27. In the event of failure on the part of the “supplier” to supply the material, as per the given schedule or short supplies the Unit/corporation shall have the right to make alternative arrangement at the cost, risk and responsibility of the supplier. The supplier shall reimburse the extra cost to the Unit/Corporation and in case of his failure to do so the Unit/Corporation shall have the right to recover the amount from the security deposit of the supplier, any dues owed to the Unit /corporation by the supplier. It should be clearly understood that the Unit/Corporation right and the supplier’s obligation for compensations is not limited to the extent of security deposit and/or the dues owed and the unit/corporation shall have the right to proceed against the supplier for the recovery of its claim in excess of the security deposit and /or the dues available with the Unit/Corporation. The Unit/Corporation has the right to withhold the security deposit and appropriate the same if need be until the dues of the supplier are fully settled.
  28. The successful bidder shall indemnify the ITDC from any direct or indirect losses suffered by the Hotel kalinga Ashok due to non compliance under GST Act. It is univocally and explicitly agreed between the parties that as a result of any non compliance on part of supplier under GST which adversely effects the GSTN ratings of Hotel Kalinga Ashok the supplier shall pay a sum as deemed fit by ITDC every non compliance which adversely effects GSTN ratings on ITDC.

29. In contingency of any non compliance which results into loss of input credit along with interest/penalties or any other monetary loss suffered because of such non-compliance under GST.
30. The supplier will indemnify Hotel Kalinga Ashok against any loss monetary or otherwise arising due to legal proceedings initiated by the tax authorities as a result on non compliance/ default in paying tax by ITDC the supplier shall indemnify Hotel Kalinga Ashok in respect of the recourse action in case of BLACK LISTING under the “compliance rating score” mechanism due to non compliance/ default by vendor.
31. The party will indemnify Hotel Kalinga Ashok for any loss suffered on account of non compliance of anti profiteering clause by party under GST.
32. The party shall ensure that the invoices raised from time to time are timely and correctly reported to their outward return.

**INSTRUCTIONS FOR SUBMITTING E- TENDERS**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates (DSC). The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained from the website at: <https://etenders.gov.in/eprocure/app>.

**REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>.) by clicking on the link “Online bidder Enrollment” on the CPP Portal **which is free of charge**.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

4) The bidder requires minimum system requirement for e-tendering as given below-

**COMPUTER /LAPTOP SYSTEM REQUIREMENT**

- A computer system with at least 1 GB RAM and internet connectivity.



- Internet Explorer 7.0 or Mozilla Firefox 3.0 or above. Internet connectivity with at least 2 MBPS Speed.
- Java Run Time Engine (JRE-1.7.0) or higher.
- Valid Class III digital signature certificate with encryption.

### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note:-** My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The EMD amount should be deposited latest by the last date of bid submission. The details of the details of UTR should be uploaded online along with the technical bid. In case the EMD has not been deposited the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the colored (unprotected) cells with their respective financial quotes and other details (such as name of the

bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

3) For further instructions on the e-submission of the bids interested bidders may refer the website link given below:

<https://etenders.gov.in/eprocure/app?page=HelpForContractors&service=page>

## INTEGRITY PACT

**(To be executed on a non-judicial stamp paper of Rs.100/-)**

This Integrity Pact (hereinafter referred to as the Agreement) is made on this day\_\_\_\_  
of the month of\_\_\_\_ 20\_\_

Between

India Tourism Development Corporation Ltd (hereinafter referred to as ITDC is a Government of India Undertaking) a company duly incorporated and existing under the provisions of the

**And**

M/s. \_\_\_\_\_(name and address of the Individual/firm/company/consortium members) through [mention details of the duly authorized signatory] (hereinafter referred to as the Bidder/Contractor which expression shall unless repugnant to the meaning of context hereof include its successors and permitted assigns).

Preamble

Whereas, the Principal has floated a Tender [Tender No.] (hereinafter referred to as Tender) and intends to award under laid down procedures, contract(s)/purchase order/work order/ for \_\_\_\_\_(name of the contract/order] or items covered under the tender (hereinafter referred to as the Contract).

Whereas, the Principal values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relations with its Bidder(s) and /or Contractor(s).

Whereas, in order to achieve these goals, the Principal has appointed competent and credible Independent External Monitors (IEM's) for this Pact after approval of Central Vigilance Commission.

Whereas to meet the aforesaid purpose both parties have agreed to enter into this Integrity Pact (hereinafter referred to as the Agreement), the terms and conditions of which, shall be read as an integral part of the tender document and contract between the parties.

Now, Therefore, in consideration of the mutual covenants contained in this Pact, both parties hereby agree as follows:-

### Section 1- Commitments of the Principal

1. The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
  - a. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

- b. The principal will during the tender process treat all bidder(s) with equality and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the process or the execution.
  - c. The Principal will exclude from the Process all known prejudiced persons.
2. If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there is a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

## **Section 2- Commitments of the Bidder(s)/Contractor(s)**

The Bidder(s)/Contractor(s) commit them Self to take all measures necessary to prevent corruption.

1. The bidder(s)/Contractors(s) commit them self to observe the following principles during participation in the tender Process and during the contract execution:-
  - a. The Bidder(s) / contractor(s) will not, directly or through any other persons or firm, offer promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
  - b. The Bidder(s) /Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
  - c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act: further the Bidder(s) /Contractors will not use improperly, for Purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical Proposals and business details, including information contained or transmitted electronically.
  - d. The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the bidder(s)/contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. And the details as mentioned in the 'Guidelines on Indian Agents of Foreign suppliers' shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupee only.

In a tender, either the Indian Agent on behalf of the Principal/OEM or the Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender. If an agents submits bid on behalf of the Principal/OEM, the same agent shall not

submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.

- e. The Bidder(s)/Contractor(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
  - f. Bidder(s)/Contractors who have signed the integrity pact shall not approach the courts while representing the matter to IEM's and shall wait for their decision in the matter.
2. The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

### **Section 3: Disqualification from tender Process and exclusion from future contracts**

If the Bidder(s)/Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or terminate the Contract, if already executed or exclude the Bidder/Contractor from future contract award Processes. The imposition and duration of the exclusion will be determined by the severity of the transgression and action will be taken as per the procedure prescribed in the "Guidelines on banning of business dealings" of the Principal.

### **Section 4: Compensation for Damages**

Without prejudice to any rights that may be available to the Principal under law or Contract or its established policies and laid down procedures, the Principal shall have the following rights in case of breach of this Agreement by the Bidder(s)/Contractor(s).

1. If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to the Earnest Money Deposit / Bid Security Amount of the Bidder/Contractor:
2. If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

### **Section 5: Previous Transgression**

1. The Bidder declares that no previous transgressions occurred in the last three years with any other company in any country conforming to the anti-corruption approach or with any other public sector enterprise in India that could justify his exclusion from the tender process.
2. If the bidder makes incorrect statement on this Subject, he can be disqualified from the tender process or action can be taken as per the as per the procedure mentioned in the "Guidelines on Banning of business dealings" of the Principal.

### **Section 6: Equal treatment of all Bidders/Contractors.**

1. In case of sub-contracting, the principal contractor shall take the responsibility of the adoption of Integrity Pact by the sub-contractor(s).
2. The Principal will enter into Agreements with identical conditions as this one with all bidders, contractors.
3. The Principal will disqualify from the tender process all bidders who do not sign and submit this Integrity Pact along with their Technical Bid for this Tender or violate its provisions at any stage of the tender process.

### **Section 7: Violations of the Integrity Pact**

If the Principal obtains knowledge of conduct of a Bidder, Contractor, or of an employee or a representative or an associate of a Bidder, Contractor which constitutes corruption, or if the Principal has substantive Suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

### **Section 8: Independent External Monitor/Monitors (IEM)**

1. The Principal will appoint competent and credible Independent External Monitor for this Pact after approval of Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. The monitor would have access to all contract documents whenever required. It will be obligatory for him/her to treat the information and documents of the bidders/contractors as confidential. He/she reports to the C&MD, ITDC.
3. The Bidder/Contractor accepts that the Monitor has the right to access without restriction to all project documentation of the principal including that provided by the contractor. The contractor will also grant the monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to sub-contractors (if any).
4. The Monitor is under contractual obligation to treat the information and documents of the Bidders(s)/ contractor(s)/ sub-contractors(s) with confidentiality. The monitor has also signed declarations on 'Non- Disclosure of Confidential Information' and of 'Absence of conflict of interest'. In case of any conflict of interest arising at a later date, the IEM shall inform C&MD (ITDC) and recuse himself/herself from that case.
5. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
6. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit nonbinding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

7. The Monitor will submit a written report to the C&MD, ITDC within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.
8. If the Monitor has reported to the C&MD, ITDC, a substantiated suspicion of an offence under relevant IPC/PC Act, and the C&MD, ITDC has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
9. The word 'Monitor' would include both singular and plural.

### **Section 9 - Pact Duration**

1. This pact begins when both parties have signed this Agreement. It expires for the Contractor 12 months after the last payment under the contract and for all other bidders 6 months after the contract has been awarded.
2. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.
3. If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this Agreement as specified above, unless it is discharged / determined by C&MD of ITDC.

### **Section 10 - Other provisions**

1. This Agreement is subject to Indian Law, the place of performance and jurisdiction is the Registered Office of the Principal i.e. New Delhi.
2. Changes and supplements, as well as termination notices need to be made in writing. Side agreements have not been made.
3. This agreement must be signed by the duly authorized signatory only. If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members. In case of any change in partnership/consortium the new partner or member will have to sign this document.
4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this Case, the parties will strive to come to an agreement to their original intentions.
5. Issues like Warranty / Guarantee etc. shall be outside the purview of IEMs.
6. In the event of any contradiction between this Agreement and its annexure, the clause of the Agreement will prevail.

For the sake of brevity, both the parties agree that this Agreement will have precedence over the Tender/Contract documents with regard to any of the provisions covered in this Agreement.

**(For & on behalf of the Principal)**

**(For & on behalf of the Bidder)**

**(Office Seal)**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Witness-1**

Signature:

Name:

Address

**Witness-2**

Signature:

Name:

**Address:**

**(Office Seal)**



**DRAFT AGREEMENT**

**SECTION-E**

THIS AGREEMENT MADE ON THIS \_\_\_\_\_ DAY OF

\_\_\_\_\_  
Between

\_\_\_\_\_  
\_\_\_\_\_  
(Hear in called "The contractor")  
of the one party.

AND

M/s

\_\_\_\_\_  
\_\_\_\_\_  
(here in called "The Company" of the  
other party witness as follows:-

1. This contractor shall carry on the business mentioned in the clause-9 of this agreement in the premises (hereinafter called the hotel Premises) situated in No.5,Old Garage area of Hotel Kalinga Ashok, Goutam Nagar,Bhubaneswar-14 or shall be allowed to take the same out for laundry purpose as may be determined by the Management.
2. The contractor shall be allowed to use the said premises i.e., old garage No.5 for the purpose of Laundry Service to the Hotel only. For the purpose, necessary washing space/infrastructure, water, and electricity shall be provided by the Hotel. For water & electricity, required fees/expenditures will be borne by the licensee, as per consumption. Necessary amount will be deducted from the bills of contractor.
3. The contractor shall use the said premises during license period for the purpose of Hotel Laundry service. In no case the contractor is allowed to use the said space as residential accommodation. Immediately on expiry of the contract period, the contractor should vacate the said premises.
4. The rates fixed with the contractor are as per Annexure-"A", "B"& "C".
5. This contract is granted for a period of one year commencing from \_\_\_\_\_and will be effect only up to \_\_\_\_\_subject to the provisions for earlier terminations thereof. The company will excise the sole direction with regard to grant of license for a further period and the Company's decision shall be final in this regard.
6. The contractor should maintain the internal structure of the premises. The company will carry out the repairs work and replacement on request by licensee and realize the cost thereof from the contractor.
7. The contractor shall furnish the premises on his own cost but overall design of furnishing shall be subject to the prior permission of the Management.

8. The contractor shall keep the premises in a clean orderly condition and fit for use the satisfaction of the Management and it shall be lawful for the Management to enter, open, and inspect the premises for satisfying itself that this condition is being complained with.

**9. The contractor has to install at least one washing machine with the capacity of 20 kg or more, one dryer with the capacity of 15 kg or more and one calendar machine (cloth pressing machine) within 10 days of the work order. The contractor shall keep open the premises for use and benefit of the customers at last for such hours as may be fixed by the Management.**

10. The contractor shall change the customer's reasonable rates for the washing of clothes duly fixed by the Management. The rate list should be made available to the hotel guest on demand. In the event of any complain that the prices changed are exorbitant the Management shall be entered to satisfy itself that the rates changed are not exorbitant and incase the management feel that the rates changed are exorbitant it may fix the rates and direct the contractor to refund any amount to the customers. The decision of the management in fixing the rates ordering refund of the amount shall be final and binding contractor and not questionable in preceding in any court of law.

11. The contractor is permitted to use the said party premises for washing, ironing, and storage of guest laundry, hotel linen and staff uniforms. The contractor shall not keep or storage in this premise either for sale or as neither samples or exhibits any goods other than these he is authorized to use in terms of this contract nor shall the contractor use the said premises for any purpose other than the one he has been authorized in the contract.

12. The Management does not give exclusive right to carry on the business as provided under clause-11 of the agreement and the licensee will have no objection if similar business is conformed to other premises/person.

13. The contractor shall be responsible to take out keep in force and pay for all necessary licenses from the State Municipal or other local authority for the purpose of carrying on the business which he is allowed to carry on under this contract.

14. The contractor shall observe and comply with all rules and regulations on the shops and Establishment Act or the provision of any law including the rules and regulations of any local authority in force from time to time which may be applicable to the business which the contractor is allowed to carry on under this contract.

15. The contractor shall identify the management from and if any claims made or damages suffered by the management by reason of any default on the part of the contract in the due observance and performance of the provisions of any law which may be applicable to the business which he is allowed to carry on under this contract. The contractor shall cover the (A) Hotel line and Guest laundry under insurance for the fire, theft, damage etc. at their own cost both for storage and transit

16. If the contractor employees any person or persons to manage the business to be carried on under the provision of this contract. Such persons shall be competent

and shall be performed and observed. The contractor shall from time to time inform the Management of the name and names of the persons so employed to manage its business as aforesaid.

17. The Contractor shall from the purpose of the agreement, employ on such servants as shall have good character and well behaved and skillful in their business. The Contractor shall furnish the Management in writing the names, age, permanent residence and specimen for signature or thumb impression of all servant, who he proposed employ for this purpose of this Contract before they are so employed and Management shall be at liberty to forfeit the employment of any person whom it may consider undesirable. The servants employed by the Contractor shall be under the general discipline of the Management and shall confirm to such directions as may be issued by the Management in respect of points of routes of entry and exit to and from the contract premises and in respect of the use of toilet and wash rooms, it is also agreed by the Contractor that the employees engaged by him shall not loiter or use the public areas such as lounge, wash rooms, clock rooms which are exclusively meant for guest and if any irregularity is found on the part of any of the employees as the Contractor and if so, action will be taken against the employees for such unauthorized used and occupation, the Management will have the sole right to terminate the contract after giving (15) fifteen days clear notice. The Contractor shall have the character of all persons employed by him verified by the police to the satisfaction of the Management before employment. These servants shall be kept well dressed and the Management may prescribe particular Uniforms for those servants to ensure easy check. At the instance of Management the Contractor shall discharge from service any employee who is charged with misconduct.

18. The Contractor shall when called upon by the Management, submit all or any of their employees for medical examination by any Doctor appointed for the purpose by the Management for any disease contagious of the human life and health and if in the opinion of the Management it shall necessary to withdraw any employee from the premises, the Contractor shall do so, and in the event of the Contractor failing to do so, the Management shall be liberty to refuse admission or remove the employ from the premises.

19. The Contractor shall during the continuance of the license will take Insurance against any claim for workman's compensation or otherwise of all persons employed by him in connection with his business to be carried on as aforesaid in such Insurance Company as the Management shall have to of and shall produce for inspection on demand by the Management all policies in respect of the demand by the Management, all policies in respect thereof and the receipt from time to time for current premium.

20. The Contractor shall be provided Electric connection to the premises for the purpose of lighting and power but if any damages found or done to the Electrical installations and fittings, the Management shall be entitled to recover from the Contractor the cost of such repairs and replacement and as to amount to be recovered, the decision of the Management shall be final. The charges of electricity concerned by the Contractor shall be recovered as fixed by the Hotel Management.

21. The cost of printing of Laundry slips will be borne by the Contractor.
22. The Contractor shall pay 40% of the total monthly sales on the Guest Laundry Bill which is the Contract Fee per month.
23. Without prejudice to the right to terminate the Contract in case of non- payment of Contract Fee by the due dates as above hereinafter contained the Management shall be entitled to charge @ 18% on all delayed payments.
24. In the event Contractor failed to pay the amount of fee in the manner aforesaid within eight (8) days  
Of the appointed time then without prejudice to any other rights of the Management against the Contractor, the Management shall be at liberty to revoke this Contract and take possession of the premises by calling upon the Contractor to remove his goods and fixtures from the premises and there upon the Contract become void.
25. The Contractor shall keep deposited an amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) towards interest free Security Deposit. The Management has the sole discretion to recover any amount towards any loss/damage or theft of guest/hotel laundry from the Security Deposit.
26. The Management reserves the right to inspect the premises at any time during working hours in force the terms of the agreement and incase of non- performance or violation of terms of the agreement, the Management has not exclusive right to terminate this contract.
27. The Management does not recognize any association of the tenders and incase of any negotiation/bargain in necessary with regard to clarification of the terms and conditions of the Contract for modification thereof, such negotiation shall be sought by the Contractor alone and no collective representation/bargain will be entertained.
28. The Management shall have right to terminate the Contractor after giving 15 days' notice and it is hereby agreed and declared that the Management shall be entitled any time to forthwith terminate this Contract without notice in the event of the Contractor failing to observe or perform any of the provisions and conditions herein contend to be observed and performed in the court for declaring the Contractor is insolvent upon the expiry of the period of this Contract or upon termination of the Contract as aforesaid the Contractor shall close this business and will have no right to carry on business at the said premises. He will forthwith remove his goods and the Management shall have the undisputed right to make use of the premises at its own discretion and it shall be lawful for the Management without further notice to re-enter the premises. The Contractor shall have no right to terminate the Contract prior to the date of expiry of the terms of the Contract and in case the Contractor terminates or abandon the contract prior to the date, the Contractor will be liable to pay the liquidated damages equivalent to the Contract fee payable by the Contractor to the Company for the un-expired period.

29. On termination or expiry of the contract the Contractor shall not have the right to enter the premises of the hotel as a Contractor expect for the purpose of removing his goods.

30. The Management may anytime at its discretion call upon the Contractor to vacate the premises and give him suitable alternative accommodation for the purpose of contract. In such cases, the Contractor shall be bound to vacate the premises and accept the said accommodation.

31. In the event of any dispute arising out of in any way related with the terms and conditions of the contract including the question whether the Contractor is entitled to carry on exclusively the business in any goods under this contract, the same shall be referred to the sole arbitration of C&MD of ITDC or any other officer appointed by him on the parties.

32. It is clearly understood that the said premises from a part of the main building which has been declared a public premises as per the provision of the PUBLIC PREMISES (EVICTION OF UNAUTHORIZED OCCUPANTS ACT) 1969 and shall be applicable to the premises.

33. Nothing herein contend shall perform or operate to declare, assign limit or extinguish, whether in present or in future in favor of any person any right, the title or interest whether vested or contingent in the premises.

34. The powers conferred upon the Management by this contract and all notices consents direction and approvals to be given by the Management shall be in writing and may unless otherwise expressly provided by any of the condition aforesaid, be exercised and given by the General Manager, Hotel Kalinga Ashok, a unit of India Tourism Development Corporation Ltd. for the same being or any other officer authorized by the C&MD of the Company for that purpose. Any notice to be served on the contract shall be registered post address to the Contractor of their registered office or last known place of business. Any notice to be served on the Management by the Contractor shall be deemed to be sufficiently served if left or the office or sent by registered post addressed to the General Manager.

35. This contract is prepared in duplicate and acceptance of these terms is signified by the signature of the Contractor thereon.

**36. For providing water 01% and providing space 04% deduction will be made from the total bill amount. Electricity charges will be as per consumption.**

SIGNED AND DELIVERED BY THE NAME OF THE CONTRACTOR

IN PRESENCE OF

- 1.
- 2.

General Manager  
Hotel kalinga Ashok  
Bhubaneswar

IN WITNESS OF

- 1.
- 2.

**FORM-A**

**SECTION-F**

**CHECK LIST**

The Following Documents must be uploaded along with Techno Commercial (Technical) Bid otherwise the tender shall be summarily rejected.

- 1. Previous Experience in the same trade (Copy of work order/Purchase order)**
- 2. Self attested copy of Income Tax Return.(2017-18 & 2018-19)**
- 3. Self attested copy of PAN card.**
- 4. EMD fee of Rs. 11,000/- (Online payment receipt).**
- 5. Self attested copy of MSME Certificate (if applicable)**
- 6. GST registration No. (if applicable)/ an affidavit must be attached .**
- 7. Bank Details.**
- 8. Copy of profit and loss account and balance sheet for the last 02 years(17-18 & 18-19) be enclosed.**

Hotel Kalinga Ashok, Bhubaneswar reserves the right to ask for additional documents/clarificatory documents which are not post dated to the opening at the technical bid.

I/we have read and understood various forms and documents and am/are submitting tender complete in all respects. I/we agree to the terms & conditions as detailed in the tender documents.

Thanking You

Yours Sincerely

**Signature, Name and designation (Stamp)**

**ANNEXURE-II**

**FORM 'A'**  
**TECHNO COMMERCIAL BID FOR LAUNDRY SERVICE**

Sl. No.	Description	Provide the Page No. in the Technical Bid
1.	Name of the firm along with Address, Telephone No and E-Mail ID	
2.	Name of bankers with address, Account no. IFSC Code /RTGS details	
3.	Status of the firms - Please state Whether Registered Co operative Society /Public Ltd Company/ Partnership/Proprietor etc	
4.	Previous experience in the same trade with names of restaurant/ Hotels served Supporting documents (Copies of Purchase order for laundry service during the last 2 years ) (Copies must be submitted.)	
5.	Address of godown/Storage/Operational Facility (The firm should have godown storage facility within ____ only	
6.	GSTN No. (as per clause 14 of T&C)(Copies must be submitted.)	
7.	Income Tax Return for Assessment Year 2017-18 & 2018-19,(As per clause 15 of T&C) (Copies must be submitted.)	
8	Copy of profit and loss account and balance sheet for the last 02 years(17-18 & 18-19) be enclosed	
9	Annual turnover during Last 2 financial year(2017-18 & 2018-19) certify by CA	
10.	Permanent Account No. (Copy must be submitted)	
11.	UTR No/Transaction details of Earnest <b>Money deposit (EMD) of Rs 11,000/-</b> ONLY through RTGS/NEFT	
12.	Where the order will be placed Name & contact Number	
13.	Duly digitally signed all the pages of pre contract integrity pact & agreement to be uploaded	

(SIGNATURE OF THE TENDERER & DESIGNATION  
OF THE SIGNATORY AND OFFICE SEAL)

**SECTION-G**  
**INDIA TOURISM DEVELOPMENT CORPORATION FINANCIAL BID ANNEX-'A-1'**  
**UNIT: Hotel Kalinga Ashok**  
**TENDER FOR LAUNDRY FOR YEAR 2019-20**

**1. Hotel LINEN**

S.No	Particular	Unit/per piece	Rate(Rs.)
1	Bath Towel (white)	"	
2	Hand Towel (white)	"	
3	Face Towel (white)	"	
4	Bath Mat (white)	"	
5	Bed Sheet (white)	"	
6	Bed Cover	"	
7	Bed Cover (ironing)	"	
8	Pillow Cover (white)	"	
9	Blanket (Std. Size)	"	
10	Table Cloth (std Size)(white/colour)	"	
11	Napkins (white)	"	
12	Curtains (window)	"	
13	Curtains (Heavy)	"	
14	Curtains (Door)	"	
15	Curtain (Sheer)	"	
16	Curtain (Ironing)	"	
17	Dusters (kitchen)	"	
18	Dusters (restaurant)	"	
19	Mattress Protector	"	
20	Banquet Cloth	"	
21	Canvas Bag (trolley)	"	
22	Wiping Cloth	"	
23	Satin Frill	"	
24	Shower Curtains	"	
25	Pot Holder	"	
26	Tray Cover	"	
27	Waiters Cloth	"	
28	Teacozy Cover	"	
29	Silk Curtains	"	
30	Cushion cover		
31	Double bed sheet		
32	Carpet		
33	Banquet chair cover		

PLEASE READ INSTRUCTIONS CAREFULLY FOR COMPLIANCE  
AS PER TERMS & CONDITIONS OF TENDER WHICH WE ACCEPT IN FULL

Taxes if any \_\_\_\_\_

Signature (with name, description, and office seal) of the tenderer.



**INDIA TOURISM DEVELOPMENT CORPORATION  
UNIT: Hotel Kalinga Ashok  
TENDER FOR LAUNDRY FOR YEAR 2019-20  
2. STAFF UNIFORM**

S.No	Particular	Unit/per piece	Rate(Rs.)
1	Cotton Uniform (coat & pant)		
2	Terry cotton uniform (coat & pant)	”	
3	Terrywool/woolen uniform (coat & pant)	”	
4	Cotton Coat	”	
5	Cotton Pant	”	
6	Terry cot Coat	”	
7	Terrycot Pant	”	
8	Terrycot Shirt	”	
9	Cotton Shirt	”	
10	Wollen/terrywoolen Coat	”	
11	Wollen/terrywoolen Pant	”	
12	Silk Saree	”	
13	Blouse	”	
14	Petty Coat	”	
15	Tie	”	
16	Chef Cap (white)	”	
17	Scarf	”	
18	Apron (kitchen)	”	
19	Short Jacket (maintenance)	”	
20	Vest coat for F&B	”	
21	Salwar	”	
22	Kamis	”	
23	Kurta for page boy	”	
24	Chef coat	”	

**PRESSING CHARGES ONLY**

25.	Coat & pant	”	
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PLEASE READ INSTRUCTIONS CAREFULLY FOR COMPLIANCE  
AS PER TERMS & CONDITIONS OF TENDER WHICH WE ACCEPT IN FULL

Taxes if any\_\_\_\_\_

Signature (with name, description, and office seal) of the tenderer.

**INDIA TOURISM DEVELOPMENT CORPORATION**  
**UNIT: Hotel Kalinga Ashok**  
**TENDER FOR LAUNDRY FOR YEAR 2019-20**  
**3. GUEST LAUNDRY (Gents)**

S.No	Particular	Unit/per piece	Rate(Rs.)
1	Suit Woolen/ terry cot	"	
2	Coat Woolen/Terry cot	"	
3	Trouser woolen/terry cot	"	
4	Suit Cotton	"	
5	Suit Safari Cotton	"	
6	Suit Safari Terry cot	"	
7	Trouser Cotton	"	
8	Half Pant/ Shirt	"	
9	Dhoti/Lungi Cotton	"	
10	Dhoti/Lungi Silk	"	
11	Shirt Cotton/Terrycot/silk	"	
12	Kurta Cotton/Terrycot/silk	"	
13	Payjama Cotton	"	
14	Payjama Decron/silk	"	
15	Socks	"	
16	Handkerchief	"	
17	Vests	"	
18	Drawers	"	
19	Ties	"	
20	Bed Sheet	"	
21	Pillow Slip	"	
22	Bed Cover	"	
23	Napkins	"	
24	Bath Towel	"	
25	Hand Towel	"	
26	Cotton Canvas	"	
27	Jean Jacket	"	
28	Jean Pant/jean shirt	"	
29	Cap	"	

PLEASE READ INSTRUCTIONS CAREFULLY FOR COMPLIANCE  
AS PER TERMS & CONDITIONS OF TENDER WHICH WE ACCEPT IN FULL

Signature (with name, description, and office seal) of the tenderer.

Taxes if any\_\_\_\_\_

FINANCIAL BID ANNEX- 'A-4'

SECTION-G

**INDIA TOURISM DEVELOPMENT CORPORATION**

**UNIT: Hotel Kalinga Ashok**

**TENDER FOR LAUNDRY FOR YEAR 2019-20**

**4. GUEST LAUNDRY (Ladies)**

S.No	Particular	Unit(per pair/ piece)	Rate(Rs.)
1	Day Dress		
2	Costume Suit(woolen/Silk)	”	
3	Evening Dress	”	
4	Sports Dress	”	
5	Skirts per pcs.	”	
6	Maxi (Silk/Wool) per pcs.	”	
7	Maxi (Cotton)	”	
8	Shawl	”	
9	Payjama (silk)	”	
10	Panties	”	
11	Petticoat	”	
12	Negligee	”	
13	Cardigan (half)	”	
14	Cardigan (full)	”	
15	Blouse (Silk)	”	
16	Blouse (Cotton)	”	
17	Saree (silk/Sinthetic)	”	
18	Saree (Cotton)	”	
19	Kurta	”	
20	Dupatta	”	
21	Gloves	”	
22	Scarf	”	
23	Slacks	”	
24	Salwar	”	
25	Night Dress(Cotton)	”	
26	Night Dress (Silk)	”	
27	T. Shirt	”	
28	Cap	”	
29	Bra	”	

PLEASE READ INSTRUCTIONS CAREFULLY FOR COMPLIANCE  
AS PER TERMS & CONDITIONS OF TENDER WHICH WE ACCEPT IN FULL

Signature (with name, description, and office seal) of the tenderer.

Taxes if any \_\_\_\_\_

**INDIA TOURISM DEVELOPMENT CORPORATION**  
**UNIT: Hotel Kalinga Ashok**  
**TENDER FOR LAUNDRY FOR YEAR 2019-20**  
**5. GUEST LAUNDRY (Children's)**

S.No	Particular	Unit( per pair/piece)	Rate(Rs.)
1	Shirt		
2	Undershirt	”	
3	Short	”	
4	Handkerchief	”	
5	Socks	”	
6	Payjama	”	
7	Trouser	”	
8	Trouser short	”	
9	Jacket	”	
10	Day Dress	”	
11	Panties	”	
12	Petticoat	”	
13	Blouse	”	
14	Scarf	”	
15	Diapers	”	
16	Frocks	”	
17	Skirts	”	
18	Tunic	”	
19	Slacks	”	
20	Stockings	”	
21	Maxi	”	
22	Jean pant	”	
23	Jean Shirt	”	
24	Jean Jacket	”	
25	T. Shirt	”	
26	Cap	”	

PLEASE READ INSTRUCTIONS CAREFULLY FOR COMPLIANCE  
AS PER TERMS & CONDITIONS OF TENDER WHICH WE ACCEPT IN FULL

Taxes if any\_\_\_\_\_

Signature (with name, description, and office seal) of the tenderer.

## EMD REFUND FORM

Name of the tender applied for: \_\_\_\_\_ Date: \_\_\_\_\_

### Details of the bidder

Name of the firm: \_\_\_\_\_

Address: \_\_\_\_\_

---

Name of the Authorized Signatory: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Email id: \_\_\_\_\_

### Details of EMD submitted:

Cash Deposited: Rs. \_\_\_\_\_ With: \_\_\_\_\_

Receipt No.: \_\_\_\_\_ Date : \_\_\_\_\_

Pay Order/DD No: \_\_\_\_\_ Dated: \_\_\_\_\_ Drawn on: \_\_\_\_\_

I case of payment through RTGS please provide the

Bank transaction reference number: \_\_\_\_\_

In case of payment through NEFT please provide the UTR

Number: \_\_\_\_\_

In case of bidding through E-proc website please provide the

OPGR No: \_\_\_\_\_

### Particulars for online refund (please attached scanned copy of cheque)

Name of Bank: \_\_\_\_\_

Branch Name & Address: \_\_\_\_\_

IFSC code: \_\_\_\_\_

Account No.: \_\_\_\_\_ Account Type: \_\_\_\_\_

I hereby declare that the particulars given above are correct and complete and accord our consent for receiving EMD without claiming any interest.

Signature of the authorized signatory

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Official Seal