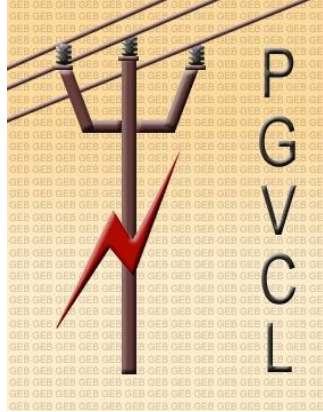


**PASCHIM GUJARAT VIJ CO. LTD**

**Mahuva Division Office (O&M)**

**Power House Compound, Station Road, Mahuva**



**Tender for providing labor work for  
Cleaning, Sweeping of Office Buildings  
Premises, compound & Toilet Cleaning  
For Mahuva Town, Rural-1, Rural-2,  
Town Fault Centre, Divisional Lab,  
Divisional Store office with yard  
& Division office Mahuva**

**Amount:- 2,00,000/-**

**(2<sup>nd</sup> Attempt)**

**(Published on P.G.V.C.L. Web site)**

**(Time Limit Extension 3<sup>rd</sup> Try)**

**PASCHIM GUJARAT VIJ CO. LTD**  
**Mahuva Division Office (O&M)**  
**Power House Compound, Station Road, Mahuva**

Tender for Annual Rate Contract for Cleaning, Sweeping of Office Buildings Premises, compound & Toilet Cleaning for Mahuva Town, Rural-1, Rural-2, Town Fault Centre, Divisional Lab, Divisional Store office with yard & Division office Mahuva.

SR. NO.	DESCRIPTION	
1	Tender Notice No.:Nivida/BVNC-20/2020-21 Date-10.03.2021	
2	Name of Work:	Annual Rate Contract for Cleaning, Sweeping Of Office Buildings Premises, compound & Toilet Cleaning for Mahuva Town, Rural-1, Rural-2, Town Fault Centre, Divisional Lab, Divisional Store office with yard & Division office Mahuva
3	Estimated cost in words. Two lakh only	Rs. 2,00,000.00
4	Time Limit of work	12 Months
5	Tender Fee in Rs. (By Cash or DD ) (Non Refundable)	Rs. 590.00 (Tender Fee Rs. 500.00 + Rs. 90.00 GST @ 18%)
6	Earnest Money Deposit (EMD) amount in Rs. (By Cash or DD)	Rs. 2000.00
7	Last date of submission of tender online/off line/website (e-tendering Technical as well as Price bid offer up to 18.00 Hrs. (This is mandatory )	Last Date-22.04.2021 Up to 18:00 Hrs.
8	Physical submission of all the relevant Documents, last date: 29.04.2021 up to 18:00 hours. By RPAD or Speed Post (only Technical bid along with EMD, Tender fee & registration etc.)	Last Date:-29.04.2021 Up to 18:00 Hrs.
9	Date of opening of Tender fee, EMD cover, physical as well as online/ offline/website on 30.04.2021 (if possible)	Date:-30.04.2021 @ 11:30 Hrs. (if Possible)
10	Date of opening of Technical bid physical as well as online/offline/website opening on 30.04.2021 (if possible)	Date:-30.04.2021 @ 11:30 Hrs. (if Possible)
11	Date of online/offline/website opening of Price bid on 03.05.2021 (if possible)	Date:-03.05.2021 @ 11:30 Hrs. (if Possible)
12	Bid validity	120 Days

Executive Engineer,  
PGVCL, D.O., Mahuva.

Date:  
Sign & Stamp of Bidder:

**PASCHIM GUJARAT VIJ CO. LTD**

**Mahuva Division Office (O&M)**

**Power House Compound, Station Road, Mahuva**

Tender to make Sweeping work as per Division office instructions.

Contractor's Name: \_\_\_\_\_

Detail of Tender fees Rs. \_\_\_\_\_

Paid vide M.R. No. \_\_\_\_\_ Date: \_\_\_\_\_

S.A Officer (Exp)

PGVCL D.O. Mahuva

EMD Rs. \_\_\_\_\_ paid vide MR No. \_\_\_\_\_ Dt. \_\_\_\_\_

OR

Demand Draft No. \_\_\_\_\_ Dt. \_\_\_\_\_

**Supplier has to attach following Documents with Tender**

- PF Code Number allotted by concerned PF Authority (If as case may be applicable)
- Labour License (If as case may be applicable)
- GST Registration Certificate in the name of bidder
- PAN card in the name of bidder
- Valid Labour Insurance Policy in the name of bidder
- Adhar Card (Optional) (In case of Bidding is done on Individual name)
- Notarized Self Declaration on Rs.300/- Stamp paper for No Criminal Case against PGVCL
- Contractor has to write "**Sweeping work for Mahuva Division Office**" on Tender Cover and he has to also mention DD No. \_\_\_\_\_ Date \_\_\_\_\_ & Amount \_\_\_\_\_ if DD is attached with Tender in Tender Cover.

**Executive Engineer,  
PGVCL, D.O., Mahuva**

Seal & Signature of Contractor's : \_\_\_\_\_

Date:

Sign & Stamp of Bidder:

## **TERMS AND CONDITIONS**

1. Contract is purely for labour work labours are to be engaged by contractor purely on temporary basis, with all liabilities associated with labour to be born by contractor and is inclusive in the rate in particular item the rate is for the work done as per the schedule and is inclusive of contractors profit tools and tackles.
2. Contractor has to arrange the labours as narrated in schedule is to be engaged everyday except Sunday.
3. For item at sr no 1, 1 No. of sweeper per day for whole month except Sunday, scope of work for sweeper will be as follows.
  - i. Approximately 1 sweeper from 8.00 A.M. to 12.00 A.M. Nos. of labours per day / shift may vary as per requirement as instructed by the in charge.
  - ii. Aforesaid sweeper will be required to sweep Offices, Roads and parking space before 10 Am and after 6.30 PM, whereas after starting of office they will work for cleaning of sanitation block, Floors, terraces and compound in front of office and parking.
  - iii. The Sweeper engaged will have to sweep/broom (with water) the floor. Clean the dustbin, Toilets, Bathrooms and table window sill etc and ceiling chajjas Fans Tube lights, etc to be cleaned with same staff with such as schedule than everything get cleaned fortnightly.
  - iv. The Sweeper engaged will have to clean the compound & burn the garbage etc. as per directive.
  - v. Tools, tackles and consumables like Phenyl, acid necessary brooms etc. will be arranged by department.
4. The said person is to be engaged as per requirement as directed by concern In Charge for any of the work of Division Office, Mahuva.
5. All Taxes are to be born by contractor and is deemed to be included in rate.
6. P.F. code will be required for work and if there is any relaxation then it should be certified by the competent authority.
7. Contractor has to execute agreement as per company's rules.
8. Payment will be done on monthly basis on submission of bill through A/C payee cheque.
9. The payment of labours may be done through cheque.
10. Contractor has to work & report daily as per instruction of Dy. S.E. Esta., D.O. Mahuva.

**Signature of Contractor**

**Executive Engineer,  
PGVCL, D.O., Mahuva.**

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Date:  
Sign & Stamp of Bidder:

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## **GENERAL INFORMATIOS FOR BIDDERS**

### **1. DEFINITION**

- 1.1 The "PGVCL" shall mean the Executive Engineer Mahuva Division, PASCHIM GUJARAT VIJ COMPANY LTD., having its corporate office at Nanamava Main Road, Laxminagar, Rajkot. With expression shall unless repugnant to the context include its permitted assigns or successor / authorized representatives.
- 1.2 The "Contractor" / Successful Bidders shall mean the Bidders, whose tender has been accepted by the PGVCL for award of the contract and shall include his authorized representatives.
- 1.3 The "Engineer-in-Charge" shall mean the authorized officer of the PGVCL to act as Engineer-in-Charge to supervise the work – for the purpose of the contract.
- 1.4 The "Specification" shall mean the tender forming a part of the contract along with Performa, schedules and drawings.
- 1.5 The "Order" shall mean the official letter issued by the PGVCL, informing the bidder that his tender has been accepted.
- 1.6 The "Contract" shall mean the agreement to be entered into by the PGVCL with the contractor and shall include the commercial technical and general conditions, schedules, drawings and any other conditions specifically agreed between the parties forming a part of the contract.
- 1.7 The "EMD" shall mean Earnest Money Deposit.
- 1.8 The "Contract Value" shall mean the total amount indicated in the contract agreement as per order placed by the PGVCL and calculated from the quantities indicated in the tender.
- 1.9 The "Completion Period" shall mean the period starting from the date of issue of "Order" and required to complete the work in all respect.
- 1.10 The "Work" shall mean activities to carry out for the entire scope of this Tender.
- 1.11 "Inspector" shall mean the any person nominated by PGVCL from time to time to inspect the works under the contract and/or duly authorized representative of the PGVCL "Letter of Award" shall mean the official notice issued by the PGVCL notifying the contractor that his bid has been accepted.
- 1.12 "Date of Contract" Shall mean the date on which Letter of award has been issued.
- 1.13 "Month" shall mean the calendar month day or days unless herein otherwise expressly defined shall mean calendar day or days of 24 hours each.
- 1.14 "A Week" shall men the continuous period of seven days.

### **2. PRE QUALIFICATION CRITERIA / ELIGIBLE CRITERIA FOR BIDDERS**

#### **2.1 Following documents are mandatory for the Bidders.**

- Work Completion certificate (by Order Issuing Authority only) with copies of Work Orders for the similar works executed.
- PF Code Number allotted by concerned PF Authority (If as case may be applicable)
- Labour License (If as case may be applicable)

- GST Registration Certificate in the name of bidder
- PAN card in the name of bidder
- Valid Labour Insurance Policy in the name of bidder
- Adhar Card (Optional) (In case of Bidding is done on Individual name)
- Notarized Self Declaration on Rs.300/- Stamp paper for No Criminal Case against PGVCL

### **3.0 INSTRUCTIONS FOR e TENDERING (ON LINE TENDERING) TO BIDDERS.**

**3.1** Bidders willing to participate in tender will have Download tender Documents from PGVCL web site up to date shown in the tender document.

### **4. UNDERSTANDING AND CLEARIFICATIONS ON DOCUMENTS AND SPECIFICATIONS.**

**4.1** All interested parties are requested to understand this Tender Document in detail in order to comply with PGVCL's requirements including but not limited to the Tender fees, EMD and deadlines, selection criteria, selection methodology, scope of work, and minimum technical standards.

**4.2** The Bidder is required to carefully examine the specifications and documents and fully inform himself as to all the conditions and matters which may in any way affect the Work or the cost thereof. If any Bidder finds discrepancies or omissions in the specifications and documents or is in doubt as to the true meaning of any part, he shall at once request in writing in advance before filling in the tender, within the time limit as per Table no 1, for an interpretation / clarification by the PGVCL Mahuva Division office. Then The PGVCL Mahuva Division office will issue interpretation and clarifications as he may think fit of such interpretations and clarifications, the Bidder may submit his bid but within the time and date as specified in the Table no1. All such interpretations and clarifications shall form a part of the specifications and documents, and accompany the bidder's proposal. In case of difference of opinion about interpretation of specification etc. the decision of Executive Engineer, Mahuva Division will be final and shall be binding to the contractor.

**4.2** Verbal clarifications and information given by the PGVCL or his employee(s) or his representative(s) shall not in any way be binding on the PGVCL.

17. All interested parties requested to strictly abide by all terms prescribed in this **RFP Document** and provide accurate information to the best of their knowledge without misleading PGVCL to be considered for participation in this Project.

**18. Bidders should be in touch with websites <https://pgvcl.nprocure.com> & [www.pgvcl.com](http://www.pgvcl.com) for information regarding revision / corrigendum / Amendment in the Tender Document till due date of online / off line submission and thereafter. No separate information shall be sent in this regards and also not publish in newspaper.**

### **5. TENDER FEES (Non Refundable & Non-transferable)**

**Existing rate of GST will be levied on following tender fees as per GST Rules in force during this Tender Period.**

**5.1** The Tender fees is payable, as per following Table, between the dates mentioned in Table no 1 , by cash & DD if total amount of Tender fees plus applicable GST is less than Rs 10,000/- or only by Demand Draft (DD), if the said amount is more than Rs

10,000/-, in favour of the Paschim Gujarat Vij Company Limited payable at Mahuva on any Nationalized /Scheduled banks

Sr.No	Tender Amount	Tender Fees in Rs.	Present rate of GST
1	Up to Rs 5,00,000/-	500.00	18%
2	Above Rs 5,00,000/- up to Rs 10,00,000/-	750.00	18%
3	Above Rs 10,00,000/- up to Rs 25,00,000/-	1000.00	18%
4	Above Rs 25,00,000/- up to Rs 50,00,000/-	1250.00	18%

5.2 The tender fees once paid for tender document will not be refunded under any circumstances or not transferred to other bidder.

## 6. EARNEST MONEY DEPOSIT (EMD)

6.1 The EMD payable, between the dates mentioned in Table no 1, by cash if total amount of EMD is less than Rs 10,000/- or by Demand Draft (DD), if the said amount is more than Rs 10,000/-, in favour of the Paschim Gujarat Vij Company Limited payable at Mahuva on any Nationalized /Scheduled banks or by Bank guarantee from any Nationalized/Scheduled nationalized bank decided by Government of Gujarat time to time only. **The EMD Amount is 1 % of the Tender Estimated Cost.**

6.2 The money receipts of payment of Tender fees and EMD or DD for tender fees & EMD should be submitted in sealed cover & This cover shall be clearly marked "Tender fees & EMD Cover for Tender no. \_\_\_" along with the name and stamp of bidder.

6.3 The EMD of all unsuccessful bidders **except that of the successful bidder** will be returned after the award of the contract.

6.4 EMD of the successful bidder to whom a contract is awarded will be returned after the said bidder pays the security deposit and signs the contract agreement.

6.5 If the successful bidder fails to submit a Security Deposit within **15 days** from the date of LOA of the contract or fails to sign the contract agreement then the EMD amount will be forfeited in favour of PGVCL without any notice or and action for "Stop deal" will be initiated as decided by tender inviting authority.

6.6 No interest will be payable by the PGVCL on the above Deposit.

6.7 EMD can be exempted as per Industries & Mines Department, GoG New Purchase Policy Resolution No. SPO/1095/2636(97)/CH dated 23.09.1997 for Small and Micro Scale Industries.

6.8 In cases, where EMD need not to be paid, valid exemption Certificates duly notarized has to be produced/attached in place of EMD documents as per the Tender Terms and Conditions.

6.9 The Micro and Small Scale Industrial (manufacturing) Units registered under Small Scale Industries of Gujarat State and holding subsequent registration with NSIC/DGS&D, Registration Certificates for the item under Tender will be eligible for exemption from payment of EMD on submission of attested copies of their SSI (SSI/ MSME Part-II) & NSIC/DGS&D Registration Certificates and Udhog Adhar Certificate/Memorandum in EMD Cover. The Certificates should indicate the manufacture/service/works of items/work

Date:

Sign & Stamp of Bidder:

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offered. This benefit of exemption will not be admissible if they take part in the tender indirectly either through their dealers, agents, distributors or other intermediates.

- 6.10** Tenders submitted without Earnest Money Deposit by the firms, who are not eligible for any exemption, will be rejected without entering in to further correspondence in this regard and no reference will also be made.

## **7. In case of On line Tenders**

### **7.1 Technical & Commercial Bid cover:**

- 7.11** Following documents are mandatory and to be in submitted through sealed cover. **This cover should be clearly marked “Technical & Commercial Bid Cover for Tender no. \_\_\_\_\_”** along with the name and stamp of bidder
1. Attested Copy of successful work Completion certificate, as mentioned
  - 2.
  - 3.
  4. Copy of PF Code Number allotted by concerned PF Authority.
  5. Copy of Labour License (If as case may be applicable)
  6. Copy of Registration under ESIC (If as case may be applicable)
  7. All Annexures of this tender documents , duly signed bythe bidder,in chronological order only
  8. Copy of Tender Document duly signed and stamped on each page.
  9. Type test certificates for Cable Box, Straight through Joints (In Case of UG Work Involved).
  10. Notarized Self Declaration on Rs.300/- Stamp paper for No Criminal Case against PGVCL

### **7.2 Commercial / Price Bid:**

7.1The bidder must clearly quote their rates in Schedule – B of this tender, in percentage above than, below than or equal to, the tender rate in figure as well as in words. The bidder should specify whether the quoted rates are with or without prevailing taxes, if applicable, in force at that time, The bidder must work out the total price of their tender offered accordingly and the total amount should be clearly written in words & figure, in case of any discrepancy whatever written in words shall prevail. Company shall at liberty to decide the matter as it deem fit.

7.02 In case of non SOR rate, Item wise rate should be mentioned and item wise rate will be consider for the lowest party.

**7.03 Further bidders, for “On line tenders”, are requested to submit price – bid on-line only and not to submit the price bid in physical form.** This is mandatory. If price bid is submitted in physical form, same will not be opened and only on-line submitted price bid will be considered for evaluation. **In On Line price Bid, GST is to be mentioned in separate raw/Column.**

**PGVCL reserves the right to reject any OR all tenders without assigning any reasons thereof.**

## **8. In case of Off line Tenders**

### **8.1 Technical Bid cover**

- 8.11** All the documents as **specified in Section I sr no. 7.1** are mandatory and to be in submitted through sealed cover. **This cover should be clearly marked “Technical Bid Cover for Tender no. \_\_\_\_\_”** along with the name and stamp of bidder

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Date:

Sign & Stamp of Bidder:



## **8.2 Commercial / Price Bid cover:**

- 8.21 **All the documents as per Section 1 sr no 8.22 & 8.23 are mandatory and should be submitted in sealed cover. This cover shall be clearly marked “Commercial Bid Cover for Tender no. \_\_\_\_\_” along with the name and stamp of bidder**
- 8.22 The bidder must clearly quote their rates in Schedule – B, attached with this tender, in percentage above than, below than or equal to, the tender rate in figure as well as in words. The bidder should specify whether the quoted rates are with or without prevailing taxes, if applicable, in force at that time, The bidder must work out the total price of their tender offered accordingly and the total amount should be clearly written in words & figure, in case of any discrepancy whatever written in words shall prevail. Company shall at liberty to decide the matter as it deem fit.
- 8.23 In case of non SOR rate, Item wise rate should be mentioned and item wise rate will be consider for the lowest party.
- 8.24 No deviation in terms & condition in Schedule-B and Technical Specification will be entertained. All the documents related to this Tender shall be final and binding to all the bidders. Any ignorance for this shall not relieve the contractor from their contractual liability arising as per Tender documents.

**9. The works referred herein shall cover the entire scope of the Tender.**

**10. The issuance of bid document would not mean that the bidder has qualified for the bidding. Hence bidders should ensure themselves of their credentials before submitting their offer.**

**11. Executive Engineer, PGVCL, Mahuva Division reserves the right to spread the order if required.**

**12. Does not anticipate change in the PGVCL ownership during the proposed period of work.**

## **13. AMENDMENT TENDER**

- 13.1** At any time prior to the deadline for submission of bids, as mentioned in Table1,PGVCL may, for any reason, whether at its own initiative or in response to a clarification requested by a respective bidder, modify the bidding documents by amendments.
- 13.2** The amendment will be notified, only on PGVCL Website & nprocure website in case of on line tender, PGVCL will bear no responsibility or liability arising out of noncompliance of the same in time or otherwise.
- 13.3** Such amendments, clarification etc. shall be binding on the bidders and will be given due consideration by the bidders while they submit their bids and invariably enclose such documents as a part of the bid.

## **14. SUBMISSION OF TENDERS**

14.1 Follow all the instructions narrated this tender document for submission and no any further communication in the matter will be entertained.

The Bidders must ensure that all the Annexures are completely filled in their tenders and the information called for is given in totality. A set of complete tender documents is required to be submitted duly signed and stamped by authority competent to sign on behalf of bidder on each page as a token of unconditional

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Date:

Sign & Stamp of Bidder:

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acceptance to the conditions of various clauses of tender documents. The bidder's bid and the documents attached there to shall be considered for forming part of the contract documents.

#### **14.2 For "On Line Tenders"**

14.21 Tender Papers & Specifications may be down-loaded from PGVCL web site [www.pgvcl.com](http://www.pgvcl.com) (For view & down load only).

14.22 The bidder has to follow instruction given in this section point no 4 to 7. Both these covers, as mentioned in this section point no 6.2, 7.11, should be submitted in one main cover, **this cover shall be clearly marked "EMD Cover, Technical \_Commercial bid covers for Tender no. \_\_\_\_\_" along with the name of the Bidder and his address.**

- This main cover must be submitted physically, within time limit as mentioned in table no1 sr no. 8, by **registered Post A.D. or Speed Post only** , "NO COURIER SERVICE OR HAND DELIVERY" will be allowed, to following address:

**Executive Engineer,**  
PASCHIM GUJARAT VIJ COMPANY LTD.,  
Mahuva Division (O&M),  
Power House Compound, Station Road, Mahuva Dist.Bhavanagar

- **Price bids to be submitted ON LINE only before time limit specified in "Tender Details" Table no1 of this document.**

#### **14.3 For "Off Line Tenders"**

14.31 Tender Papers & Specifications may be down-loaded from PGVCL web site [www.pgvcl.com](http://www.pgvcl.com) (For view & down load only).

14.32 The bidder has to follow instruction given in this section point no 4 to 8. All these three covers, as mentioned in this section point no 6.2, 7.11, 8.2 ,should be submitted in one main cover, **this cover shall be clearly marked "EMD Cover, Technical , Commercial bid covers for Tender no. \_\_\_\_\_" along with the name of the Bidder and his address.**

This main cover must be submitted physically, within time limit as mentioned in table no1, by **registered Post A.D. or Speed Post only** , "NO COURIER SERVICE OR HAND DELIVERY" will be allowed ,to following address:

**Executive Engineer,**  
PASCHIM GUJARAT VIJ COMPANY LTD.,  
Mahuva Division (O&M),  
Power House Compound, Station Road, Mahuva Dist.Bhavanagar

### **15. REJECTION OF TENDER:**

- 15.1** The Bidders is expected to examine all instructions, terms, conditions, schedules and other details called for in this specification and keep himself fully informed about all which may, in any way, affect the work, or cost thereof. The bidder should sign on each page of tender documents , as mentioned in Section 1 point no. 2.15,

failure to furnish the required information or submission of tender not as per the specification will be at the Bidders risk may result in rejection.

- 15.2** The offer is liable summarily rejected if it contains.
- a) Deviation/Addition/Alternations/Omissions in bidding schedules.
  - b) Deviation and contradictions to the terms and conditions specified in this tender.
- 15.3** If any bidders firm or/and partner or proprietary firm anywhere in companies (PGVCL, UGVCL, MGVCL, GETCO, DGVCL, GSEC) under GUVNL are under criminal investigation for any kind of fraud for public and theft of material or/and with handlings the material and any civil and/or criminal case pending at any stage than offer of such bidder /firm will be out rightly rejected.
- 15.4** Bids submitted after the time and date fixed for the receipt of bids as set out in the Table no1, shall be rejected.
- 15.5** Any deviation found in Data/Details/Documents between online offer (e-tendering) and physically submitted documents of bidder, offer of the same shall be liable for rejection at the discretion of PGVCL.
- 15.6** The Bidders shall specifically note that any over writing or corrections or manuscript in the bid shall be ignored and will not be considered authentic unless same are signed with Bidder's Stamp/Seal as mentioned in Section 1 point no. 2.15
- 15.7** Conditional bids shall not be accepted.
- 15.8 DELAYED AND LATE TENDERS:**  
**No tender shall be accepted/opened, as mentioned in the Table no 1, in any case which are received after due date and time of the receipt of tender irrespective of delay due to postal services of any other reasons and company shall not assume any responsibility for late receipt of tender. Any correspondence in the matter will not be entertained.**

**16. LANGUAGE OF THE TENDER**

All information in the bid shall be in English. Information in any other language shall be accompanied by its translation in English. Failure to comply with this may disqualify a bid. In the event of any discrepancy in meaning, the English language copy of all documents shall govern.

**17. SIGNATURE OF BIDDER**

- 17.1** The bid must contain the name, residence, address and place of business of the person or persons making the bid and must be signed and sealed by the bidder with his usual signature. The name of all persons signing should also be typed or printed below the signature.
- 17.2** Bids by corporation/ company must be signed with the legal name of the corporation/ company by the President, Managing Director or by the Secretary or other person or persons authorized to bid on behalf of such corporation/ company in the matter.
- 17.3** A bid by a person who affixes to his signature the word 'President', 'Managing Director' 'Secretary', 'or other designation without disclosing his principal will be rejected.
- 17.4** Satisfactory evidence of authority of the person signing on behalf of the Bidder shall be furnished with the bid.
- 17.5** The Bidder's name stated on the tender shall be exact legal name of the firm.
- 17.6** Erasures or other changes in the bid documents shall be over the initials of the person signing the bid.
- 17.7** The bidder should sign, as described above, on each page of tender documents & then they have to submit this tender document.

**18. PRICE BASIS CURRENCY AND PAYMENTS**

Bidder shall indicate bid prices in Indian Rupees only.

**19. EFFECT AND VALIDITY OF TENDER**

The bid should be kept valid for a period of 120 DAYS from the date set for opening of the technical bid.

**20. EVALUATION AND COMPARISON OF TENDERS**

Generally the qualifying price bids, Bid price shall mean the bid price quoted by each bidder in his bid for the complete scope of works including all duties and Taxes ,.will be evaluated by the PGVCL to ascertain the best and lowest evaluated bid in the interest of the PGVCL, for the complete works covered under these specifications and documents.

**21. ARITHMETICAL ERRORS**

Arithmetical errors will be rectified on the following basis:

If there is a discrepancy between words and figures, the amount in words will prevail. If there is discrepancy between the unit price and the total price which is obtained by multiplying the unit price and quantity, or between sub-total and the total price, the unit or sub-total price shall prevail, and the total price shall be corrected. In case of discrepancy between sub-total price obtained by adding various prices in the schedule and the sub-total price indicated for that particular schedule, the sub-total obtained by addition of various arithmetically corrected prices would be considered for evaluation.

However, the PGVCL shall be entitled to award the contract at the lowest of the prices arrived at from various schedules, identified for that purposes, in the bid proposal sheets. If the bidder does not accept the correction of the errors as above, his bid will be rejected.

**22. AWARD OF CONTRACT**

**22.1** Notification of award of contract will be made in writing to the successful bidder by the PGVCL.

**22.2** The contract will be awarded to the best qualified and responsive bidder offering the lowest evaluated bid in conformity with requirements of these specifications and documents and PGVCL shall be the sole judge in this regard and subject to the provisions of these instructions to bidders and other terms and conditions detailed out in these documents and specifications. A responsive bid is one which accepts all terms and conditions of these specifications and documents without any modifications.

**22.3** PGVCL Reserves the right to award separate contract to two or more parties in line with the terms and conditions specified in the specification.

**23. ADDITIONAL DOCUMENTS:**

At the time of evaluation of tender PGVCL Mahuva Division office may ask bidder to submit required documents other than mentioned in section I Point no 2.2, if required.

**24. COMPLETION PERIOD**

The contractual period for execution of the work stated in Schedule – B of this Tender consist **365** Days. The commencement date of Order shall be Date of issue of the Order.

## Schedule-B

**Name of Work : Tender for Annual Rate Contract for Cleaning, Sweeping of Office Buildings Premises, compound & Toilet Cleaning for Mahuva Town, Rural-1, Rural-2, Town Fault Centre, Divisional Lab, Divisional Store office with yard & Division office Mahuva.**

Sr no	Description	PGVCL estimated rate			Party/Agency rate		
		Unit	Rate	Amount	Unit	Rate	Amount
1	Sweeping/cleaning work (MAN/DAY)	Man/day	Rs.530	2,00,000/-	Man/Day		
2	TOTAL (Amount) in words Rs. Two lacs only						Rs.2,00,000/-

**Executive Engineer,  
PGVCL, D.O., Mahuva**

**Seal & Signature Of Contractor's:** \_\_\_\_\_