

OFFICE OF THE REGISTRAR

**PT. DEENDAYAL UPADHYAY MEMORIAL HEALTH
SCIENCES AND AYUSH UNIVERSITY OF CHHATTISGARH**

**TENDER FOR HOUSEKEEPING
SERVICES-2026**

AT

**PT. DEENDAYAL UPADHYAY MEMORIAL HEALTH
SCIENCES AND AYUSH UNIVERSITY OF CHHATTISGARH**



PT. DEENDAYAL UPADHYAY MEMORIAL HEALTH SCIENCES AND
AYUSH UNIVERSITY OF CHHATTISGARH

HOUSEKEEPING TENDER 2026

- The interested agencies are required to submit of the Pre-qualification & technical bid duly attested by notary along with online submission on GeM.
- A certificate issued by competent authority regarding pre bid visit to the site must be submitted with technical bid. (Annexure – 5)
- The EMD in the form of DD must be submitted to **the Registrar, Pt. Deendayal Upadhyay memorial health sciences and Ayush university of Chhattisgarh**. The tender document containing eligibility criteria, scope of work, terms & conditions and draft agreement can be downloaded from GeM website.
- The details of the manpower required for Housekeeping services is as per Annexure – 3.
- The bid security (EMD) of ₹ 3,00,000/- (three lakh rupees) in the form of DD. EMD has been calculated at 3% of annual estimated cost of the work i.e. ₹ 1.00 crore (one crore rupees)
- As per the OM No. F.6/1/2023-PPD Dated 06.01.2023 issued by Govt. of India, Department of Expenditure, the minimum financial bidding value for service charges is fixed as 4.85%.
- Any future clarification and/or corrigendum(s) shall be communicated by The Registrar, PT. DEENDAYAL UPADHYAY MEMORIAL HEALTH SCIENCES AND AYUSH UNIVERSITY OF CHHATTISGARH

A series of handwritten signatures and initials in black ink, arranged horizontally. From left to right, there is a signature that appears to be 'K. Singh', followed by a circular stamp or signature, then a signature that looks like 'Anu', a signature that looks like 'S.S.', a signature that looks like 'A.L.', and finally a signature that looks like 'M.'.

Tender Process

The tender process will be of 2 cover system consisting of:

Cover - A: EMD, Pre-qualification/ Technical Bid.

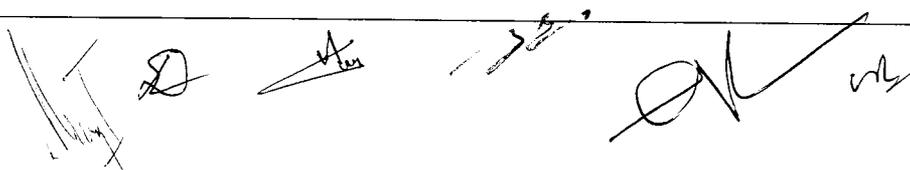
Cover - B: Price Bid/ Financial Bid.

Cover A:

In separate folder named as "Pre-Qualification / Technical Bid"

1	Name & Address of the tenderer/Organization/Agency with phone number, email and name telephone/mobile number of contact person.	
2	The bidder must have successfully executed/completed similar Services in Chhattisgarh Government Establishment over the last years i.e. the 03 financial year (FY 2022-23, 2023-24 and 2024-25) by: 1. One similar completed service for not less than one year and costing amount equal to 80% (eighty percent) of the annual estimated cost the tender i.e. ₹ 1.00 crore (one crore rupees) Definition of "similar work" is the work related with the house keeping services in Chhattisgarh Government or Autonomous body or Medical Colleges, Government Hospitals of Chhattisgarh or Government Universities of Chhattisgarh.	Submit relevant Documents.
3	Experience in the work of providing Housekeeping Services. Particular of experience (attach certificate, testimonials). This shall cover the details of works of similar nature, approximate magnitude and duration carried out and/or on hand during last 3 years along with a certificate from the organization where the job was carried out.	Submit Satisfactory work completion documents (duly self attested and certified)

SN	Name of Organization with complete address and telephone	From	To	No. of Personnel	Total Contract period Yr./Months	Total Contract amount (in Rs.)	Reason for termination



4	Undertaking of the agency confirming the availability of the adequate manpower of required qualification and experience for deployment in Chhattisgarh Government establishment.	Please submit copy of the relevant document.
5	Set-up of your Agency, clearly indicating details of Owner, managerial staff.	Please submit copy of the relevant document.
6	Is the establishment registered with the Government; please give details with document/evidence	Please submit copy of the relevant document.
7	Please give EPF NO. : ESIC Code:	Please submit copy of the relevant document.
8	a. Are you governed by minimum wages rules of the Govt. of C.G.? b. The agency besides providing Housekeeping services should be capable of monitoring Traffic safety, Parking, and Trespassing.	Yes/No (if no, please submit relevant document)
9	Please attach copy of last 3 year of Income Tax Return (FY 2022-23, 2023-24 and 2024-25)	Please submit copy of the relevant document.
10	The bidder should have an office in Chhattisgarh.	Please submit copy of the relevant document i.e electricity bill or other address proof.
11	Having minimum annual turnover of 1 crore rupee in last 3 years (FY 2022-23, 2023-24 and 2024-25)	Please submit copy of the relevant document.
12	PAN NO. of the tenderer.	Please attach copy
13	Trade License No. / Gumasta under shop establishment	Please submit copy of the relevant document.
14	GST Registration of Chhattisgarh State along with GST paid statement till 31/3/2025.	Please submit copy of the relevant document.
15	Acceptance of terms & condition attached (Yes/No). Please sign each page of tender document	As Per ATC
16	Power of Attorney / authorization for signing the bid documents	If required
17	Please submit an undertaking that no case is pending with the police against the proprietor/firm/partner or the company (Agency). In addition to that the firm/agency is never been black listed by any State Govt./Union Territory/ Govt. of India/Govt. organization/ Govt. Health Institutions.	As Per ATC
18	Details of the bid security (EMD) *	Must be Submitted in original
19	Valid Labour License issued by concerned Department of Government	Please submit copy of the relevant document.
20	Financial Profile Annual Avg. Turnover for last 03 i.e. FY 2022-23, 2023-24 & 2024-25 {Generated form Housekeeping work only}	Please submit copy of the relevant document.

21	Number of Years of experience in Housekeeping Services in Chhattisgarh	Please submit copy of the relevant document.
22	A certificate issued by competent authority regarding pre bid visit to the site must be submitted with technical bid. (Annexure – 5)	Submit as per Annexure – 5

* **Exemption**

Sub-rule -4.2 *(4) (3) The conditions of tender shall be determined by the purchaser. However, a valid start-up recognized by the Government of India, as defined in the definition of Council-1 of Industrial Policy 2014-19 at serial number 54, established in the sixth district and found valid on the Government of India website on the date of issue of tender by the tenderer, shall be eligible for the following benefits in the tender process:-

1. No prior experience will be required.
2. No condition related to poor development will be imposed on us.

Clause 4.7

Instructions regarding Earnest Money Deposit (EMD): * (3 and 12)

(a) To ensure that only genuine supplier firms can submit their tenders, it is mandatory to obtain an Earnest Money Deposit (EMD) of 1 (one) percent of the estimated purchase price with each tender. This Earnest Money Deposit (EMD) will be retained from the successful tenderer, and the remaining amount will be returned within 15 days.

(b) Small and cottage industry units of the state registered with the Industries Department, as well as legitimate startups established in Chhattisgarh recognized by the Government of India, as defined at serial number 54 in Appendix-1 of the Industrial Policy 2014-19, and which have been found to be valid on the Government of India website on the date of issuance of the tender and have obtained a competency certificate, should be examined and exempted from submitting the earnest money deposit (EMD) while participating in the government procurement process.

(c) The units will be exempted only if they submit proof of the above along with the tender.

(4) * Paragraph added by this Department's Notification No. F 20-70/2004/11/6 dated 30.09.2019.

(12) * Paragraph added by this Department's Notification No. F 20-70/2004/11/(6) dated 09.05.2022

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Cover-B. Price Bid

1. The bidder should consider all mandatory statutory payment e.g. PF, ESIC etc. in the price bid including other administration / operational cost, which should be justifiable.
2. Price bid (of qualified bidder) will be opened only for those bidders that are deemed satisfactory and responsive during prequalification/technical bid (Cover A). Price comparison will be done on basis of sum of the total cost quoted for individual institution as per number of the guards & supervisors mentioned in Annexure -1.

Award Criteria

30% of the total marks obtained by the Tenderer in technical evaluation (Annexure – 4) will be allotted and 70% will be allotted for financial evaluation. Thus upto 100% will be allotted for completing the bid.

FINANCIAL EVALUATION: The weightage of 70% will be calculated on the basis of weightage to the tenderer in the financial bid. I. The tenderer who submits the lowest rate L1 in the financial Bid will be given full 70 marks (70% x100) in the financial evaluation.:- The method of calculation can be understood from the following example.

1. If **Tenderer “A”** gets 80 marks on technical evaluation of 100 marks, then his technical evaluation will be 24 (80x30%)

2. If the **Tenderer “A”** is L1 Tenderer and if he submits 7% rate in the financial Bid then his total marks obtained will be 31 (24 in technical evaluation+ 70 in financial evaluation= 94 marks in total)

3. The calculation of financial evaluation of the other tender are L1 L2 L3 can be understood as follows:-

70 X (Lowest value L1 quoted in Percentage)

Quoted value in percentage of L2 or L3

1. In case the L2 offers 10% financial rate, then the weightage of 70% will be calculated for L2 as follows.

70x7 (Lowest Price L1 Quoted in Percentage)

10 (Quoted Price L2)

Thus the total marks obtained by the L2 tenderer will be 73 (Technical Evaluation 24, if we are considering L2 getting same 24 marks in technical evaluation + 49 marks in Financial Evaluation)

5. Rank list of tenderers will be prepared by adding marks obtained in technical evaluation and financial evaluation.

6. Marks in technical and financial evaluation will be counted up to 02 places of decimal.

7. If more than one tenderer gets the same final marks as per the above calculation including marks in technical and financial evaluation, than that tenderer will be declared qualified who will be having the maximum work experience of the same field i.e. university for the work asked in this tender.

8. Again If more than one tenderer get the same marks after above calculation in para 7 , than there an interview of the tenderers having same marks will be conducted after above calculation in para 7. Based on the interview, the registrar may select the qualified Tenderer, and the decision will be final.



6

Important Terms and Conditions

Purchaser's right to accept any bid and to reject any or all bids:

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason what so ever and without thereby incurring any liability to the affected bidder or bidders on the grounds of purchaser's actions.

Issue of notification of award

The issue of Notification of Award shall constitute the intention of the Purchaser to enter into contract with the bidder. Prior to the expiration of the period of bid validity, the Purchaser will notify the successful Bidder in writing by e-mail or by cable or Post. The bidder shall give his acceptance along with agreement document in conformity with bid documents within 07 working days of issue of the Notification of Award. In case, the bidder is not willing to unconditionally accept the contract within the specified timeframe, the EMD submitted will be forfeited.

Agency must obtain labour license from the concern authority specific to the Pt. Deendayal Upadhyay memorial health sciences and ayush university of Chhattisgarh within 01 months of issuance of work order. Due to any unavoidable circumstance(s), The Agency must intimate the purchaser if delay occurs in the process.

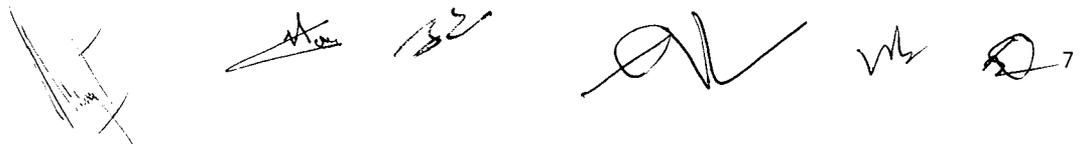
Performance security

As a guarantee towards due performance and compliance of the contract work, the successful bidder (Agency) will deposit an amount equal to 3 % (THREE) of Annual Contract value towards Performance Security Deposit in the form of FDR/Bank Guarantee in the Favor of respective institution drawn on any Scheduled Bank and payable at Raipur. Performance security is to be furnished within 30 days from release of Purchase order. Performance security (FDR/Bank Guarantee) shall be for a period of 60 days beyond from the contractual obligation.

In case of breach of contract by the supplier, the performance security will be forfeited. If the supplier duly performs and completes the contract in all respect, the performance security shall be returned to the supplier without any interest, on completion of all such obligations under the contract.

Other Important instructions

1. All the Bid documents should be duly signed by the bidder.
2. A certificate issued by competent authority regarding pre bid visit to the site must be submitted with technical bid. (Annexure – 5)
3. The purchaser shall have all rights to modify, addition, subtraction of any term(s) and condition(s) of the tender and different bids there in during any time of tender process, which shall be communicated to the bidders.
4. The bidders shall be solely responsible for following GeM website for any addendum/ amendment issued subsequently to the bid document and takes into consideration the same while preparing and submitting the bids.
5. The initial period of contract shall be for 3 years which may be extended for a period of 1 year and for maximum of two terms by mutual agreement depending on performance of the Agency and at discretion of the Head of the Institutions.



6. The Registrar, Pt. Deendayal Upadhyay Memorial Health Sciences and Ayush University of Chhattisgarh will be the final authority for any changes in tender terms.
7. All the pages of the tender should be signed by the owner of the firm or his Authorized signatory. In case the tender documents are signed by the Authorized signatory, a copy of the power of attorney/authorization should be enclosed along with Tender document.
8. A copy of the terms & conditions shall be signed on each page and submitted with the technical bid as token of acceptance of terms & conditions.
9. The bid shall be valid and open for acceptance of the competent authority for a period of 60 days from the date of opening of the tenders and no request for any variation in quoted rates and/withdrawal of tender on any ground by successful bidder shall be entertained.
10. To assist in the analysis, evaluation and computation of the bids, the competent authority, may ask bidders individually for clarification of their bids. The request for clarification and the response shall be in writing but no change in the price or substance of the bid offered shall be permitted.
11. Successful bidder shall give priority to Housekeeping personnel already working in the institute at the time of recruitment.

Blacklisting:

- i. The Bidder who submits false, forged or fabricated documents or conceals facts with intent to win over the Bid; bid security Deposit of such Bidder firm will be forfeited and firm will be liable for blacklisting for a period of not less than 2 years. The firm will also be liable for Legal action depending on the facts & circumstances of the case.
- ii. If the successful Bidder after being declared lowest bidder (LI) or after entering into an agreement withdraws or fails to honor commitments as per the Bid conditions, Performance Security of such Bidder firm may be forfeited and firm will be liable for blacklisting for a period of not less than 2 years.



GENERAL TERMS & CONDITIONS:

1. Use of contract document & information

The Service Provider shall not, without the tendering authority prior written consent, disclose the Contract, or any provision thereof, or any information furnished by tendering authority in connection therewith, to any person other than a person employed by the Service provider in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

2. Liquidated Damage

The Service Provider shall pay liquidated damages for non-performance to the Employer at twice the daily remuneration rate payable for each day that the services have not been provided on the site within the stipulated time given in the work order. The total amount of the liquidated damages shall not exceed 2% of the monthly remuneration for that service. The Employer may deduct liquidated damages from payments due, of the Service Provider. Payment of liquidated damages shall not affect the Service Provider's other liabilities.

3. Penalty Clause

- i. As and when the institution requires additional Housekeeping strength on temporary or emergent basis, the Agency will depute such Housekeeping personnel under the same terms and conditions. For the same, a notice of two days will be given by the authority. Similarly, if the Housekeeping personnel deployed by the agency any time are found absent from duty or sleeping or found engaged in irregular activities, the concerned institution shall deduct the requisite amount at the pro-rata rates from the bill of the agency besides imposition of penalty of the same amount for non- observance of the terms of contract.
- ii. Penalty amount can be increased on repetition of offence.
- iii. In the event of total default/ failure by the Service Provider in providing the Services, Client reserves the right to get the Services executed by any other Service Provider at the cost and risk' of the Service Provider.
- iv. In addition to the liquidated damages, penalty may be issued to the Service Provider for minor deficiencies on its part (as per table given below):-

No.	Description of Irregularities	Penalty
1	If the housekeeping workers are less than the minimum required (Not less than 80% out of total attendance per shift)	@ Rs. 500/- per incidence
2	In case of housekeeping workers found absent during duty hours	@ Rs. 200/- per worker
3	If the housekeeping workers were found indulging in smoking/drinking/sleeping during duty hours.	@ Rs. 500/- per incidence
4	It the housekeeping workers was not found in prescribed uniform and\ displaying their photo identity card.	@ Rs. 200/- per incidence

Note: Amount of penalty can be increased on repetition of the offence.

The image shows several handwritten signatures and initials in black ink. From left to right, there is a signature that appears to be 'Arun', a circled 'D', a signature that looks like 'S', a signature that looks like 'M', and a signature that looks like 'ML'.

4. Force Majeure

- i. Notwithstanding the provisions of the tender, service provider shall not be liable for feature of its liquidated damages, or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure.
- ii. For purposes of this clause and clause "Force Majeure" means an event beyond the control of the service provider and not involving the service provider's fault or negligence and not foreseeable. Such events may include but are not restricted to acts of the employer in its sovereign capacity, wars or revolutions, fires flood sand epidemics. If a force majeure situation arises, the tender shall promptly notify the employer in writing of such condition and the cause there of. Unless otherwise directed by the purchaser in writing the supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

5. Clause for termination of contract

- i. The contract can be terminated by giving one month notice on either side.
- ii. In case of frequent lapses on the part of the Housekeeping personnel deployed by the contractor, the authority shall be within its right to terminate the contract forthwith or take any other action without assigning any reason whatsoever.
- iii. The Tenderer may at any time terminate the Contract by giving written notice to the contractor, if the service provider becomes bankrupt or otherwise in solvent. In this event, termination will be without compensation to the contractor, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Purchaser.

6. Arbitration/Resolution of Dispute

- i. In case of any dispute or differences arising under the terms of this Agreement the same shall be settled by reference to arbitration by a Sole Arbitrator to be appointed by The **registrar**, Pt. Deendayal Upadhyay memorial health sciences and Ayush university of ChhattisgarhThe provisions of Arbitration and Conciliation Act 1996 shall be applicable.
- ii. In case of any dispute between the Agency and the concerned institution, the **Pt. Deendayal Upadhyay** memorial health sciences and Ayush university of Chhattisgarh shall have the right to decide. However, all matters of jurisdiction shall be at the District courts Raipur (Chhattisgarh).

7. Governing Language

The contract shall be written in English/Hindi language. All correspondence and documents pertaining to the Contract which are exchanged by the parties shall be written in the English/ Hindi language.



Contract Agreement

- i. An agreement shall be signed with the successful bidder as per contract agreement format mentioned in Annexure- 2.
- ii. The contract shall come in to effect on the date of signing by both the parties. The contract shall be valid for a period of 3 years from the date of signing of contract. The contract can be extended for one year and for maximum of two terms, on the same terms and conditions with mutual consent. In such cases the Service Provider shall have to deposit the BC for the extended period.

9. Payments:

- i. The Service Provider shall raise the bill, in triplicate, along with attendance sheet duly verified by the Department or office concerned in respect of the persons deployed and submit the same to the prescribed authority in the first week of the succeeding month.
- ii. The service provider shall deposit the previous month remuneration of EPF AND ESIC with his claim of reimbursement.
- iii. In general, The payment may be released within 30 days after submitting the bill at the university. No any kind of interest will be payable for delay of the payment of bill.
- iv. The wages will be revised as per revision of the minimum wages by State Government time to time and the service provider will inform for the same to the concerned authority.

10. Compliance with Laws

The Service Provider shall take due care that a list of documents comply with all relevant laws and statutory regulations and ordinances, guidelines in force which includes all laws in force and effects of the date hereof and which may be promulgated or brought in to force and effect there in after in India including judgments, decrees, in junctions, writ so for order of any court of record, as may be in force and effect during the subsistenceof this Agreement applicableto the Service Provider.

12. Governing Law and Jurisdiction

This Agreement shall be governed by the laws of India. The Courts at Raipur, Chhattisgarh shall have jurisdiction over all matter arising out of or relation to this Agreement.

13. Severability

In the event that any provision of the term & conditions is held to be invalid or unenforceable, there maiming provisions of term & conditions will remain in full force and effect.

14. Modification

Modification of the terms and conditions, including any modification of the scope of the Services, may only be made by written agreement between the Parties.

15. Variations

Client may, by written notice to the Service Provider, direct the Service Provider to vary the scope, sequence or timing of the Services and the Service Provider shall be bound to comply with that direction. All such variation shall be in writing.



Annexure - 1

Price Bid

A: Description

The Tenderer Should Quote the price for the following institution-

SN	Name of the Institute	No of Housekeeping Personnel's*
1	PT. DEENDAYAL UPADHYAY MEMORIAL HEALTH SCIENCES AND AYUSH UNIVERSITY OF CHHATTISGARH	25 Male 25 Female Total 50+1 (Supervisor)

*The number of required personnel as per Institutional requirement.

It is clarified that the consolidated and all-inclusive quoted rates should not contain the wages component less than the minimum wages of Govt. of Chhattisgarh to be provided along with the copy of the Govt. of Chhattisgarh Order on Minimum Wages to facilitate revision of rate whenever minimum wages are revised by the State Government.

B : Price Bid Format

Particular	Minimum Wages (As applicable) Per Month	EPF (As applicable)	ESIC (As applicable)	Service/ Operational charges	GST	Total
Housekeeping Staff						
Housekeeping Supervisor						

GST applicable as per act.

- GST & ITTDS will be deducted as per Government norms.
- The number of required personnel may increase or decrease as per institutional requirement.
- The Registrar, PT. DEENDAYAL UPADHYAY MEMORIAL HEALTH SCIENCES AND AYUSH UNIVERSITY OF CHHATTISGARH has right either to add or delete the name of any institutions with term and condition remaining the same.
- The rate is exclusive of weekly off.
- Operational Charges must be rounded off to nearest decimal.
- Quoted rate (in Rupees) must be in the multiple of 1 & should not be less than 1% of minimum monthly wage of unskilled worker.



Contract Agreement Format

(To be made on Rs.100.00 Non-Judicial Stamp Paper)

DRAFT AGREEMENT FORMAT

This agreement is made at _____ on the day of Month Two thousand Twenty Six between the (Name of the Institution) (here in after called 'Client' which expression shall, unless repugnant to the context or meaning there of be deemed to mean and include its successors, legal representatives and assigns) of the First Part.

Second Part

M/s having its registered address at (herein after called the 'Agency' which expression unless repugnant to the context shall mean and include its successors-in-interest assigns etc.) of the Second Part.

WHEREAS the **Pt. Deendayal Upadhyay memorial health sciences and Ayush university**, _____ Chhattisgarh is desirous to engage the 'Agency' for providing Housekeeping Services for **Pt. Deendayal Upadhyay memorial health sciences and Ayush university**, _____ in Chhattisgarh state on the terms and conditions stated below:

1. The Agency shall be solely responsible for compliance to provisions of various Labor, Industrial and any other laws applicable and all statutory obligations, such as, Wages, Allowances, Compensations, EPF, Bonus, Gratuity, ESI, etc. relating to Housekeeping personnel deployed in..... (Name of the Institution) The Client' shall have no liability in this regard.
2. The Agency shall be solely responsible for any accident/medical/health related liability/ compensation for the personnel deployed by it at.....(Name of the Institution) site.The Client' shall have no liability in this regard.
3. Any violation of instruction / agreement or suppression of facts will attract cancellation of agreement without any reference or any notice period.
4. The contract can be terminated by giving one month notice on either side.
5. In case of non-compliance with the contract, the 'Client' reserves its right to:
 - Cancel / revoke the contract; and /or
 - Impose penalty up to 10% of the Total Annual Value of contract.
6. Security Deposit equal to 05% of the Annual Contract Value (refundable after two months of termination of contract) in the form of FDR or Bank Guarantee shall be furnished by the 'Agency' at the time of signing of the Agreement.
7. The 'Agency' shall be fully responsible for timely monthly payment of wages and any other dues to the personnel deployed in.....(Name of the Institution)
8. The Housekeeping personnel provided by the 'Agency' will not claim to become the employees of(Name of the Institution) and there will be no Employee and Employer' relationship between the personnel engaged by the 'Agency' for deployment in Institution site.
9. There would be no increase in rates payable to the 'Agency' during the contract period except reimbursement of the statutory wages revised by the State Govt.
10. The 'Agency' also agrees to comply with annexed Terms and Conditions and amendments thereto from time to time.
11. Decision of The Registrar, Pt. Deendayal upadhyay memorial health sciences and Ayush university of Chhattisgarh in regard to interpretation of the Terms and Conditions and the Agreement shall be final and binding on the 'Agency'.
12. The 'Agency' shall ensure full compliance with tax laws of India with regard to this Contract and shall be solely responsible for the same. The 'Agency' shall keep Client fully indemnified against liability of tax, interest, penalty etc of the 'Agency' in respect thereof, which may arise.

13. In case of any dispute between the 'Agency' and Client', The Registrar, Pt. Deendayal upadhyay memorial health sciences and Ayush university of Chhattisgarh shall have the right to decide. However, all matters of jurisdiction shall be at the local courts located at Abhanpur Road, Raipur (CG).
14. The Company will be responsible for making monthly salary payment to the employs through the Bank. It is the responsibility of the company to submit the Payment statement to the GAD office within 7 days of payment.
15. All the terms & conditions in the tender document will be part of the agreement and remain applicable during contract period.

THIS AGREEMENT will take effect from _____ day of 2026 and shall be valid for 3 yearh sand if work found satisfactory the contract will be extended for another 01 year for maximum of two terms.

IN WITNESS WHERE OF both the parties here to have caused the irrespective common seals to be hereunto affixed (or have hereunto set their respective hands and seals) the day and year mentioned above at Raipur in the presence of the witness:

For and on behalf of the 'Agency'

For and on behalf of the (Name of the Institution)

Signature of the authorized Official

Signature of the authorized Official

Name of the Official

Name of the Official

Stamp / Seal of the 'Agency'

SIGNED, SEALED AND DELIVERD

By the said

By the said

.....(Name)

.....(Name)

On behalf of the (Institution) presence of

On behalf of the 'Agency' presence of

Witness

Witness

Name

Name

Address

Address

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Schedule

SCHEDULED-A

Minimum Manpower Requirement

The figures provided below are indicative and if there be a modification, it should be carried out at the tendering and contracting stage based on the local requirements.

1. Manpower Requirement for Housekeeping service

S.N.	Facility	Area	Male Staff	Female Staff	Supervisor
1.	Ayush University	All University Campus	25	25	1

Total Housekeeping Manpower Requirement-51 staff

Quality Based Score of Bidder (ATC)

S.No.	Designation	Details	Max. Marks
1	Financial Profile Total Avg. Turnover for last 03 FY (2022-23, 2023-24 and 2024-25) {Generated from House Keeping work only}	Above 1 Crore, 02 Mark will be given for every 1 crore value (No marks will be calculated in decimal for less than 1 crore value)	20
2	Number of Years of experience in House Keeping services in Chhattisgarh	Above 05 years (<5yrs will be awarded 0 mark). 01 marks will be given for each additional completed year of experience max upto 10 marks	10
3	CG Labour welfare fund online paid Challan from Jan 2017	02 marks will be given for each completed year of "CG Labour welfare fund paid chalan"	10
4	One similar service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.	3 marks for each such work.	15
5	An experience in the Govt. University in the field of Housekeeping Services in Chhattisgarh	2 marks for each Government University	10
6	An experience in the Govt. Medical Establishment in the field of House Keeping in Chhattisgarh	2 marks for each Government Medical College	10
7	An experience in the Govt. University Establishment in the field of House Keeping in Chhattisgarh	1marks Per Year	15
8	No. of Housekeeping manpower presently working in government/ Semi Government/PSU/ Autonomous sector in the state of Chhattisgarh	Man power Between 0-100 = 2 Between 101-200 =4 Between 201-300 =6 Between 301-400 =8 Above 400 =10	10
Total Marks			100

The Bidder obtaining maximum marks as per criteria above shall be chosen as selected bidder for financial evaluation.

1. Bids offering rates which are lower than minimum Wages per day as notified by CG Govt. for the pertinent category will be rejected.
2. Technical evaluation should match with the relevant work orders or experience certificates.

PT. DEENDAYALUPADHYAY MEMORIAL HEALTH SCIENCES & AYUSH
UNIVERSITY OF CHHATTISGARH, RAIPUR



(ESTABLISHED BY C.G. Act No. 21/2008)

Uparwara, Sector-40, Atal Nagar Nava Raipur (C.G.) Pin- 493661

Ph. No: 0771-2513751 E-Mail: healthuniversitycg@yahoo.com Website: www.ddumhsnucg.ac.in

No./F-

/NS-

/DUHS/DEV/2025-26/

Raipur, Dated:

SITE VISIT CERTIFICATE

This is to certify that M/s.....
.....conducted a site visit of Pt. Deendayal Upadhyay
Memorial Health Sciences and Ayush University of Chhattisgarh, Raipur on
..... (date) for the Housekeeping services.

This certificate is issued on the terms & conditions outlined in the
Housekeeping tender document.

Registrar

(Handwritten signatures and initials)