

## Notice Inviting Tender (NIT)

**National Handloom Development Corporation Ltd. (NHDC)**, an implementing agency for Deendayal Hastkala Sankul (Trade Centre & Museum) at Varanasi, appointed by Ministry of Textiles, Government of India, invites tenders from all interested applicants for **‘SELECTION OF AGENCY FOR PROVIDING COMPREHENSIVE FACILITY MANAGEMENT SERVICES’ at Deendayal Hastkala Sankul (Trade Centre & Museum), Varanasi’** on behalf of Ministry of Textiles, Government of India.

### Indicative Scope:

The Broad Scope of services required under through this RFP, shall be inter alia as briefed below:

1. Operation and Maintenance of all equipment's and E&M services,
2. Housekeeping and Sanitation services,
3. Security Services,
4. Horticulture and Plantation,
5. Front Desk Management,
6. Hospitality services in guest rooms and dormitories,
7. Waste Management,
8. Parking Management,
9. Pest control,
10. Reporting and Complaint Management, and
11. Coordination with other service providers

### Contract Period: 05 years

**Bid Security/ Earnest Money Deposit (INR):** Rs. 1,00,000/- (Rupees One Lakh only)

### Eligibility:

The bidders should meet the following minimum eligibility criteria:

#### A. Technical Eligibility Criteria:

- a. Bidder shall necessarily be a legally valid entity registered under the Companies Act 1956/2013 or Proprietorship, Partnership Firm with minimum 3 years of experience in providing similar services;
- b. Bidder should have undertaken similar work for minimum one year on at least one eligible project with minimum built up area of 20,000 sqm in last 5 years upto last day of the month preceding to the one in which applications are invited.
- c. Bidder should be registered with the Income Tax, Goods and Services Tax and also registered under the labour laws, Employees Provident Fund Organization, Employees State Insurance Corporation.
- d. Bidder must not be under any declaration of ineligibility by any authority and should not be blacklisted with any of the government project as on date of proposal.

#### B. Financial Capability Criteria:

- a. Bidder should have achieved Minimum Annual Average financial turnover of not less than Rs. 3,00,00,000 (Rupees Three crores only) for last three financial years, ending 31st March of the previous financial year (ie 2014-15, 2015-16 & 2016-17).

- b. Bidder, should have a positive net worth during the previous three financial years (ie 2014-15, 2015-16 & 2016-17).
- c. Bidder should be financially solvent for a sum not less than INR 3.0 crore.

Meaning of similar/ eligible projects shall be as defined in clause 1.2.4 of the RFP.

**Instructions:**

- i. The detailed Request for Proposal document can be downloaded from <https://eprocure.gov.in/eprocure/app>, [www.nhdc.org.in](http://www.nhdc.org.in), [www.handlooms.nic.in](http://www.handlooms.nic.in) and <https://gem.gov.in/> from 22.02.2018 at 1100 hrs (11:00 AM) onwards till opening of bids.
- ii. To clarify the queries and take suggestions of the applicants, a pre- bid meeting is scheduled on 05.03.2018 at 1300 hrs (01:00 PM) at office of Mart No: MG-01 at **Ground Floor of Trade Centre (Office) Block, Deendayal Hastkala Sankul (Trade Centre & Museum), Bada Lalpur, Varanasi.**
- iii. Duly completed proposal along with other prerequisites/ documents in support of eligibility criteria etc. and information as per formats given in RFP **must be submitted online** latest by date and time as specified in the critical date sheet below. For details please refer the RFP documents.
- iv. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Bidders are advised to follow the instructions provided in the “Instructions to the Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app> and in the Clause 1.4 of the RFP. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- v. Bidders shall not tamper/modify the tender form including downloaded financial bid format in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder is liable to be banned from doing business with Office of Development Commissioner for Handicrafts and NHDC.
- vi. Intending tenderers are advised to visit National Handloom development Corporation’s website [www.nhdc.org.in](http://www.nhdc.org.in) and [www.handlooms.nic.in](http://www.handlooms.nic.in) and CPPP site <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

**Critical Date Sheet:**

1	Published Date	23.02.2018
2	RFP document Download Start Date and Time	23.02.2018 at 1100 hrs (11:00 AM)
3	Pre Bid Meeting Date and Time	09.03.2018 at 1430 hrs (02:30 PM)
4	Proposal Submission Start Date and Time	12.03.2018 at 1800 hrs (06:00 PM)
5	Proposal Submission (Online) End Date and Time	27.03.2018 at 1700 hrs (05:00 PM)
6	Technical Proposal Opening Date and Time	28.03.2018 at 1200 hrs (12:00 Noon)

**Contact:**

Additional Development Commissioner for Handlooms, Ministry of Textiles, Room No – 57, Udyog Bhawan, New Delhi

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