

## **NOTICE INVITING TENDERS**

No. /2016-17

Sealed tenders for Annual comprehensive round the clock maintenance, repair, operation and testing of Mechanized Laundry including major parts of plant and machinery for a period of One years are invited from the eligible firms.

The full details of advertisement of NIT are available on Medical College, website <http://www.mlbmcj.in>

Principal  
MLB Medical College, Jhansi

MLB MEDICAL COLLEGE, JHANSI

Subject: Tender for annual Comprehensive Maintenance/Repairs/ Round-the-clock, operation & testing of Mechanized Laundry at MLB Medical College, Jhansi.

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Note: Tenderer should confirm that they have received all the above papers from Sr.2 to and seen and understood all items. All the documents are to be returned duly signed by the tenderer who has submitted his offer.

TENDE ISSUE TO

M/S \_\_\_\_\_

\_\_\_\_\_

Tel.No., if any \_\_\_\_\_

Signature of Officer issuing tender

Pay Order/Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ from the Bank  
MLBMedical College, Jhansi for Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_) is enclosed herewith.

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I/We have read and understood all the terms and conditions and all other relevant documents and seen the drawings if any and visited the site before quoting the rates.

Signature of the Contractor

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone/Mobile No. \_\_\_\_\_

**MLB MEDICAL COLLEGE, JHANSI**

Advt No. / 2016-17.

**NOTICE INVITING TENDER**

Sealed Tender for Annual comprehensive round the clock maintenance, repair, operation and testing of Mechanized Laundry including major parts of plant and machinery (motors, pump, burner, valve, Control panel and all type accessories) for a period of One year are invited from the eligible firms, holding following.

- i) Registered with EPFO / Service tax registration,
- ii) Latest I.T. R. Certificate,
- iii) Having 2 to 3 Years experience in operation of Mechanized Laundry Field.
- iv) Having experience in Operation / Manufacturing / Supply & Operation of minimum 1.5 Ton Laundry (8 hours) in State / Central Govt/ Semi Govt. department.
- v) Having experience in Supply/Manufacturing/ Operation of Mechanized Laundry with Washing Machine, Tumbler Dryer, Flatwork Ironer, Hydro Extractor & Perc Dry Cleaning Machine in State / Central Govt./ Semi Govt. Department
- vi) ISO 9001 Certified & Character Certificate by District Magistrate required.
- vii) E.S.I & EPF Certificate is required.

Detailed tender documents can be obtained against a written request quoting Advt No. accompanied by a crossed demand draft or in cash for Rs.500.00 (Rupees five hundred only) (non-refundable) from any scheduled bank drawn in favour of Principal, MLB Medical College, payable at Jhansi.

- i) Sale of tender document :
- ii) Cost of tender document :
- iii) Last date and time for submission of tender :.
- iv) Date and time of tender opening :.
- v) Earnest money Deposit (EMD) to be submitted alongwith quotation/tender: Rs.1,00, 000/- (Rupees One Lakh Only)in shape of DD/FDR/NSC
- vi) Offer by Fax / E-mail will be summarily ignored.

*This advertisement and detailed tender document are also available on medical college website "[http://www. /](http://www./)". If the tender document is downloaded from the website, please enclose the cost of the tender document in the form of Demand draft. Incomplete tender or tenders received without EMD shall be summarily rejected.*

The Principal, MLB Medical College, Jhansi reserves the right to accept/reject any or all the tenders without assigning any reason.

Principal,  
MLB Medical College, Jhansi

## ANNEXURE-I

**Subject: Tender for annual Comprehensive Maintenance/Repairs/ Round-the-clock, operation & testing of Mechanized Laundry at MLB Medical College, Jhansi**

**EMD Amount: Rs.100000/- (Rupees One Lakh only)**

The Principal, MLB Medical College, invites Tender for:

1. Annual comprehensive round the clock maintenance, repair, operation and testing of Mechanized Laundry including major parts of plant and machinery for a period of One years as per details attached. The contractor may quote lump-sum rate including taxes, if any.

### **TERMS & CONDITIONS:**

1. This contract covers annual maintenance, repairs, operation and testing of Mechanized Laundry including major parts of plant and machinery (motors, pump, burner, valve, Control panel and all type accessories) for a period of One years complete
2. Contractor shall deploy competent service Engineer/Technical persons to operate /keep the system functional round the clock.
3. The firm will ensure that control system is manned round the clock by his competent staff to ensure timely action in case of any emergency.
4. The work shall be carried out as per direction and as per the satisfaction of Nodal Officer.
5. The system maintained in the schedule shall be kept in good working condition by the firm during contract period as per detailed below:
  - i) Cleaning and maintaining control system including all equipment installed therein. Logbooks should be maintained and signed by the nodal officer/cms.
  - ii) Servicing, performance check and repair as and when required of all the equipments.
  - iii) Cost for round the clock annual maintenance, repairs and operations of all the systems are included in the rates.

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6. The material for any defect arising in the Mechanized Laundry shall be arranged by the AMC contractor as per the standard list made at the time of award of contract. The AMC contractor will carry out rectification of such defect within three days of being intimated failing which a penalty of Rs 200/- per day shall be imposed on the contractor.
7. All T & P ( Tools & Plants), cleaning or any other material, consumables etc required to execute the work for rectification of any defect arising in the Mechanized Laundry routine maintenance shall be arranged by the AMC contractor free of cost on his own.
8. No extra charges would be payable with regard to the labour deployed by the AMC contractor for rectification of any defect arising in the Mechanized Laundry as the same is included in the charges being paid for the AMC contract.

### **Scope of Contractors responsibility**

#### **MANPOWER**

1. The contractor shall deploy a Mechanized Laundry supervisor from 9 AM to 5.30 PM for 7 days a week with following qualifications:-
  - a) Minimum 2-3 Years Experience / Diploma in Mechanical from a recognized institute with handling Mechanized Laundry. He would be responsible for daily checking/ routine testing of all Plant & Machinery etc. He would make a daily report of status of all the equipment in the prescribed Performa to the nodal officer. It would be his duty to keep all the spares of equipments.
2. The contractor shall deploy one qualified Technical staff Round the clock in 8 hour shift with provision of relievers for absenteeism. They shall have the following qualifications:-
  - a) Diploma in mechanical/ electrical engineering with 1 to 2 years experience in other field.
3. Nodal Officer/cms will be at liberty to turn out any of the contractors staff if found in undesirable activities and no worker will be allowed to reside at the place of duty.
4. The contractor shall arrange all required tools and manpower for attending testing/checking/servicing of installed equipment.

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5. Cost for round the clock annual maintenance, repairs and operations of all the system round the clock are included in the rates.
6. Logbook and stationery as required shall be maintained by the contractor for all equipments so that complete system can be checked by the department.
7. The contractor shall not dismantle any item without the knowledge of authorized officer.
8. In case of any loss of life/injuries to manpower deployed by the contractor shall be the sole responsibility of the contractor.
9. **Any loss to the life and property due to negligence/non-functioning of the system shall be the responsibility of the contractor.**

### **MECHANIZED LAUNDRY**

#### PART- I (SCOPE OF MAINTENANCE)

1. To maintain the system in clean & healthy working condition.
2. Carry out operation/tests/maintenance routine as specified in part III.
3. Operate Mechanized Laundry when required.

#### PART – II (TASKS TO BE PERFORMED WITHIN 15 DAYS)

1. Contractor shall Identify person(s) for Mechanized Laundry maintenance and operation as per prescribed qualification & experience. Familiarize them with the system and its working and ensure that they will be able to operate it when required.
2. Inspect the entire installation for proper working, shortcomings to be recorded and brought to the notice of Nodal Officer/cms.
3. Educate maintenance Personnel, regarding steps to be taken in emergency requirement.

#### PART- III (MAINTENANCE SCHEDULE TO BE FOLLOWED).

1. Test the working of all the system including pump every day. The procedure to be decided in consultation with Nodal officer/cms. and recorded for future reference.

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2. Daily checking of product quality of all the laundry items.
3. Oiling, filter change, greasing of Motor, Pump, Burner etc. shall be done as per manufacturer's recommendation.

#### PART IV (MATERIALS)

The material required shall be arranged by the AMC contractor as per manufacturer's recommendation spare parts requirement and list of items giving in the list contract made at the time of award of contract.

#### PART V (SPECIAL CONDITIONS RELEVANT TO PARTICULAR JOB/PARTICULAR SITE)

1. In case of machine breakdown the maintenance staff of the AMC firm shall be arrange all the material.
2. He will also inform Nodal Officer/cms. immediately.
3. Failure of system long time during contract period will invite action as deemed fit by Principal.
4. Unsatisfactory working of Mechanized Laundry system during contract shall also invite penalty of Rs 500/ per day.

#### **QUALITY CONTROL SYSTEM.**

##### PART I (SCOPE OF MAINTENACE)

1. To ensure that complete Mechanized Laundry system is always clean and in healthy working condition.
2. Perform daily checks as per part-III
3. To perform tasks subsequent to a real alarm situation as per part-III.
4. Keep all items related to Mechanized Laundry in working condition including Effluent Treatment Plant and perc dry cleaner machine.

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5. Ensure that adequate quantity of spare is always available in stock.
6. Ensure 01 monthly checking / testing of Hygienic, Color, linen bear and tear performance, quality work performance and collection & delivery management.

PART -II ( TASKS TO BE PERFORMED WITHIN 15 DAYS)

1. Familiarize the maintenance personnel with the Mechanized Laundry system and their responsibility in consultation with Nodal officer.
2. Inspect the complete system for proper functioning. Any shortcoming noticed should be recorded and brought to the notice of Nodal officer .
3. Ensure that maintenance staff can operate Mechanized laundry Plant & Machinery.
4. Educate maintenance personnel regarding steps to be taken in case of emergency work.

PART- III (MAINTENANCE SCHEDULE TO BE FOLLOWED)

1. Check working of all Mechanized Laundry system on daily basis.
2. A Periodical checking cleaning & Maintenance of Plant and machinery by rotational so that one system should be always in working condition.

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#### PART-IV (MATERIALS)

The material required shall be arranged by the contractor as per detail given bellow.

- Diesel for Washing Machine
- Detergent
- Soda
- Bleach
- Hypochloride
- Stain Removing Chemicals
- Salt
- Sodium Glutradihide Solution
- Perc Chemical

#### **MISC. CONDITIONS:**

1. Water and electricity will be provided by institution free of cost to the contractor for the maintenance and operation of the system.
2. Contractor shall be abiding by the security arrangement/regulation of the plant and machinery and other regulations in force.
3. Temporary passes and uniform will be issued by the contractor to its personnel.
4. Any material taken out from the Mechanized Laundry shall have necessary permission from the competent authority in the form of gate pass.
5. The contractor shall quote the rates of items including taxes etc. as given in the detail work which may be required time to time for repairs/maintenance. Only standard approved makes may be quoted along with quotations.
6. The contractor shall be responsible for his employee welfare statutory requirements as per rules, any labor or staff related problem/disputes will be the sole responsibility of the contractor and MLB Medical College will not be responsible in any way of the payment on the account of such problem/disputes. All the labor laws shall be complied by the contractor and MLB Medical College will not be responsible in any way of the payment of the account.
7. Pickup and delivery of Laundry Linen to the wards and OT will be done by the MLB Medical College Staff.

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8. Any contract person found incompetent/unsuitable or misbehaving or not complying with the instructions shall be replaced immediately under the instruction of the MLB Medical College authorized officer.

**Liability of the contractor to indemnify:**

The contractor shall keep the MLB Medical College indemnified against any loss caused to the MLB Medical College's property by way of theft, mishandling or otherwise and the claims whatsoever in respect of the employees deployed by the contractor. Contractor shall be responsible for payment of any loss caused to the property of the MLB Medical College. In case any employee of the contractor so deployed enters into dispute of any nature whatsoever, it will be the sole responsibility of the contractor concerned to contest the same. In case the MLB Medical College is also to impaled as a party, the cost, if any of the actual expenses incurred towards counsel fee and other expenses shall be paid to the MLB Medical College by the contractor in advance or on demand. Further, the contractor shall ensure that no financial or any other legal liability comes on the MLB Medical College in this respect at any time for the acts done by the personnel of the contractor.

**Terms of Payment:**

- a) The payment shall be made proportionally on monthly basis within one week of submission of bill after rendering satisfactory services and duly certified by the MLB Medical College nodal officer.
  - b) All taxes are included in the lump sum rates.
  - c) Work satisfaction report from authorized officer shall accompany the bill
9. All other terms and conditions shall be as per agreement and approved by Principal, MLB Medical College.

## Annexure-II

PROVIDING COMPREHENSIVE AMC OF COMPLETE MECHANIZED LAUNDRY SYSTEM AND ROUND THE CLOCK OPERATION AT MLB MEDICAL COLLEGE AS PER LIST OF ITEMS.

S. No.	Description of Work
1.	INDUSTRIAL WASHING & GARMENT PROCESSING MACHINE: 2 Nos.
2.	PERC DRY-CLEANING MACHINE: 2 Nos.
3.	DRYING TUMBLER, FRONT LOADING: 2 Nos.
4.	FLAT WORK IRONER: 3 Nos.
5.	STAIN REMOVING MACHINE: 2 Nos.
6.	HYDRO EXTRACTOR : 2 Nos.
7.	WASHROMM TROLLEY: 4 Nos.
8.	STORAGE RACKS: 4 Nos.
9.	FUMIGATOR: 1 Nos.
10.	COLLECTION BOX: 4 Nos.
11.	AIR CURTAIN: 2 Nos.
12.	SEWING MACHINE: 2 Nos.
13.	IRONER TABLE: 2 Nos.
14.	AIR COMPRESSOR : 1 No.
15.	WORK TABLE: 2 No.
16.	CONTROL PANEL 1 No.

**Annexure-IV**

**MLB MEDICAL COLLEGE, JHANSI**

Rates for annual -Comprehensive Round the clock maintenance, repair, operation & testing of Mechanized Laundry System ( Including Manpower & material) as per our Tender Documents :-

(Rs. \_\_\_\_\_ )

(Rupees \_\_\_\_\_ )

Proportionate Rates ( Monthly) Rs. \_\_\_\_\_ per month

Signature of the Contractor  
With SEAL

Place :

Date :