



INDIA INTERNATIONAL CENTRE

40, Max Mueller Marg, New Delhi-110003

Telephone: 24609322, 24609323

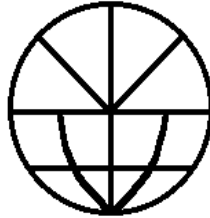
E-mail: purchase@iicdelhi.in

To,
M/s _____

CARPET CLEANING SERVICES CONTRACT

Dear Sir,

1. Sealed Tender is invited for entering annual service contract for above mentioned category of the contract for the period **01 April 2025 to 31 March 2026**.
2. You may quote for the services to be rendered as per Annexure-A, One Rate, without preconditions. All pages of the Tender form are to be stamped and signed.
3. Bidder can download the document and further amendments, from the IIC website (<https://iicdelhi.in>) and submit the same to IIC in a sealed envelope super-scribing on it “**Tender for CARPRT CLEANING SERVICES CONTRACT**” so as to reach “**Purchase Officer, India International Centre, 40, Max Mueller Marg, New Delhi 110003**” on or before **27th February, 2025 at 17:00 Hrs.** Validity of quoted rates will be for 90 days.
4. Check list provided in the Tender form is mandatory to be filled by the vendor by attaching all the required documents as asked for.
5. Please note that the Centre reserves the right to accept or reject any of the Tender in part or whole or all the Tenders without assigning any reason, nor is it bound to accept the lowest quotation & to divide the same between a number of suppliers without any liability on its part.
6. Late, incomplete, conditional, false, fictitious tenders or Tenders without deposit will be summarily rejected. Samples as required for checking at the Centre will be supplied by the vendor free of cost.
7. All Tenders should comply with the provision of New Food Safety and Standards Act 2011 and 2012.
8. Please read the detailed terms and conditions, which form part of this tender document at Annexure-B, as the same are to be accepted by the Tenderer.



INDIA INTERNATIONAL CENTRE

40, Lodhi Estate, Max Mueller Marg, New Delhi - 110003

Telephone: 24609322,24609323

E-mail: purchase@iicdelhi.in

ANNUAL TENDER 2025-2026

TENDER FORM FOR CARPET CLEANING SERVICES CONTRACT

FOR THE PERIOD OF 01-04-2025 TO 31-03-2026

EMD: 5,000/-

SECURITY DEPOSIT: 10% of Tender Value

INDIA INTERNATIONAL CENTRE

CHECK LIST FOR TENDER FORM

1	Name of Contract		
2	Name of the Vendor		
3	Status of the Vendor i.e. Whether applying as a Principal/Authorised Distributor/Dealer. Documentary proof to be enclosed. (Must)		
4	Complete Address of the Vendor		
5	Telephone No. / Mobile No /Fax No. /Email ID		
6	Name of Contact Person & Mobile No.		
7	Copy of Registration of Shop in Delhi for doing Business is enclosed. (Must)	Yes / No	
8	Whether EMD of Rs.5,000 enclosed. Original DD/Cash receipt to be enclosed. (Must)	Yes/No	DD/Cash Receipt No. Date.....
9	Whether EMD exemption sought	Yes / No	No EMD for existing vendor
10	Whether Tenderer (Principal / Authorised Distributor / Dealer/ Merchant.) is having 3 yrs experience in supply of _____ business. List of suppliers to be enclosed in support of experience.		
11	Whether having PAN/GIR Regn No. A self-attested copy to be enclosed. (Must)	Yes/No	Regn No....., Date....
12	Whether self-attested copy(s) of Income Tax (Latest Income Returns enclosed) (Must)	Yes/No	
13	Whether having Sales Tax / TIN Number / C.S.T. Self attested copy to be enclosed. (Must)	Yes/No	Regn No....., Date....
14	Whether Certificate for unconditional acceptance of all the terms and conditions of the tender on the Bidder's letter head enclosed as per format. (Must)	Yes/No	
15	Has your company been Black Listed by any company in Delhi, If yes, give details.	Yes/No	
16	Whether ESI & PF compliance is being done by the vendor for staff deployed.	Yes/No	(For Services Contract)

Vendor Signature with Stamp

CARPET CLEANING SERVICES CONTRACT FOR THE PERIOD 01 APRIL 2019 TO 31 MARCH 2025				
SL	ITEMS	UNIT	QTY	RATE
1	Carpet Shampoo & Dry Cleaning	PSF	90000	
2	Sofa Seat Dry Cleaning	PCS	50	
3	Chairs Dry Cleaning	PCS	40	
4	Stools Dry Cleaning	PCS	10	
5	Carpet Cutting/Fixing	PSF	200	
6	Dry Cleaning of Blinds	PSF	20	

GST Extra as applicable

Vendor Signature with stamp

TERMS AND CONDITIONS FOR CARPET CLEANING SERVICE CONTRACT
FOR THE PERIOD 01 APRIL 2025 TO 31 MARCH 2026

1. Following are the Terms and Conditions of the Contract:
 - (a) Unsatisfactory work will automatically invite the cancellation of contract by giving 15 day notice. Any damages must be made good by the Contractor.
 - (b) The security deposit against the contract is 105 of Tender Value and NO interest will be payable. The Security deposit will be forfeited if terms and conditions of the contract is not followed by the Contractor.
 - (c) The approved rates will be for one year and No increase in rates will be entertained whatsoever during the contract period. The list of chemicals used for clearing will be submitted to IIC.
 - (d) The Centre washing materials or equipments will not be used by Contractor or by any staff member of Contractor in the cleaning of carpets, sofa etc.
 - (e) The Contract can be extended for further period of Two months from 31 March 2026 on same rates and terms/conditions.
 - (f) All services rendered by you must have the comprehensively protection for ESI/EPF etc, approved chemicals and their legal liabilities for which you will be solely responsible.
 - (g) All job work should have complete satisfaction of competent officers of the Centre and work schedule will be given in writing by the Deputy Manager (H&H/K) for the work to be carried out.
2. Any question or difference which may arise concerning the construction, meaning or effect of this Agreement or concerning the rights and liabilities of the parties hereunder or any other matter arising out of or in connection with this Agreement shall be referred to arbitration by a Sole Arbitrator to be appointed by the Director of IIC. The decision of the Director IIC on the appointment of the Sole Arbitrator shall be final and binding on the parties. Unless awarded otherwise by the Sole Arbitrator, the cost of arbitration proceedings shall be shared equally by the parties. The arbitration proceeding shall be in English language and the venue shall be New Delhi. Subject to the above, provisions of Arbitration & Conciliation Act, 1996 and the Rules framed there under shall be applicable. All and any dispute/difference/issue/ matter/action relating to or arising out of this Agreement are subject to the exclusive jurisdiction of the Courts situated in the National Capital Territory of Delhi.

SPECIAL CONDITIONS OF CONTRACT

1. The estimated quantities and the specifications are as per Annexure-A.
2. The Centre reserves the right to increase or decrease the quantities or delete any of the item mentioned in the list (Annexure-A). Whenever an item of particulars variety or an item not given in the tender is supplied, the amount therefore is paid by the Centre at the rates approved by it, keeping in view the prevailing market prices for such item(s).
3. The supplier shall supply the items on a day-to-day basis as may be ordered by the Centre. The Centre shall have the right to reject the whole or part of the supply in case the items supplied are not found not according to the specifications and quality, and the supplier has to make good the short supply within a period of three hours.
4. That the supplier shall be solely responsible for supply of the goods of the quality as prescribed under the Prevention of Food Adulteration Act 1954 if applicable to the item/s supplied and rules made there under and in case of the goods found adulterated the supplier shall be responsible for consequences thereof.
5. The supplier shall reimburse the Centre the fine etc. that the Centre may be required to pay on account of commission of any offence under the PFA Act 1954/FSSAI 2006 and any other Acts or rules made there under which may be attracted.
6. The supplier to pay to the Centre, in addition of the above, liquidated damages as found appropriate by the Centre, in case of breach of any enactment and / or rules which may be attracted.
7. The supplier shall be solely responsible for the observance and implementation of all such statutory conditions and laws, Central and / or State, including Labour laws as may be applicable to his workers and the IIC will not be responsible for any acts, omission or commission by the workers of the contractor.
8. The supplier shall indemnify and keep IIC indemnified against all losses, damages, claims, action taken against IIC by any authority in this regard.
9. If the suppliers fail to supply the required quantities/fully or partly, the same shall be purchased by the Centre at suppliers' risk and costs and the supplier shall have to reimburse the Centre the cost included for procuring the items/quantity along with the other expenses and damages, including the conveyance expenses for purchase from the market, which shall be recovered on the actual basis, from the supplier.
10. The Centre will give the supplier by 5.00 p.m. the list of items out of the items listed in the Annexure-A referred to above as order of items, and the same will be supplied before 1.00 p.m. the succeeding day, no matter the succeeding day is working day/Holiday/National Holiday.
11. Any items rejected on account of non-conformance to the specifications or any excess quantity brought in will be cleared from the premises with 24 hours, or otherwise, the Center shall have right to dispose them of as it may think fit without any compensation and at the supplier's risk and cost.
12. In case the supplier is unable to meet his commitment or it is found that the supplier is not supplying the estimated quantity according to specifications laid down or in the event of any non-compliance or breach of any clauses of terms and conations, the Centre shall have the right to forfeit the security deposit.
13. The Centre also reserves the right to terminate the contract for any reason whatsoever after giving 15 days notice in writing to the Vendor. Upon the termination of the contract, the account of the contractor shall be settled and the contractor shall have no right to make any further claim arising out of the termination of the contract.
14. **PAYMENT.** In consideration of the performance of the contract the Centre shall make payments to the supplier on monthly basis. The supplier shall make a list of the articles supplied during a calendar month along with its value and certified as correct and according to specifications by Executive Chef or any other officer as authorized by the Management of the Centre, and passed by the Accounts Officer of the Centre.
15. **SECURITY DEPOSIT.** 10% of value of contract amount will deposited by the successful bidders within 30 days of issue of work order/ purchase order. The security deposit will be submitted in form of Demand Draft/ Bank Guarantee.
16. The Centre reserves the right to extend the contract period beyond 31 March 2026 for a period of two months or beyond, on the same terms and conditions.
17. No negotiations in approved rates will be entertained during the tender period, for any reason, whatsoever.

(On Vendor Official Letter Head)

To,
The Purchase Officer
India International Centre
40, Lodhi Estate, Max Mueller Marg,
New Delhi - 110003

Date:

**CERTIFICATE FOR UNCONDITIONAL ACCEPTANCE OF
TERMS & CONDITIONS, SPECIFICATIONS OF THE TENDER**

Sir,

It is certified that I/we have studied/understood and hereby agree for the terms and conditions, Scope of Supplies and specifications of the Tender for **Carpet Cleaning Services Contract** at India International Centre.

Vendor Signature with stamp