



Food Craft Institute

(Department of Tourism, Govt. of J&K)
BamyalMorh, NH 44, P.O. Shibba, Nagrota, Jammu- 181221

Tender document 'B'

Food Craft Institute, Jammu invites sealed tenders (Two Covers Technical bid & Financial Bid) affixed with Revenue stamp Rs.6/- (Rupees Six Only) from reputed and registered firms for following jobs/works:-

A. Annual Maintenance for proper Housekeeping of premises

The detailed tender documents containing all terms and conditions can be obtained from this office against payment of Rs.500/- (for each tender document) in the shape of demand draft favoring Principal Food Craft Institute, Jammu Upto 29/04/2019 (Upto 4 pm). An earnest money in the form of CDR amounting to Rs. 10,000/- (Rupees ten thousand only) pledged in favour of Principal Food Craft Institute, Jammu has to be enclosed alongwith the offer, failing which the offer shall be straightway rejected. The Cost of Tender document can also be paid through RTGS/NEFT in our account & the tender document will be sent through e-mail.

The last date for receipt of tenders duly filled alongwith CDR's pledged to Principal Food Craft Institute, Jammu is 30/04/2019 (Upto 4 pm). The Sealed documents should be in a two envelopes i.e. one duly marked on the envelope for Technical Bid & Second Financial Bid duly marked on the envelope. The both sealed envelopes should be a put in bigger envelop duly sealed. The Financial Bids of only those tenderers who qualify technically shall be opened.

Annual Maintenance Contract for proper Housekeeping of premises

S.No	Area of work	Days
1.	General cleaning of the Institute Campus/lawns/mess	Daily
2.	Cleaning of windows panes/glass area of the Institute and windows sills	Daily
3.	Vacuuming	Daily
4.	Scrubbing	Daily Basis
5.	General Cleaning of bathrooms walls and ceilings	Daily
6.	General Cleaning of all fittings and fixtures	Daily

Principal
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Jammu.

7.	Disposal of litter, disposal of garbage from kitchens, bakery, restaurant and students dining rooms and service areas.	Daily
8.	Cleaning of garbage bins from food production and service areas.	Daily
9.	Supply of tissues, freshners, soaps, bath towels, liquid soap, shampoo, telecom powder etc. (as and when required)	Monthly
10.	Cleaning of electrical fixtures	Weekly
11.	Towels	Daily
12.	Manpower to be deployed	Min. 4 Nos. Daily

Terms and conditions for qualifying in the Technical Bids

1. The Agency/Firm should have minimum 3 years experience in the related field with the documentary proof need to be attached.
2. The Person/Persons/One partner involved in the business of the firm/Agency should be a Permanent Resident of J&K State (Photocopy of P.R.C should be enclosed).
3. The Agency/Firm need to attach Income tax return at least for the last two years.
4. CDR amounting to Rs. 10,000/- be also enclosed in Original.