



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

Metro Maintenance Depot,

Near Ganga Jamuna Petrol Pump, Mansarovar, Jaipur-302020

Tel. No. 0141- 5192409, Fax: 0141-5192401

Website:www.jaipurmetrorail.in , E-mail – gmrs@jaipurmetrorail.in

No.: JMRC/O&S/RS/2016-17/NIB/001

Date: 03.11.2016

To,

Sh. Shyamal Bhattacharjee,
Vice President (Operations),
SAMS Facilities Management Private Ltd.,
Plot No.- 14, Sector-44, Guargaon-122003 (Haryana),
Phone No. 0124-6753700, Mobile No. 09990100777,
Email: samsfmpl@airtelmail.com , shyamal@samsfacilities.com

LETTER OF ACCEPTANCE

Sub: Tender for HOUSEKEEPING SERVICES AT ADMINISTRATION BUILDING IN MANSAROVAR DEPOT

Ref1: Your Bid ID No. 313896

Ref2: Your Negotiation letter no. NIL, Dated: 18/10/2016.

Sir,

With reference to the above, Jaipur Metro Rail Corporation (JMRC) is pleased to accept your offer (in response to our Tender No. JMRC/O&S/RS/2016-17/NIB/001 for 'TENDER FOR HOUSEKEEPING SERVICES AT ADMINISTRATION BUILDING IN MANSAROVAR DEPOT; and through this Letter of Acceptance, JMRC awards the contract to SAMS Facilities Management Private Ltd. through their authorised signatory, for a period of two years from the date of commencement, for an amount of Rs.46,20,146/- (Rs. Forty Six Lacs Twenty Thousands One hundred Forty Six only) as per the accepted rates in the attached bill of quantities and schedules therein. The award is subject to the following conditions:

1) Payment:

- Payment will be made as per Clause 2.5.4 of Bid Document and other relevant conditions of the bid document.
- The quantity or work may vary as per site requirement during contract period.
- Contract Price shall be inclusive of all taxes, duties, royalties etc. Nothing extra (except Service Tax as applicable) shall be payable over the accepted rates (Clause 2.5.1.1 of Bid Document refers)

2) Contract Agreement

- Within 45 days from the date of issue of the letter of acceptance, you will be required to execute the Contract Agreement, as per Clause 1.6.3 of Bid Document.
- It may please be noted that until a contract agreement is executed, this letter will constitute a binding contract between you and JMRC.
- Prior to signing of the Contract Agreement, you shall submit the following documents within a period of 30 days from the date of issue of the Letter of Acceptance:
 - Performance Security (Performance Guarantee) - An amount of Rs. 2, 31,007/- (Two Lacs thirty one thousands and seven Rupees only), as specified at Clause 1.6.4 of Bid Document.
 - Detailed proof (with name list) of compliance with PF and ESI regulations for each of the deployed staff.
 - Copy of Valid labour license obtained from the concerning authority as per the Clause 1.6.3.2

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- iv) Antecedent check and Police Verification along with photograph of each staff to be deployed for the proposed work individually as per Clause 2.2.6.1 of Bid Document.
- 3) **Other Submittals by the contractor within 7 days of date of issue of this letter:**
- a) Following will be submitted as per tender condition within 7 days from the date of issue of this letter:
- i) Individual Curriculum Vitae (CV) of deployed Supervisors, Housekeeping Staff in Form T-X, Clause 4.15 of Bid Document refers.
- ii) Indemnity by individual staff as per Form T-IX, Clause 4.14 of Bid Document refers
- iii) Indemnity by Contractor as per Form T-VIII, Clause 4.13 of Bid Document refers.
- iv) List of machinery & equipment with make, model no. and status individually as per Clause 3.8.1 of Bid Document. Details of AMC for repair of cleaning machines/equipments along with Contract person's name and no. for easy and timely repair of these equipments.
- v) Detailed list of Indoor/Outdoor plants as per Form T-VII, Clause 4.12 of Bid Document refers.
- vi) Contractor shall submit the indemnity bond such that the contractor's staff shall not claim of any type e.g. payment, employment etc. with employer. After completion of contract the contractor shall withdraw all of his staff from the site without any claim as per Clause 2.7.1.1 of Bid Document.
- 4) **Contract Period:**
- a) The Contract period is for 2 years from the day of commencement of work and extendable as per RTPPR.
- 5) **Commencement of the work:**
- a) The contractor shall commence the work w.e.f 01.12.2016. No order to commence will be issued separately.
- b) The contractor should get approval of the Employer before starting the work.
- c) JMRC will provide one day training on safety to housekeeping supervisors and team leaders. Housekeeping supervisors and team leaders shall be responsible to provide this safety training to the deputed housekeeping staff. The contractor shall provide the necessary training on safety of one week at its own cost to all of the contractor's staff. Without this training and proper proof no staff will be deputed for work in JMRC.
- 6) **Penalty:**
- a) Penalty and deductions will be applicable as per Clause 2.6 of the Bid Document and other conditions of tender.
- 7) **Identity Cards:**
- a) The entire Contractor's staff (Contractor's Representative, team leaders, Managers Supervisors and Housekeeping Staff) shall be provided with Photo identity cards. Photo has to be printed along with the other details on the paper, signed by contractor's himself/authorized representative and then laminated. Before deputing the staff for housekeeping a copy of all photo identity cards will be submitted to the Employer as per Clause no. 2.2.8 of Bid Document.
- 8) **Insurance:**

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- a) Third party insurance in the joint names of the Employer, the Contractor and sub-contractors (wherever applicable) for minimum amount Rs. 1.0 Lacs for each incident with number of incidents at least 3 in a year as per Clause 2.8.2.1 of Bid Document.

9) Safety

- a) You shall follow all safety instructions mentioned in SHE manual page 29 to 63 and as given in the tender documents at Clause 2.1.6 and Clause 3.1.6 of Bid Document.
- b) The contractor shall demonstrate all machines & plants (M&Ps) to employer for approval before start of work of Housekeeping of Admin Building, in Mansarovar Depot,.

10) Discharge of contractual obligations without monetary implication:

- a) In the Tender, only minimum number of Personnel and minimum number of Machines & Equipments were mentioned. However, for proper Housekeeping of Admin Building, in Mansarovar Depot, if more number of personnel, higher capacity of Machined/Plants & Equipments is required, the same shall be provided by the contractor without adding any extra cost to the contract.

11) Unconditional acceptance

- a) You shall unconditionally comply with all conditions as mentioned in the Bid Documents including Corrigendum, Minutes of Pre-bid Meeting, and Response to Queries, Clarifications and this Letter of Acceptance.
- b) JMRC does not accept any deviation and/or reservation from the bid conditions if mentioned by you in your offer.
- c) This letter of acceptance is being sent to you in duplicate. You are requested to return one copy of this letter duly signed on all pages as a token of your unconditional acceptance thereof so as to reach the undersigned within 7 days of the receipt of this letter.

Encl: 1. Annexure-A: Bill of quantities (including Schedules)

Yours Sincerely

10/11/15
Kishan Singh
KISHAN SINGH
General Manager (RS)
Jaipur Metro Rail Corporation Ltd.
JAIPUR

Copy: ED/RS , GM/Finance, JGM(RS)



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ANNEXURE A

BILL OF QUANTITIES

Housekeeping of Admin Building, ASS, Training School and Cafeteria

ACCEPTED RATES

Contract no.: JMRC/O&S/RS/MNSD/F012

Sl. No.	Description of work	Quantity per year	UNIT	Rate (including all taxes) in figures after negotiation Rs. P	Total Amount Rs. P
				Figures	
1.00	Schedule of Cleaning and Housekeeping items of ASS, DG Set, Chiller Plant and Wing-A (Two Wheeler Parking Area	104.000	Every three days (two times in a week)	2962.00	308048.00
2.00	Schedule of Cleaning and Housekeeping items of Admin Building Wing A (Canteen wash room & Toilet), Wing-B (Except Auditorium) and Wing-C complete	365.000	Every Day	5485.00	2002025.00
Total in Figures (For 1 Year) Rs.					2310073.00
Total in Figures (For 2 Year)					4620146.00
Rs					
Total in Words(For 2 Year)					Forty Six Lacs Twenty Thousands One hundred Forty Six only

Note:

1. The quantity or work, may vary as per site requirement during contract period.
2. The payment will be made only for the work actually carried out during contract period.

Kishan Singh
KISHAN SINGH
 (Kishan Singh)
 General Manager (RS & O&S)
 General Manager (RS)
 Jaipur Metro Rail Corporation Ltd.
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SCHEDULE OF RATE ACTIVITIES (Activity wise break up) Work: Housekeeping of Admin Building ASS, Training School and Cafeteria

Payment shall be made as per the following weightage for activities coinciding with the respective Tables and groups in the technical specifications and scope of work.


Sl. No.		Description of work	UNIT	Quantity per year	Rate (In %)
Table	Item				
1	Schedule of Cleaning and Housekeeping items of ASS, DG Set, Chiller Plant and Wing-A (Two Wheeler Parking Area (Sl. No 1.00 of BOQ)				
	Clause 3.3.1	As per Table 01	Every three day (two times in a week)	104	100% of R(1)*
2	Schedule of Cleaning and Housekeeping Items of Admin Building Wing A (Canteen wash room & Toilet), Wing-B (Except Auditorium) and Wing-C complete (Sl. No 2.00 of BOQ)				
	Clause 3.3.2	As per Table 02	Every Day	365	100% of R(2)*

Notes:

- 1) R(*)=Accepted Rate per year for the Buildings/Areas as per Bill of Quantities (BOQ), Refer Respective 'Description of Work' from Sl. No. 1.00 to 02.00
- 2) A = Quantity per year
- 3) B = Percentage rate of each activity
- 4) Rate of activities shall be calculated as follows

$$\text{Activity rate per year (C)} = (B) * (R^*)$$

$$\text{Per activity rate} = (C) / (A)$$


KISHAN SINGH
 General Manager (RS)
 Jaipur Metro (Kishan Singh) Ltd.
 General Manager (RS)