

	कार्यालय: रक्षा लेखा प्रधान नियंत्रक PRINCIPAL CONTROLLER OF DEFENCE ACCOUNTS सं. 107, लोअर अग्रम रोड, अग्रम पोस्ट, बेंगलूर - 560 007 NO. 107, LOWER AGRAM ROAD, BANGALORE - 560 007 फोन नं./Phone No. - 29710474, 29710475 फैक्स नं./Fax No. - 29710132	
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No.AN/III/1043/EC/CON/2020

Dated:11/03/2020

To

M/s

Subject: Tender Notice for requirement of Conservancy Services – Reg.

Principal Controller of Defence Accounts, Agram post, Bangalore, a Central Government Organization under Ministry of Defence (Finance) intend to avail conservancy and security services(watch & ward without arms) for DAD hostel Type Accommodation situated at Kaggadasapura, C.V.Raman Nagar, Bangalore-560 093 as per the scope of work mentioned in the Annexure to this letter.

2. The period of service will be for **ONE YEAR FROM 01-04-2020** or from the date of Agreement whichever is later.

3. Your bids in sealed cover, duly super scribing the cover with the words "**TENDER FOR CONSERVANCY SERVICES**", are invited in respect of conservancy services as per format given in Part IV of the Tender Enquiry (Annexure to this letter). Sealed quotations addressed to the undersigned should be dropped in the **TENDER BOX KEPT IN THE RECEPTION OF THE PCDA OFFICE / OR to be sent by Regd Post BY NAME to the undersigned** so as to reach this office on or before 03.00 PM of 17.03.2020 positively.

4. This Tender Enquiry is divided into four parts as follows and details enumerated in Annexure to this letter:

- a) Part I – General Information and Instructions
- b) Part II – Scope of Work
- c) Part III – Terms and Conditions
- d) Part IV – Format for quoting

5. This Tender Enquiry is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the Tender Enquiry, should it become necessary at any stage.

V.S. Manjula

(V.S.MANJULA)
Sr. Accounts Officer (AN)

Copy to:

The Officer I/c
OA Cell (Local)

- with a request to upload it in PCDA Bangalore website

sd/-
(V.S.MANJULA)
Sr. Accounts Officer (AN)

Part I – General Information**1) Last date and time for depositing the Bids: 17/03/2020(03.00 PM)**

The sealed Bids should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.

2) Manner of depositing the Bids:

Sealed Bids should be either dropped in the tender box marked as "TENDER FOR CONSERVANCY SERVICES" or sent by Registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non-delivery/non-receipt of bid documents. Bids sent by FAX or e-mail will not be considered.

3) Time and date for opening of Bids:

24/03/2020 (03.30 PM) (if due to any exigency, the due date for opening of the bids is declared as a closed holiday, the bids will be opened on the next working day at the same time or on any other day/time, as intimated by the PCDA, Bangalore.

4) Location of the Tender Box:

RECEPTION, O/o THE PCDA BANGALORE. Only those bids that are found in the tender box will be opened. Bids dropped in the wrong tender box will be treated as invalid.

5) Place of opening of the Bids:

OFFICE OF THE PCDA BANGALORE. The bidders may depute their representatives, duly authorized in writing, to attend the opening of bids on the due date and time. Rates and important commercial/technical clauses quoted by all bidders will be read out in the presence of the representatives of all the bidders. This event will not be postponed due to non-presence of your representative.

6) Forwarding of Bids:

Bids should be forwarded by bidders under their original memo/letter pad inter alia furnishing details like TIN number, VAT/CST number, GST registration Number, PAN (A copy of the above certificates/documents are to be attached with the tender document) Bank address with EFT Account etc., and complete postal & e-mail address of their office.

7) Clarification regarding contents of the Tender Enquiry:

A prospective bidder who requires clarification regarding the content of the bidding documents shall notify to the buyer in writing about the clarifications sought not later than 14 (fourteen) days prior to the date of opening of the Bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.

8) Modification and withdrawal of Bids:

A bidder may modify or withdraw his bid after submission provided the written notice of modification or withdrawal is received by the buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in bidder's forfeiture of bid security.

9) Clarification regarding contents of the Bids:

During evaluation and comparison of bids, the buyer may at his discretion ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.