



दिल्ली विकास प्राधिकरण
उप-निदेशक कार्यालय, उद्यान खण्ड - तृतीय
बी2बी, जनकपुरी, नई दिल्ली-110058



सख्या. F54 (21) DD/Hort.-III/DDA/2023-24/1437

दिनांक: 29/12/2023

To

M/S RAKESH KUMAR SHARMA,
FLAT NO. 168, SHANTI APARTMENTS,
POCKET-6, SECTOR-23, ROHINI, NEW DELHI-110085

Name of work: M/o complete scheme of N/A – II under SWZ.

M/o Aff. MP green area 55.26 acres at Tagore Garden.

Sub Head: Day to day cleaning and annual maintenance of 02 Nos. public toilet blocks.

Ref.: FDR/Bank Deposit A/c No. 094410DP00017761 dated 20-12-2023 Amount Rs. 30,000/- From Punjab National Bank, Plot No-5, Community Centre, Gargplaza, Sec-8 Rohini, New Delhi-110058.

दि.वि.प्रा की ओर से उपर्युक्त कार्य के लिए आपके द्वारा उद्धृत मद/प्रतिशत दर निविदाएं निम्नानुसार स्वीकार की गई हैं:-

हैं:-

अनुमानित लागत	: ₹ 10,94,248.00/-
ठेकेदार उद्धृत राशि	: ₹ 5,95,789.50/-
स्वीकृत निविदा राशि	: ₹ 5,95,789.50/- say ₹ 5,95,790.00/- (रु पांच लाख पंचानवे हजार सात सौ नब्बे केवल)
निविदा का प्रतिशत	: 45.55% (अनुमानित लागत से नीचे).
समय की अनुमति	: 365 दिन

खंड (clause)-12 के प्रयोजन हेतु ली जाने वाले मद/कार्य डी.एस.आर.-2021/बाजार दरों के आधार पर 45.55% नीचे है। आपसे अनुरोध है आप इस कार्यालय में रु 100/- के गैर-न्यायिक स्टाम्प पेपर के साथ इस पत्र के जारी होने की तारीख से सात (07) दिनों के भीतर औपचारिक समझौते पर हस्ताक्षर करने के लिये उपस्थित हों अन्यथा कार्य की स्वीकृति के वापस लेने की संभावना है, और बयाना राशि पूरी जब्त कर ली जाएगी। अतः आपको अनुरोध है कि आप इस कार्यालय के सह. निदेशक-III से संपर्क करें तथा कार्य शीघ्र प्रारंभ करें। कृपया ध्यान दें, इस कार्य को करने की अवधि जैसा की निविदा फार्म में दर्शाया है, इस आदेश पत्र के जारी होने के दसवें दिन के बाद से मानी जाएगी। आपका दिनांक 22/12/2023 को लिखित पत्र समझौते का हिस्सा होगा।

उप. निदेशक (उद्यान)

उद्यान खण्ड-3, दि.वि.प्रा

Copy to:

1. Director (Hort.) NW, DDA.
2. Dy. Director (QC) III, DDA.
3. A.O. (W) II, DDA.
4. A.O. (CAU) Hort., DDA.
5. Dy. Dir. Hort. II, V, VIII & Dwarka, DDA.
6. Income Tax Commr. W No. _____ New. Delhi.
7. A.D.-III, Hort. Div. - III, DDA.
8. Comm. Sale Tax. NCT Delhi.
9. File Concern.
10. Agreement File.
11. DDA website <https://eprocure.gov.in/eprocure/app> or www.dda.org.in or cppp-nic@nic.in

उप. निदेशक (उद्यान)

उद्यान खण्ड-3, दि.वि.प्रा

Item Rate BoQ

Tender Inviting Authority: DELHI DEVELOPMENT AUTHORITY DY. DIRECTOR (HORT.) III

Name of Work: - M/o Completed scheme of N/A-II under SWZ.

M/o Aff. MP green area 55.26 acres at Tagore Garden.

S.H: Day to day cleaning and annual maintenance of 02 Nos. public toilet blocks.

Contract No: 011-20896242, NIT No. 23/DD/(Hort.)-III/DDA/2023-24 E.C Rs. 10,94,248/-

Name of the Bidder/ Bidding Firm / Company :	RAKESH KUMAR SHARMA
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PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P
1	Complete Maintenance of 2 Nos. Toilet Block for 365 Days. a) Day to day cleaning maintenance operation of Toilet blocks in the park including cleaning of wall and floor, all sanitary fittings and fixtures i.e. European & Indian W.C's, Wash basins, urinal bowls, floor traps, house manhole, chambers gully grating, waste pipes doors and window panels and glass panels etc. all complete including brooming, sweeping, washing, mopping and disinfecting of floors & sanitary fittings (One Environment Assistant will be deployed in each shift i.e. 1st shift 5:00 AM to 1:00 PM and 2nd shifts 1:00 PM to 9:00 PM per day in the park. b) The cost of wipers, brooms, belcha, Kolchi, Kharpachies, soap and dusters, detergents, phenyl, harpic & toilet cleaner, mug & bucket and deodorant etc. all-inclusive whichever is required as per approved list with officer in-Charge. c) Bacteria will be filled in the septic tank only one time at the start of Maintenance. d) Repair/replacement and maintenance of civil components such as sanitary fittings and fixtures, cement plasters, flooring, painting, information board, doors, windows and glass panels, PVC water tank of 500 ltr. etc. e) Replacement of all damaged fittings and repair/maintenance of electrical components i/c wiring, switches, lights and exhaust fans etc. f) Supplying and filling of water in the loft Tank.				
1.01	Environment Assistant (Unskilled) for Scavenging/Cleaning: One EA each shift i.e. 05:00 AM to 01:00 PM and 01:00 PM to 09:00 PM (2 Nos. x 365 Days = 730 Nos. Job)	730.00	Per Job	816.15	595789.50
2	Scavenging/Cleaning Material: Wiper, Pocha, Broom, Soap, Liquid Soap, Phenyl etc. (L/S Rs. 100/Day for 2 No. Toilet Block) (For 365 Days x 1 = 365 Nos. Job)	365.00	Per Job	0.00	0.00
3	Cost of suction jetting machine 2200psi i/e POL and operator (36000/12) for clening of septic tank quarterly (8 time for 2 No. Toilet block)(amount paid as per actual work executed)	8.00	Per Job	0.00	0.00
4	Repair / replacement and maintenance of civil components:				
4.01	Ref. 11.40/241:CiviIDSR-2021 Vol.-I Providing and laying rectified Glazed Ceramic floor tiles (if applicable) of size 300 x 300 mm or more (thickness to be specified by the manufacturer) of 1st quality conforming to IS : 15622, of approved make, in all colors, shades except white, ivory, grey, fume red brown, laid on 20 mm thick cement mortar 1:4 (1 cement : 4 coarse sand), jointing with grey cement slurry @ 3.3 kg/sqm. Including pointing the joints with white cement and matching pigments etc. (Toilet block area approx. 80 Sqm. x 10% = 8 Sqm.) (amount paid as per actual work executed)	8.00	Per Sqm.	0.00	0.00

4.02	Ref. 8.31/162: Civil DSR-2021 Vol.-I Providing and laying rectified Glazed Ceramic floor tiles of size 300 x 300 mm or more (thickness to be specified by the manufacturer) of 1st quality conforming to IS : 15622, of approved make, in all colors, shades except white, ivory, grey, fume red brown, laid on 20 mm thick cement mortar 1:4 (1 cement : 4 coarse sand), jointing with grey cement slurry @ 3.3 kg/sqm. Including pointing the joints with white cement and matching pigments etc. (Toilet block area approx. 80 Sqm. x 10% = 8 Sqm.) (amount paid as per actual work executed)	8.00	Per Sqm.	0.00	0.00
4.03	Ref. 13.37/281: Civil DSR-2021 Vol.-II White washing with lime to give an even shade (old work) (amount paid as per actual work executed)	352.00	Per Sqm.	0.00	0.00
4.04	Ref. 17.2.1/356: Civil DSR-2021 Vol.-II Providing and fixing white vitreous china pedestal type water closet (European type W.C. Pan) with seat and lid, 10 litre low level white PVC flushing cistern, including flush pipe, with manually controlled device (handle lever), conforming to IS: 7231, with all fittings and fixtures complete including cutting and making good the walls and floors wherever required: W.C. Pan with ISI marked white solid plastic seat and lid. (amount paid as per actual work executed)	2.00	Per Job	0.00	0.00
4.05	Ref. 17.1.1/356: Civil DSR-2021 Vol.-II Providing and fixing water closet squatting pan (Indian type W.C. Pan) with 100 mm sand cast Iron P or S trap, 1 litre low level white PVC flushing cistern, including flush pipe, with manually controlled device (handle lever) conforming to IS: 7231 with all fittings and fixtures complete including cutting and making good the walls and floors wherever required: White vitreous china orissa pattern W.C. Pan of size 580 x 440 mm with integral type foot rests. (amount paid as per actual work executed)	2.00	Per Job	0.00	0.00
4.06	Ref. 17.4.2/356: Civil DSR-2021 Vol.-II Providing and fixing white vitreous china flat back or wall corner type lipped front urinal basin of 430 x 260 x 350 mm and 340 x 410 x 265 mm sizes respectively with automatic flushing cistern with standard flush pipe and C.P. brass spreaders with brass unions and G.I. Clamps complete, including painting of fittings and brackets, cutting and making good the walls and floors wherever required: Range of two urinal basins with 5 litre white PVC automatic flushing cistern. (amount paid as per actual work executed)	2.00	Per Job	0.00	0.00
4.07	Ref. 17.7.1/357: Civil DSR-2021 Vol.-II Providing and fixing wash basin with C.I. brackets, 15mm C.P. Brass pillar taps, 32 C.P. brass waste of standard pattern, including painting of fittings and brackets, cutting and making good the walls wherever require: White vitreous China Wash basin size 630 x 450 mm with a pair of 15 mm C.P. Brass pillar taps. (amount paid as per actual work executed)	4.00	Each	0.00	0.00
4.08	Ref. 17.31/361: Civil DSR-2021 Vol.-II Providing and fixing 600 x 450 mm beveled edge mirror of superior glass (of approved quality) complete with 6 mm thick hard board ground fixed to wooden cleats with C.P. Brass screws and washers complete. (amount paid as per actual work executed)	4.00	Each	0.00	0.00
5	Comprehensive Maintenance of all Electrical Components i/c replacement of all damaged fittings, MCBs in distribution board and repair/maintenance of electrical components (Except where solar panel installed): Rs. 6000/- per year = 6000/365 = 16.44 + 5.56 Taxes = Rs. 22.00 (For 365 Days) Rs. 6000/- per year = 6000/365 = 16.44 + 5.56 Taxes = Rs. 21.99 (For 365 Days).	730.00	Per Job	0.00	0.00
6	Supplying and filling of water in the loft Tank. (Except where DJB water connection and appropriate water source available i.e. in YFP): Water tanker 5000 L capacity @ 1074.67/365 = Rs. 0.21 x 1000 Ltr. = 210.00 (For 365 Days).	730.00	Per Job	0.00	0.00
Total in Figures					595789.50


 Director (Hort.)
 Hort. Div.- III/DDA



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उप-निदेशक कार्यालय, उद्यान खण्ड - तृतीय
बी2बी, जनकपुरी, नई दिल्ली-110058



TERMS & CONDITIONS

Name of work: M/o complete scheme of N/A – II under SWZ.

M/o Aff. MP green area 55.26 acres at Tagore Garden.

Sub Head: Day to day cleaning and annual maintenance of 02 Nos. public toilet blocks.

Conditions:-

1. The agency may quote the rates as per minimum wages of GNCTD plus applicable GST

Example: If wages as per GNCTD per day per E.A. is = 100/-
Add GST factor 0.2127 = 21.27

Minimum wages per Environment Assistant (E.A.) per day = 121.27/-

2. In case the labour rates quoted by the bidder are less than the minimum wages of GNCTD including GST, such bids shall be summarily rejected and bid of the tenderer quoting the lowest rates among the remaining bidders shall be accepted, subject to the other conditions.
3. In case the lowest rates quoted by the bidders are same, then in order to arrive at a decision, a draw of lots shall be carried out by a committee comprising of Director (Hort.) SE, concerned Deputy Director and F.O. of the zone in the presence of such bidders who quoted the same rate.
4. Rates are inclusive of applicable GST and nothing shall be reimbursed on this account.
5. Similar nature means "Maintenance/cleaning of Toilet / Bio Toilet work"
6. The civil and Electrical items will be paid as per actual execution of the job.
7. If agency not executed the required work/item, the same will be done by the department necessary recovery will be made as per prevailing market rate/justified rate.
8. The cleaning and housekeeping works are to be carried out *as per self-assessment* and in such manners that all the toilet premises always look neat and clean.
9. It will be the sole responsibility of the contractor that the men engaged are trained and the Department will not be liable for any mishap, directly or indirectly.
10. All the consumables, disposables & Chemicals required for cleaning and housekeeping are to be procured by the contractor. All consumables, disposables & Chemicals should be eco-friendly.
11. Mechanized equipment's, wherever required, will be procured by the contractor.
12. The contractor shall engage the men/women whose age shall be between 18-50 Years.
13. The contractor shall abide by and comply with all the relevant laws and statutory Requirements covered under Labour Act, Minimum Wages and (Contract Labour Regulation & Abolition Act 1970), EPF etc. with regard to the personnel engaged by him for sanitation works. It will be the responsibility of the contractor to provide details of manpower deployed by him, in the Department and to the Labour department.
14. The contractor shall be liable and responsible to provide all the benefits viz. Provident Fund, ESI, Bonus, Gratuity, Leave, etc. to the staff engaged by him. As far as EPF is concerned, it shall be the duty of the Contractor to get PF code number allotted by RPFC against which the PF subscription, deducted from the payment of the personnel engaged and equal employer's amount of contribution should be deposited with the respective PF authorities within seven days of close of every month. Giving particulars of the employees engaged for the sanitation works, is required to be submitted to the Department. In any eventuality, if the contractor failed to remit employee/employer's contribution towards PF subscription etc. within the stipulated time, the Department is entitled to recover the equal amount from any money due or accrue to the Contractor under this agreement or any other contract and will be deposited with RPFC on behalf of the contractor.
15. The Department shall have the right to ask for the removal of any person of the contractor, who is not found to be competent and orderly in the discharge of his duty.
16. The contractor shall not engage any sub-contractor or transfer the contract to any other person in any manner.
17. The Contractor will maintain a register on which day to day deployment of personnel will be entered. This will be countersigned by the authorized official of the Department. While raising the bill, the deployment

particulars of the personnel engaged during each month, shift wise, if any, should be shown. The Contractor has to give an undertaking (on the format), duly countersigned by the concerned official of the Department, regarding payment of wages as per rules and laws in force, before receiving the 2nd payment onwards.

18. All liabilities arising out of accident or death while on duty shall be borne by the contractor.
19. The sanitation staff engaged by the contractor shall not accept any gratitude or reward in any shape.
20. The contractor shall be responsible to maintain all property and equipment of the Department entrusted to it. Any damage or loss caused by contractor's persons to the Department in whatever shape would be recovered from the contractor.
21. That in the event of any loss occasioned to the Department, as a result of any lapse on the part of the contractor which will be established after an enquiry conducted by the Department, the said loss can claim from the contractor up to the value of the loss. The decision of the Engineer-in-charge will be final and binding on the contractor.
22. The Department shall not be responsible for providing residential accommodation to any of the personnel of the contractor.
23. **Contribution of EPF, ESI:** The EPF, ESI contributions on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of the employer paid by the contractor shall be reimbursed by the Engineer-in-charge to the contractor on actual basis.
24. The Department will deduct Income Tax at source under Section 194-C of Income Tax Act from the contractor at the prevailing rates of such sum as income tax on the income comprised therein.
25. **Revision of Rate by GNCTD:** That during the contractual period, if the GNCTD rates for skilled /semiskilled /non-skilled labour are revised, the additional increased amount shall be payable to the agency for onward payment to the engaged labours after verifying the records and its approval by Competent Authority.
26. The toilet shall be handed over to the agency by the department on "As in Where is" basis and Agency shall do the complete repair to plaster, flooring, painting, finishing and sanitary fitting and fixture, information plate, electrical installations etc. to ensure better aesthetic look and proper functioning of available facilities within 15 days after taking possession of toilet block to the entire satisfaction of Officer-In-Charge, otherwise the penal recovery of Rs. 1000/- will be deducted per day from the agency.
27. No workmen will be allowed to enter at the site without identity card issued by the contractor and all employees of the Contractor will wear the identification card whenever on duty in the premises. ID cards to be issued by the service provider (1-month time for implementation be given) otherwise the penal recovery of Rs. 1000/- will be deducted per day from the agency.
28. If agency fails to execute the work and toilet is not found properly maintained/cleaned in all respects on any day, the penal recovery of Rs.2000/- per shift per toilet shall be levied and deducted from the bill.
29. If any material is damaged or removed in theft etc. during execution period, the agency shall replace the same within 24 hrs on his own cost, otherwise penalty recovery of Rs. 3000/- per day will be recovered from the agency in addition to market cost of replacement of damaged or theft items if done by DDA.
30. During the duty period, Environmental Assistant and security guard will not leave the duty place. If he is found absent from duty place the penal recovery of Rs. 1000/- will be deducted per person from the agency.
31. In case any complaint is received attributable to misconduct / misbehavior of contractor's personnel, a penalty of Rs. 2000/- for each such incident shall be levied and the same shall be deducted from contractor's bill after issue of notice. Further the concerned contractor's personnel shall be removed from the system immediately.
32. The agency will display the telephone no. of contact person for any complaint in respect of facilities in toilet.
33. The attendance register should be maintained by the agency/contractor, and to be verified on daily basis by the concerned S.O. (Hort.)/DDA and depicting the shortfall at site on every day basis.
34. The employees of the Contractor shall not be allowed to put any labour hut in the premises.


Dy. Director (Hort.)
Hort. Div.- III/DDA