



No: SSGK /QM /HAIR CUTTING /2021-22 Date _____

Cost of the form Rs. 500 /- paid vide SSGK MR No. / DD No. _____ dated _____

Earnest Money Rs 3000 /- paid vide DD No. _____ dated _____

TENDER FORM FOR PROVISIONING OF HAIR CUTTING SERVICES
FROM 01 AUG 2021 TO 31 JUL 2022.

(Any alteration / addition made in the tender form will make it null and void)

1. Sealed tenders are invited from agencies of good repute having sound financial background and experience, by 12:00 hrs on 18 Jun 2021, for provisioning of haircutting services purely on contractual basis from 01 Aug 2021 to 31 Jul 2022.

2. Tender forms would be available at school office on payment of **Rs 500/-** (non-refundable) by **SBI DEMAND DRAFT** in favour of PRINCIPAL, SAINIK SCHOOL GHORAKHAL, payable at Bhowali, (CODE NO. 1352), up to 12:00 hrs on 18 Jun 2021. Earnest money of **Rs 3000/-** is to be paid by SBI Demand Draft, refundable on finalisation of tender, in favour of Principal Sainik School Ghorakhal, as mentioned above, is to be submitted along with filled-in tender form. In case the tender form is downloaded from the Internet, received by post, or by any other means, it shall accompany two separate demand drafts for **Rs 500/-** (non-refundable amount towards the cost of the form) and **Rs 3000 /-** (towards EMD). In case, cost of tender form, and /or EMD is not deposited, the tender will be summarily rejected and the draft accompanying the tender form shall be forfeited. Tenders will be opened at **12:30 hrs on 18 Jun 2021** in presence of the bidders / authorised agents, in the School premises. **Principal reserves the right to accept or reject any or all tenders without assigning reasons there of.**

TERMS AND CONDITIONS FOR PROVISIONING OF HAIRCUTTING SERVICES.

(a) The rates quoted should be for military style hair cutting, using manual /electrical hair cut machine, to be given to the students of Sainik School Ghorakhal, atleast once in 15 days. Rates quoted shall be inclusive of all charges, including GST, for service at the school salon on stipulated dates & timing. Separate rates shall be quoted for all categories as given in paragraph 4 below.

(b) The contract shall be for the period from 01 Aug 2021 to 31 Jul 2022. However, it will come in to effect from the date of actual issue of orders.) The firm must enclosed copy pan card/ GST registration numbers/service registration as applicable and attach along with the tender for documentary proof. If the firm does not enclosed the copies of the documents alongwith the tender. The tender will be rejected at the time of opening of tender.

(c) The tenderer is to note that once contract is finalised, if necessary, after due negotiations of rates, has to deposit security amount @ Rs. 5% of the total cost in the form of DD, before the indent for services is placed. However, the EMD may be adjusted into security money. In case the approved bidder fails to deposit , the security money, the EMD will stand forfeited and he would have no further claim of the contract and forfeited amount.

(c) **Haircutting services will be provided as per the roster regulated by the school from time to time, on all the week days except on Tuesdays, between 2 PM to 2.50 PM and 4 PM to 5:30 PM. On Sundays, additional services be provided between 9 AM to 1100 AM and 2 PM to 5:30 PM with priority given to the School Staff, followed by students and as per direction of school authority. Venue of hair cut will be outside the cadets house and any left over can be carried out in the room provided by school.**

(e) Alternatively, barbers employed by the contractor will be required to visit the staff quarters to give haircuts to the staff members on Sundays only. They may, however, avail one day (to be informed to the authorities) as weekly off.

(f) The barbers employed by the contractor will meticulously follow the house wise monthly schedule drawn by the school as also the standard of haircuts laid down for the students befitting the standards of Sainik School. On an average **35** such hair cuts would be required every day. The barber, in addition to routine service, will also undertake the responsibility of giving special/additional haircuts to the students as and when required by the authorities. Replacement of any such barber, during the approved period of contract shall be meticulously ensured by the contractor. Also, it shall be ensured by the contractor to provide high quality haircutting machines and other relevant equipment. **Blades, if used shall be disposed off after single use and it shall be ensured that no single blade is used for two different students.**

(g) Monthly Rent of Electricity and Water charges will be levied as per the State Govt. rates / actual consumption. Any alteration /deletion in what ever form to the allotted accommodation for running the shop is not allowed. Cooking or lighting of fire in the shop premises is strictly prohibited.

(h) Request for enhancement of contract rates under any circumstances, will not be considered, once the rates are finalised. Hence, the bidder is to quote rates accordingly, keeping the market factors in mind. The market standing of the contractor in terms of permanent shop, infrastructure, financial soundness, previous service to the school, etc. shall be verified before award of the contract.

(i) Payment will be made by crossed cheque only, once in a month on submission of the corrected and verified bill through the staff in charge, for total number of hair cuts actually given to the students. Payment will be made with in a month from the date of the receipt of the corrected bill. Alternatively, the school would prefer to directly credit the amount to the agency's business account with State Bank of India, through core banking system. 2% of TDS deduction from each payment will be made, as per rules of Income Tax. **No advance payment is permissible.-**

(j) In the event of irregular, delayed or failure of services on the stipulated date and time, the school is at liberty to avail hair cutting services from the local market without prejudice. The excess cost paid over and above the contract rate of such services, inclusive of charges and departmental charges will be recoverable from amount due to be paid to the contractor by way of redemption of monthly bill or from the security deposit. In addition a penalty to the extent of Rs.100/- will be imposed for any day during the month if the Principal, Sainik School Ghorakhal is convinced that the failure in meeting the demand either in part or full is due to the carelessness or negligence of the service provider.

(k) In the event of irregular or failure of adherence to service schedule on the stipulated date and time, or rejection of the service, and if no satisfactory remedial action is accomplished with in seven (07) days of demand, the school is at liberty to get the required services from the local market without prejudice. The excess cost paid over and above the contract rate of such services locally availed, inclusive of charges and departmental charges will be recoverable from amount due to be paid to the service provider by way of redemption of monthly bill or from the security deposit. In addition, a penalty to the extent of Rs.100/- will be imposed for any day during the month if the Principal, Sainik School, Ghorakhal is convinced that the failure in meeting the demand either in part or full is due to the carelessness or negligence of the service provider.

(i) Inability on the part of the contractor, to continue with the contract any time during the approved tenure will be liable to forfeiture of the entire security amount deposited with the school, without any notice and the contract shall be awarded to the next agency, with out any prejudice.

(m) In case of any dispute, the decision of the Principal, Sainik School Ghorakhal shall be final which will be disposed off with in the Nainital court jurisdiction only.

(n) The sealed envelope of the tender paper of services will be stipulated with the category for which the tender is submitted i.e. **TENDER FOR PROVISIONING OF HAIRCUTTING SERVICES** for the period from 01 Aug 2021 to 31 Jul 2022.

(o) List of employees, employed by the vender will be provided after finalization/before commencement of the tender for issue of Security Passes. ID issued by the Firm/Agency. Aadhar Card of all the staff is to be submitted to 'Q' section on 1st day of services

(p) Rate should be written in figure as well as in words also.

(q) After the tendering procedure if any contractor would like to withdraw his tender, shown his inability to take up the contract after negotiation or in any reason not able to sign the agreement bond, the EMD deposited by the contractor will stand forfeited and he will have no further claim for the contract and forfeited amount.

(r) In case the contractor desirous to change their employees during the contract, he will inform to the school in writing. Before employment of the person, he will submit their ID proof with Police verification.

(s) An agreement bond is to be executed on a non-judicial paper of Rs.100/- value by the approved supplier/ contactor before placement of order.

4. **SPECIFICATIONS OF HAIR CUTTING SERVICES TO BE PROVIDED**

(To be quoted by the tenderer)

(a) **Machine Cut (For Students)**

(i) Rate per cut (machine) : Rs. _____

(ii) Rate for second cut in the same a month (machine) : Rs. _____

(iii) Rate for third cut in the same month (machine) : Rs. _____

(b) **Scissors Cut (For Staff)**

(i) Rate per cut (scissors) : Rs. _____

(ii) Rate for second cut in the same month (scissors) : Rs. _____

(iii) Rate for shaving : Rs. _____

(iv) Rate for baby cut (boys) : Rs. _____

(v) Rate for baby cut (girls) : Rs. _____

5. The above mentioned details, terms and conditions have been read and understood by me/us and I/we express my /our acceptance towards them same.

Signature of the Bidder.

Name: _____

Address _____

Tel : _____

E-mail (if any) : _____

Name of Account Holder _____

Branch of Bank & Place _____

A/c Number: _____

IFSC CODE No _____

MICR NO. _____

Enclosed cancel cheque/photo copy of Pass book

**Enclosed Demand Draft for
(a)Rs.500/- towards cost , and / or**

**(b) for Rs.3000/- as EMD along with this
Tender Form .**

(Tick / Strike out as applicable)

**ADM OFFICER
SAINIK SCHOOL GHORAKHAL**

Note: All pages are to be signed before dropping in tender box.