

**Reply to Pre-bid queries raised by the Bidders against NIT No- TPCODL /P/ 41/2020-21 ( House Keeping and other Technical Services)**

| Sl. No. | Referred Clauses   | Pre-Bid Queries   | TPCODL Response   |
|---------|--|---|---|
| 1       |  | In case of submission of EMD through RTGS/NEFT, should the hard copy of receipt sent to TPCODL ?  | Self attested xerox copy by authorised personal of BA to be Submitted   |
| 2       |  | Credential documents should be notarized or not   | Incase required, may be asked at later stage  |
| 3       |  | Required number of Graduate employees   | Numbers may be evaluated at your own  |
| 4       |  | Skill category of Graduate employees  | May be evaluated at your own  |
| 5       |  | Number of shifts in a day   | One   |
| 6       |  | Daily and Sunday/holiday workforce deployment   | Services to be provided on Sunday/Holiday at three to four locations since it operates 24X7   |
| 7       |  | Details of required cleaning equipment/machines   | Refer Annex II, clause1 - Housekeeping services - Regular Work  |
| 8       |  | Tea/Coffee, Milk, snacks etc. to be provided by TPCODL or not   | There are locations where Housekeeping boys will help in preparation /distribution of tea/Coffees. However separate contract will be awarded to successful bidder on the costing towards tea/coffee material etc. |
| 9       |  | Meaning of 'MRT' & 'E&MR' in 1.1 of Annexure - I  | These are name of offices -<br>MRT : Meter Reading Testing ,  |
| 10      |  | Price should include Wages and related components or not  | YES, all including but bifurcation can be submitted separately  |
| 11      |  | Price to be quoted including GST or without GST   | To be quoted as per formate given in schedule of quantity.  |
| 12      | 1.7.1. The bidder must have minimum 5 years' experience (Copy of certificate required) of providing Housekeeping Services in reputed organizations with a minimum single order value of 1.5 Cr. In any of the last three FY i.e. 2016-17, 2017-18 & 2018-19 (Purchase order/Customer order copy Required | Our company has gone through few changes since 2007 as part of the success story .Attached documents are self-explanatory . Innovsource Facilities Pvt Limited was incorporated on 28.2.2017 ( since last 3 years). It was earlier Global Innovsevice solutions private limited incorporated on 1.12.2014And Global Innovsource solutions private limited was part of Innovsource solutions private limited incorporated on 26.6.2007.We can produce orders in progress since 2016 for your reference , even orders in progress since last 7 + years. I feel I am a strong bidder and qualify for the bid kindly confirm. | YES   |
| 13      |  | Please tell us Scope of the Driver as its mentioned in unskilled category (Annexure -1)   | 12 hrs duty. Excluding Sunday/Holiday but to be available incase of requirement.<br>Should be in proper uniform We can consider in skilled and the same can be discussd during negotiation meet.                  |
| 14      |  | Is Pest control part of this activity ,if yes to propose the same we will require to area in sq. feet for us to be able to quote  | NO  |

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| 15      |  | Should leave and gratuity be considered as part of the salary in the costing or you will consider it separately.   | Leave to be included, gratuity to be claimed separately incase any of the employee working with you at our locations for more than five years |
| 16      |  | Tender document Point number 6.3.1 – water and electricity charges (0.5% and 1%) will be deducted from our bill not clear kindly clarify   | May kindly ignore   |
| 17      |  | BOQ column should have 3 years rates or 1 year rates.  | Rate should be for 1st year & escalation of rate over 1st year can be given for 2nd & 3rd Year  |
| 18      | The bids of technically qualified BAs will be evaluated commercially on the overall lowest cost against Conveyance, Uniform, Tool & Tackles, Cleaning Equip., Material, Pest Control & Management Fees for all 3 years for line item 1 – 13 [Annexure I] as calculated in Price Bid Format. TPCODL reserves right to split the order area wise among Bidders. Hence all bidders are advised to quote their most competitive rates against each line item | 2.0 evaluation criteria - need clarity ( Bid extract) how do we quote .  | Quote on full quantity. As mentioned TPCODL will take the final call at the time of split of order among the successful bidders               |
| 19      |  | Average distance between 2 offices will help us have better evaluation on conveyance cost as I assume technical team member will be allocated few offices in his clusters to manage which he will have to travel                                   | Approx distance between two offices ranges from 5 kms to 30 kms   |
| 20      |  | Any number of minimum visits by these electricians/plumbers/carpenters mandatory   | That can be decided at latter stage   |
| 21      | On Qualification criteria item SI No- 1.7.1. experience of providing Housekeeping Services in reputed organizations with a minimum single order value of 1.5 Cr. In any of the last three FY i.e. 2016-17, 2017-18 & 2018-19   | As it is very high amount for one single order in single financial Year<br>i) Can it be consider the amount for single order in more than one year( i.e three years) Or<br>ii) More than one order (i.e minimum 3 orders) in single financial Year | Not Acceptable  |
| 22      | On Qualification criteria item SI No- 1.7.1. , Experience certificate to be mentioned " Providing Housekeeping Services  | In some order it was mentioned - AMC of Operation & Maintenance watch & ward & Housekeeping services. Wheather this order will be considered or not  | Only housekeeping orders will be considered   |
| 23      | On Annex-II, SI No- 04, List of housekeeping materials to be provided by BA  | Only Item was mentioned, But quantity not mentioned. If quantity to be provided , it will better to prepare price bid.   | Quantity to be considered as per requirement based on experience of BA  |
| 24      |  | Five year experience (What kind of certificate being required).Is PO copy will be sufficient enough  | PO/certificate for existing company   |
| 25      |  | Is single Order of 1.3 Cr will be acceptable or not against 1.5Cr.aHowever turn over documents will be submitted   | Not Acceptable  |

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| 26      |  | Manpower strength of 150+ will be acceptable or not.Is only labour license sufficient for this  | Not Acceptable   |
| 27      |  | Who will provide the related HK Equipment's   | It is to be provided by BA   |
| 28      |  | Please provide address and Sqft Area of all locations   | NA   |
| 29      |  | Please clarify below mentioned annexures need to be filled with Tender Document or after award of work”   | To be submitted along with bid documents   |
| 30      | Annexure 1 (Refer Para 3.1), Page No 107, Business Associate Safety Management System Questionnaire  | Please clarify below mentioned annexures need to be filled with Tender Document or after award of work”   |  |
|         | Annexure 2 (Refer Para 3.2 and 5.8), Page No-112, Risk Assesment Form  |   |  |
|         | Annexure 4 (Refer Para 3.3), Page No-122, Safety Undertaking by way of Affidavit   |   |  |
| 31      | 1.7.1  | According to Point 1.7.1, we have two work orders from a single vendor at a single location i.e TCS Bhubaneswar and order amounting to Rs. 1,41,60,000 and 68,76,000 equal to above Rs. 2.00 Crore. Please Consider.  | May be acceptable  |
| 32      | 1.7.3,   | Accordingly to Point No. 1.7.3, we have 200 manpower in August. now it is Approx. 189+ only in F/y 18-19. Please consider.  | May be acceptable  |
| 33      | Annexure-I   | Please share the Location and area for Point 1.1, 1.2, 1.3, 1.4, 1.5, at Annexure I of Page Number 16. Please give detailed information   | Location details are available at Annexure I                                     |
| 34      |  | Driver Service should be on Skill Category instead of Unskilled, please modified accordingly  | We can consider in skilled and the same can be discussd during negotiation meet. |
| 35      | <b>1. As per 2.1 Price Variation Clause</b> The rates against housekeeping services at shall be revised on account of any revisions in minimum wages and statutory compliances as per the applicable category of workforce i. e. Graduate, Skilled, Semi-Skilled & Unskilled Category. Hence all bidders are advised to quote <b>only</b> for Conveyance, Uniform, Tool & Tackles, Cleaning Equip., Material & Management Fees for all 3 years which shall remain fixed for entire period. | Kindly clarify what are the components we will consider while quoting the unit price against each line items? Should we need to consider statutory components as well or only Conveyance, Uniform, Tool & Tackles, Cleaning Equip., Material & Management Fees? | All components to be included in costing. However bifurcation can be given       |
| 36      | Required location wise manpower details  |   | Already available in the annexure I  |
| 37      | Who will take ownership for dispose of garbage, if specific permission is required from govt authority, who will obtain permission.(page no 18) 1.2 ( E )  |   | It is in the scope of BA   |
| 38      | Who will bear the tool cost(page no 20) point 2.1?   |   | It is in the scope of BA   |

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| 39          | Kindly clarify, Whether the agency can hired a specialized cleaning agents for the cleaning of honeybee and high range cobweb ??   |                 | It is in the scope of BA, however things like honybee can be considered separately   |
| 40          | Clarify about machineries and Qty required to perform the job???   |                 | It is already given in the Annexure II - Scope of work. Quantity to be decided by BA |
| 41          | During Uploading of technical documents , if any problem we face, to whom we will contact with?  |                 | Mr Satya Mohanti , 9871234413  |
| <b>NB:-</b> | <b>It is Intimated to all participated bidders that their bids will be taken in to consideration for evaluation subject to confirmation towards online deposit of tender cost of Rs 5000/- to TPCODL</b> |                 |  |