



Tirumala Tirupati Devasthanams

HEALTH DEPARTMENT, TIRUPATI e-TENDER

**Tirumala Tirupati Devasthanams**

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DRAFT BID DOCUMENT**e-PROCUREMENT TENDER****NIT No. TTD-33021(47)/6/2026-HEALTH – TPT (PAT Package)****VOLUME – I**

NAME OF WORK	:	“Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package, TTD, Tirupati for a period of 36 months”.
NAME AND ADDRESS OF THE CONTRACTOR WHO DOWNLOADED THE BID DOCUMENTS	:	--

TIRUMALA TIRUPATI DEVASTHANAMS

MASTER INDEX

NAME OF WORK: “Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package in TTD, Tirupati for a period of 36 months”

TENDER DOCUMENT NIT NO: TTD-33021(47)/6/2026-HEALTH – TPT (PAT Package)

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NOTICE INVITING TENDER **(NIT)**

TIRUMALA TIRUPATI DEVASTHANAMS, TIRUPATI**HEALTH DEPARTMENT**

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E-PROCUREMENT TENDER

1	Department Name	: TTD – Health Department, Tirupati
2	Circle	: O/o Additional Health Officer, TTD, Tirupati
3	Tender Notice No.	: -
4	NIT No	: TD-33021(47)/6/2026-HEALTH – TPT (PAT Package)
5	Name of Work	: “Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package in TTD, Tirupati for a period of 36 months.
6	ECV	: OPEN TENDER
7	Period of Completion	: 36 (Thirty Six) Months
8	Form of Contract	: Lump Sum (L.S)
9	Class of Contractor eligible for tendering	Contractor / Agencies with relevant proven experience in same field. 1) GENERAL REQUIREMENTS: <u>The Contractor / Contractor/ Agency shall furnish ESI & EPF Registration and also Labour Registration from the competent authority and other requisite documents.</u> 2) EXPERIENCE CRITERIA: The Contractor should satisfy the following. a) The Contractor/ Agency should have carried out sanitation & housekeeping in Temples/ Rest houses / Guest houses / offices / Educational Institutions / Hostels / Hotels / Hospitals in Government / Public Sector / any reputed organizations / Institutes in India in any one year during the last five financial years i.e., 2021-22 to 2025-2026. b) The Contractor/ Agency should have deployed at least 300 No's of un-skilled & Skilled workers (contractual / outsourced workers) per day in annual contracts related to the housekeeping / sanitation maintenance works for Rest house / offices / Educational Institutions / Temples / Hostels / Hotels / Hospitals or combination, (Filed

		ESIC / PF Challans / Salary slips). 3) FINANCIAL CRITERIA: The Contractor/ Agency shall submit relevant documents to meet the 'Financial criteria' of having "<u>Annual turnover not less than Rs.8.00 Crores(Rupees Eight crores only)</u>" in Sanitation and housekeeping services in any one year during last Five financial years i.e. 2020-21 to 2024-2025. 4) Even though the bidders meet the above Qualification Criteria, the bidders who have rendered/rendering services in TTD, Health Department, they are liable to be disqualified if they fail to produce the "SATISFACTORY / PERFORMANCE CERTIFICATE" issued by the Health Dept., TTD regarding record of poor performance such as abandoning the works, not properly completing or financial failures etc., in any year preceding 5 (five) financial years (2021-2022 to 2025-2026)". 5) Shall have satisfactorily completed similar works costing not less than Rs.8.00 Crores per year in the last five financial years in maintenance of sanitation and housekeeping services in Educational Institutions / Temples / Hostels / Hotels / Hospitals in Government / Public Sector / any reputed Food processing organizations anywhere in India. 6) The Tenderer should have liquid assets and/or credit facilities of <u>not less than Rs. 4.00 Crores</u> (credit facility / letter of credits / solvency certificates from Nationalized Banks or any scheduled commercial bank etc.,). The solvency certificate should not older than 3 Months from the date of tender notification and should have the validity sufficiently beyond the date of tender. 7) Tenderers should have the following 3 major ISO certifications along with latest Audit surveillance report to participate in tenders i.e., a) ISO 9001:2015 Certification, b) ISO 45001:2018 Certification c) ISO 14001:2015 Certification. Bids, which do not fulfill the Eligibility Criteria, will not be considered.
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10	Tender Type	: e-Open (QCBS Method)
11	Bid Call (Nos.)	: 1st Call
12	Type of Quotation	: Open Lump Sum
13	Transaction Fee	: All the participating bidders shall pay a transaction fee (non-refundable) on- line (non-refundable) (Generated Online) in favour M/S APTS, Vijayawada. It is mandatory for the bidders to pay the transaction fee through the Electronic payment Gateway.
14	EMD / Bid Security (INR)	Rs.23,00,000/- (Rupees twenty three lakhs only) (drawn on/or After Tender date: 13.07.2026) The Tenderer shall furnish, Earnest Money Deposit of ₹23,00,000/- at the time of tender (Para 7.0 of GO Ms. No 36) either in the form of BG/On line payment. The BG / Online payment receipt shall be from a Scheduled Commercial Bank valid for a period of 6 months (six months in case of BG) photo copy of the BG / Online payment receipt is to be scanned and uploaded along with the Bid and as per the G.O.Ms 174, I&CAD (PW Reforms) Department dated 01-09-2008 , that the successful bidder found defaulting in submission of hard copies of uploaded certificates / documents, original BG / Online payment receipt towards EMD with in the stipulated time i.e. before concluding the agreement or if any variation is noticed between the uploaded documents and the hard copies submitted by the successful bidder, the successful bidder will be suspended from participating in tenders on e-Procurement platform for a period of three years. The successful bidder has to pay the further EMD @ 2.5% of ECV / TCV minus (-) EMD already paid during tendering at the time of conclusion of the agreement in the shape of Bank Guarantee (as per the proforma enclosed in this tender document) valid for the entire contract period plus a Defect Liability Period of six (06) months and an additional Twenty Eight (28) days (additional 01 month for processing of the agreement) drawn in favour of the Executive Officer, TTD, Tirupati. (Name of Account holder: Executive Officer, TTD, EMD Account No.630901062005, ICICI BANK, IFSC Code: ICIC0006309 (Online payments to any other Account / EMD paid through Demand draft / other mode of payment will be summarily rejected). The banker should be informed that the Bank Guarantee should not be liquidated without official consent in writing of the TTD. The bidders shall furnish a declaration online

		stating that the soft copies uploaded by them are all genuine. Any incorrectness/deviation noticed will be viewed seriously and apart from cancelling of the Tender and forfeiting the EMD & criminal action will be initiated including suspension from participating in the tenders / blacklisting etc.,
15	Bid Document Downloading Start Date	: 13/07/2026 @ 11.00 AM
16	Bid Document Downloading End Date	: 29/07/2026 @ 10.00 AM
17	a) Last Date & Time for Receipt of Bids	: 29/07/2026 @ 10.30 AM
	b) Pre-Bid Meeting	: 20/07/2026 @ 11.00 AM
18	a) PQ Stage Date & Time	: 29/07/2026 @ 11.00 AM
	b) EMD in Original Submission	: Online Payment / BG
	Commercial Stage Date & Time	: 31/07/2026 @ 11.00 AM
19	Bid Validity Period	: 180 Days (6 months)
20	Tender inviting authority i.e., Officer inviting bids and opening the bids	: Addl. Health Officer, TTD, Tirupati
21	Bid opening authority and address	: Addl. Health Officer, O/o the Health Department, TTD, Tirupati
22	Contact Details	: 0877-2264386/ 9866235432
23	E- Mail ID	: ahottdtpt@gmail.com
24	Procedure for bid submission	: As per Notice Inviting Tender
25	General Terms & Conditions / Eligibility criteria	: As per Tender Document
26	Tender can be down loaded	: https://tender.apecurement.gov.in
27	Tender Documents (in zip format)	: Tender Doc.zip
28	Procedure for Bid submission	a) Tender schedule can be downloaded from the web site: https://tender.apecurement.gov.in b) Intending bidders can contact O/o The Additional Health Officer, TTD, Tirupati, for any clarification,

		information on any working day during working hours. c) The bidders who are desirous of participating in e-procurement shall submit their bids as per the standard formats available at the e-procurement platform. d) All bidders shall fill out the pre-qualification checklist in the templates and sign on the self-declaration form stating their compliance with all the technical and financial pre-qualification criteria. EMD for Rs.23,00,000/- (Rupees twenty three lakhs only) (drawn on/or After Tender date :13.07.2026) (EMD shall be Mandatorily paid in the shape of BG (valid for 6 months) / online payment / e-challan made in favour of Executive Officer, TTD, Tirupati and payable at Tirupati. (Name of Account holder: EO, TTD - EMD, TTD EMD Account No.630901062005, ICICI BANK, IFSC Code: ICIC0006309. (Online payments to any other accounts & EMD paid through Demand draft / other mode of payment will be summarily rejected. The EMD paid through NEFT / RTGS mode or through Demand Draft will be summarily rejected. e) All bidders shall upload all supporting documents in the e-Procurement portal validating their declarations under the technical and commercial pre-qualification criteria laid down in the checklist. f) The bidders shall quote their initial price offer at the prescribed field / place provided in the e-market place within the prescribed period. g) The bidder shall sign on all the documents uploaded by him along with the self-declaration for fulfilling pre-qualification criteria set by the Department (on the check list) owning responsibility for their correctness / authenticity and upload along with Tender. h) The system shall carry initially the evaluation based on the information furnished in the given templates with regard to both technical and commercial pre-qualification criteria and the declaration up loaded by the bidder. i) The Department shall carry out the technical bid evaluation solely based on the uploaded certificates / documents, online payment towards EMD in the e-procurement system and open the price bids of so
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		received. j) The price bids will be opened on the fixed date and time. k) Successful bidder shall furnish the original hard copies of all the documents / certificates / statements, online payment receipt / uploaded by him before concluding agreement and stipulated time. l) If the successful bidder fails to submit the original hard copies of uploaded certificates / documents, Online payment receipt / towards EMD within the stipulated time or if any variation is noticed between the uploaded documents and the hard copies submitted by the bidder, the bidder will be suspended from participating in the tenders on e-procurement platform for a period of 3 years as per G.O.Ms. No. 174, Dated 01.09.2008. If any of the documents furnished by the bidder are found to be false / fabricated / bogus, at any time during contract period, the contract will be terminated and agency will be black listed and the EMD will be forfeited. m) e- Procurement corpus fund: The successful bidder shall pay 0.04% of estimate contract value towards e-procurement corpus fund in the shape of demand draft in favour of Managing Director, Andhra Pradesh Technology Services, Vijayawada on or before concluding the agreement. n) The Tenderers are requested to quote their best competitive rate as there is no negotiation further.
30	Terms & conditions: I. General	a) Transaction fee: All the participating bidders shall pay the transaction fee (non-refundable) online (non-refundable) (Generated Online) in favour M/S APTS, Vijayawada. b) Any other condition regarding receipt of tenders in conventional method appearing in the tender documents may please be treated as not applicable. c) "The bidder shall authenticate the bid with his digital certificate for submitting the bid electronically on e-procurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the e- procurement platform." (G.O.Ms.No.6, dated 28/02/2005 of IT & C Dept., Govt. of AP) and as per G.O.Ms.No.67, WR (Reforms) Dept., Dt:16.08.2019.

		d) As per the G.O.Ms 174, I&CAD (PW-Reforms) Department dated 01-09-2008, that the successful bidder found defaulting in submission of hard copies of uploaded certificates / documents, original DD / BG / Online payment towards EMD within the stipulated time i.e. before concluding the agreement or if any variation is noticed between the uploaded documents and the hard copies submitted by the successful bidder, the successful bidder will be suspended from participating in tenders on e-Procurement platform for a period of three years. e) Tender amount to be quoted should be excluding GST. f) Single Tender received in 1st Call is liable for Cancellation. g) The successful bidder has to pay the further EMD @ 2.5% of ECV / TCV minus (-) EMD already paid during tendering at the time of conclusion of the agreement in the shape of Bank Guarantee (as per the Proforma enclosed in this tender document) valid for the entire contract period plus a Defect Liability Period of six (06) months and an additional Twenty Eight (28) days (additional 01 month for processing of the agreement) drawn in favour of the Executive Officer, TTD, Tirupati. h) (i) The successful tenderer has to respond to Letter of Acceptance within 15 days from the receipt of LOA by submitting all the uploaded documents, attested copies of uploaded documents, BG/ Online Payment / Challan Receipt for EMD, BG for Total EMD & ASD, Online payment for APTS and other documents, Rs.100/- bond papers and required number of empty papers for concluding agreement which will also be informed in LOA. (ii) The successful tenderer has to attend the O/o. Additional Health Officer, TTD, Tirupati, within a period of Fifteen (15) days from the date of receiving the LOA and other papers communicated in (8)(i) above, to append his signature on the Draft Agreement prepared. On failure to do so his tender will be cancelled without issuing any further notice and action will be initiated for black listing the tenderer. i) If the lowest bidder backs out at the time of agreement, penalty of forfeiture of EMD will be imposed besides
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		blacklisting the Bidder to participate in tenders for one year with all the Departments in A.P in respect of conventional tenders also vide G.O.Ms.No. 259 of T, R&B (R.V) dept., dt. 6.9.2008. j) The details and certificates are to be furnished as per the Proforma available in the tender schedules in proof of Qualification Criteria. The details of works not furnished in the relevant formats shall not be taken in to consideration for evaluation, though uploaded along with bid. k) The Contractor should have the key and critical equipment (either owned or leased) as mentioned in the Bid Document. l) If required, the Contractors shall submit a written Power of Attorney duly registered authorizing the signatory of the Bid to sign for the Contractor
	II. Special conditions:	a) The Scope of Work shown above is only indicative and detailed scope has been described in the Bid Document. b) The period of contract work of Sanitation & housekeeping is thirty six (36) months. c) Submission of Bid Document will not automatically construe the eligibility of the Contractor(s) for participation in the subsequent Bidding process and will be determined during evaluation. d) The TTD reserves the right to accept or reject any or all the Bids without assigning any reason whatsoever. e) The dates stipulated in the NIT are Contractor/ Agency and under no circumstances they will be relaxed unless officially extended / notified. f) The Contractors shall submit their Bids online only. Any sort of difficulties or the problems in the internet, web site in submission of tenders, the TTD is not responsible. g) The Contractor shall submit a copy of valid GST registration certificate issued by the registration authority. h) The Contractor shall submit copy of PAN card and copy of latest Income Tax returns submitted to IT

		Department along with proof of submission. i) Any other condition regarding receipt of Bids in conventional method appearing in the Bid documents may please be treated as not applicable. j) The Contractors should invariably upload the scanned copies of Bid Security and experience certificates and other relevant documents duly signed by them. k) The successful tenderer has to pay further EMD @ 2.5 % of Tender Contract Value (including wages component value), less the EMD already paid at the time of tender by Bank Guarantee / Demand Draft from any Scheduled bank drawn in favor of E.O., TTD, Tirupati at the time of concluding the agreement. The BG shall be in favour of the Executive Officer, TTD, Tirupati and payable at Tirupati. The successful tenderer has also to pay an Additional Security Deposit @ 2.5% of the contract value (including wages component value) over and above EMD in the form of Bank Guarantee, drawn in favor of Executive Officer, TTD, from any Scheduled bank approved by TTD and shall be valid for the entire contract period plus a Defect Liability Period of six (06) months and an additional Twenty Eight (28) days (additional 01 month for processing of the agreement). l) Bids shall be valid for a period of 180 days from the last date of submission of Bids. Before expiry of validity, the authority who called for the Contractor, shall seek for further extension of validity from the Contractors and in case the validity is not extended by any Contractor, his Bid shall not be considered after such expiry and his Bid Security shall be returned. m) The department shall retain, from each payment due to the contractor @ the rate of 5% on monthly bill amount until completion of the Works. n) The retention amount of 5% will be released, when the Defects Liability Period has passed and the Officer-in-Charge has certified that all the Defects notified to the Contractor before the end of contract period have been rectified. o) On completion of the whole works, the Contractor may substitute retention money with an “on demand” Bank Guarantee.
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		p) All necessary permissions / clearances / approvals from various departments in TTD / Govt are to be processed and obtained by the Contractor only at his own cost. As a user agency, the TTD will cooperate in processing the proposals in respect of the above. q) In case of discrepancy between the Price Bid quoted online and in supporting documents uploaded, the Price Bid quoted in the template provided online only would be considered for evaluation. r) Bid Price should be quoted online in the specified template. s) Experience relating to the works executed in sanitation & housekeeping services in Institutions / Temples/ Hostels / Hotels / Hospitals in Government / Public Sector / any reputed Food establishments anywhere in India shall only be considered. t) In case of Projects executed in Government departments / Government undertakings, the experience certificates should be certified by the Executive Engineer or equivalent cadre and counter signed by the Superintending Engineer or equivalent cadre and copies may be uploaded along with tender duly self-attested. u) Further, the TTD reserves the right to undertake a verification of the experience so stated through engaging the services of a professional agency, and if any discrepancies are noticed in the information provided by the contractor regarding previous relevant experience, the said contractor shall be disqualified duly forfeiting EMD and value of work done and shall be liable to pay damages as determined by the TTD. Further, the contractor shall be blacklisted. v) The Contractor is subjected to be disqualified and liable for blacklisting and forfeiture of Bid Security, if found to have misled or furnished false / fabricated / bogus information in the documents submitted in proof of qualification requirement. w) Even during execution of the work, if found that the Contractor had produced false / fake certificates of experience, he will be liable for blacklisting and the contract will be liable for termination duly forfeiting
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		EMD and all the amounts due to him. x) The TTD reserves the right to relax the conditions if required for eligibility of the contractor in the public interest. The contractor(s) shall not have any right to question the decision taken by the TTD in this regard. y) Biometric attendance with face recognition technology duly keeping sufficient no. of machines of warden security system or equivalent make as approved by T.T.D, at different locations (with net connectivity) is mandatory for the deployment of workers mentioned in Annexure – I including supervisory staff. The attendance will be calculated based on the biometric attendance only. The Health department Supervisory staff will take attendance for counting & enforcement of Manpower deployment. Facial attendance machines to be provided by the agency. However, necessary net connectivity / calibration will be provided by TTD. z) The Contractor has to make necessary arrangements for the conveyance of materials like machinery, vehicles etc., from source to work location as directed by the officer in-charge. Deployment of machines at different locations is the responsibility of the bidder. The tenderer has to quote their rates accordingly. aa) The tenderer shall ensure all supervisory staff engaged in their Contractor/ Agency must possess mobile phones for taking GPS Photos of sanitation activities from time to time.
	III. Legal conditions:	a) If there are any violations of terms and conditions of the tender document / agreement, the agreement is liable to be cancelled; consequently the EMD and Security Deposit shall be forfeited. b) In the event of any violations of the terms and conditions of the tender document / agreement, particularly in carrying out the work to the satisfaction of TTD and to meet the contingency, any expenditure is incurred / spent by TTD under the Risk & Cost Operation, the contractor is liable to pay the same with interest and TTD is also liable to claim damages from the contractor. c) There is no employer and employee relationship between TTD and the workers of the Contractor and the workers of the contractor shall not claim any rights whatsoever from TTD.

		d) In the event of any disputes between the contractor and their workers in whatsoever manner in respect of the subject MOU / Agreement, the Contractor shall alone responsible to settle the same and the TTD shall not entertain any claims whatsoever in this regard. e) The Contractor is hereby undertaking that its workers shall not indulge in any unlawful, un to do criminal activities at the work place and in the event of any such incidents, TTD shall reserve the right to take appropriate civil and criminal action against the concerned and consequently the Agreement shall also be liable for cancellation apart from forfeiture of EMD and Security Deposit. f) TTD shall not provide any type of accommodation to the workers of the contractor at the work place. g) That in the event of failure of performance of the contractor in terms of the Agreement and there by the TTD sustain loss / damage towards the risk operation, the contractor shall liable to pay such damages with interest @ 12% P.A. h) That in the event of inaction, gross negligence, and mollified intention of the contractor and its workers, and if the contractor grossly violated the terms and conditions and the work done by the contractor is not satisfactory to the TTD in accordance with agreement and thereby TTD sustained any loss to meet the immediate contingency, the contractor is liable to pay the same. i) In case of a dispute / difference arising between the TTD and the contractor relating to any matter arising out of or connected with this Agreement, such dispute shall be referred to the Sole Arbitrator appointed by TTD and the Arbitration Proceedings shall be conducted as per the procedure prescribed under Arbitration and Conciliation Act, 1996 in English language and the seat of Arbitration shall be at Tirupati. j) If there is any other cause of action apart from the redressal of the issue in accordance with the Arbitration Clause of the Agreement, the Courts at Tirupati and A.P. High Court shall alone have jurisdiction.
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NOTICE INVITING TENDER DOMESTIC COMPETITIVE BIDDING

(To be published in website)

NAME OF WORK: “Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package in TTD, Tirupati for a period of 36 months.”.

NIT No: TTD-33021(47)/6/2026-HEALTH – TPT (PAT Package)

1.0) BRIEF SCOPE OF WORK:

- 1.1) Cleaning, collection & segregation of waste at source i.e., from buildings, washrooms, building surrounding areas, inclusive of parking spaces and open areas, adjacent internal roads / approach roads if any.
- 1.2) Cleaning of Public Toilets and maintenance with appropriate chemicals & usage of machinery whenever deep cleaning to keep neat & tidy.
- 1.3) Sweeping & collection of garbage at allocated main roads, internal roads time to time.
- 1.4) Maintenance of Queue-lines, Dining Halls, porticos, varandas, Ramps including doors, windows, ventilators and cleaning cobwebs etc., by using appropriate chemicals and sufficient conservancy items.
- 1.5) Should perform Deep cleaning / Mass cleaning as per **Schedule** and **SOPs**.
- 1.6) Cleaning of floors by using required materials (mentioned at Annexure-VIII) with necessary manpower.
- 1.7) Removal of drain blocks, disinfecting the toilets using appropriate chemicals, disinfectants, deodorants and insecticides etc.,
- 1.8) **Utilization of Mini Sweeping Machine (as mentioned in annexure- VII) for cleaning of all internal Roads:**
- 1.9) All above clause items shall be provided by the Tenderer at their expenses/cost.

2.0) SALIENT FEATURES OF TENDER DOCUMENT:

NAME OF WORK: “Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package in TTD, Tirupati for a period of 36 months.”

PAT areas: i.e., Srinivasa Kalyanamanapams, Padmavathi Kalyanamanapam, PAC (Old) Padmavathi kalyanamandapam TCNR/ Kalyana Katta Tholappa Gardens, Anna Prasadam Complex, Dy.E.O Office Building, T.T.D Dispensary, Sri PAT Temple (In and out side), Sri PAT sub Temples (in and Out side), Sri

Venugopal temple, Sundarraj swamy temple, Ayana mahal ,Yagasala, Krishan Swamy Temple,Surya Narayana Temple , Srinivasa Temple etc., Surya Narayana Temple, S.V.Temple, Asthana mandapam including cellar, Laddu Counter, Sri Prasanna Venkateswara swamy Temple, Appalayagunta (inside, outside, Anjaneya Swamy Temple an Public Toilets and mada streets, Kalayana mandapams, Kalyanakatta, PAT Pushkarini, Tiruchanur Public Roads (1. Temple surrounding 2. Sannidhi street 3.Thollappa gardens 6.Gantasala statue) etc., Gram Panchayat Public Toilets & Bath Rooms, Tiruchanoor, Friday Gardens, Govinda Raja Nagar Quarters and segregation of garbage.

GT areas:- i.e., E.O Bungalow, Addl.E.O Bungalow, J.E.O(H&E) Bungalow, C.V & S.O Bungalow, SVETA Building, HDPP, Employees Dispensary (Biragi patedda), Recording Project, S.V.Goshala, S.V.Museum, Old Huzur Office, Jewellery Section, P.H.Stores, Matam Anjaneya Swamy Temple, G.T Temple Sub Temple (in and out), Sri Lakshmi Narayana Swamy Temple, Eduru Anjaneya swamy temple, wood teru TTD publication stall, GT Mada Streets, G.T. Potu, Dy.E.O.Office, Archakas Building, SKVST Temple and sub temples (in and out), Mada Streets, Parking areas, Public toilets, Dy.E.O Office and connected areas, Dy.E.O Office and connected areas, Temple Pushkarini, Kalyanakatta and Public Toilets, Parveti Mandapam Road, Vakulamatha temple, Pathakalva, Sri Kodandarama swamy temple, Chandragiri, GT Potu, GT Pushkarani, G.T parking area / Public Toilets, open area and Surroundings, Sri Devi Complex, Purandaradas Complex, S.V H.S Shopping complex & Ground, E.O Bungalow front main Road, Professors Quarters, Sub way RTC Bus Stand and segregation of garbage **for a period of 36 months** including supply of all man power, machinery and materials as per requirement approved by the department as per schedules and SOPs fixed by the department. The rate is inclusive of all incidental charges, taxes on the material used and (excluding GST).

Last Date for receipt of Tenderer's Queries **20 / 07 /2026**

Date &Time of Pre-Bid Meeting: **at 11.00 AM 20/ 07 /2026**

Venue of Pre-Bid Meeting: O/o The Additional Health Officer, TTD, Tirupati,
A.P- 517501

Mail ID: ahottdtpt@gmail.com

3.0) **PRE-QUALIFICATION CRITERIA :**

- Tenders are invited for the subject work. The intending bidders can quote as per the eligibility criteria prescribed.
- **The technical evaluation will be made purely on the basis of the supporting documents uploaded / furnished by the bidders and EMD amount paid, with reference to the eligibility prescribed.**
- Bidders who have rendered their service in TTD must submit the latest satisfactory certificate received from the concerned TTD Officials without fail.
- Upon failure to meet the relevant eligibility criteria, the bid will be disqualified.

3.1) **Experience Criteria:** The Contractor should satisfy the following.

- 3.1.1) The Contractor/ Agency should have carried out FMS activities including sanitation in Rest houses/ Guest houses / offices / Educational Institutions i.e., Schools, colleges / Temples / Hostels / Hotel / Hospital in Government / Public Sector / any reputed organizations / Institutes in India in any one year during the last five financial years i.e., 2021-22 to 2025-2026.
- 3.1.2) The Contractor/ Agency should have deployed at least 300 No's of un-skilled workers (contractual / outsourced workers) per day in annual contracts related to the housekeeping / sanitation maintenance works for Rest house / offices / Educational Institutions such as schools, colleges / Temples / Hostels / Hotel / Hospital or combination, (Filed ESIC / PF Challans / Salary slips).
- 3.1.3) **FINANCIAL CRITERIA:** Shall submit relevant documents to meet the 'Financial criteria' of having "Annual turnover not less than **Rs. 8.00 Crores** in Sanitation & Housekeeping services / FMS related works in any one year during last Five financial years i.e. 2020-21 to 2024-25.
- 3.1.4) Even though the bidders meet the above Qualification Criteria, the bidders who have rendered/rendering services in TTD, Health Department, they are liable to be disqualified if they fail to produce the "SATISFACTORY / PERFORMANCE CERTIFICATE" issued by the Health Dept., TTD regarding record of poor performance such as abandoning the works, not properly completing or financial failures etc., in any year preceding 5 (five) financial years (2021-2022 to 2025-

2026)".

- 3.1.5) Shall have satisfactorily completed similar works in any Temples/ Rest houses/ Guest houses / offices / Educational Institutions/ Hostels / Hotel / Hospital in Government / Public Sector / any reputed organizations / Institutes in India during the last 5 years.
- 3.1.6) ***The Tenderer should have liquid assets credit facilities of not less than Rs. 4.00 Crores (credit facility / letter of credits / solvency certificates from Nationalized Banks or any scheduled commercial bank etc.). The solvency certificate should not be older than 3 months from the date of bid submission and should have the validity sufficiently beyond the date of tender.***
- 3.1.7) Tenderers should have the following 3 major ISO certifications along with latest Audit Reports to participate in tenders i.e.,
- a) **ISO 9001:2015 Certification:** The international standard that specifies requirements for a Quality management System (QMS) for a minimum period of 5 Years.
 - b) **ISO 45001:2018 Certification:** An organization that has met the requirements of the international standard for occupational health and safety (OH&S) management systems.
 - c) **ISO 14001:2015 Certification:** Environmentally Management system for companies and organizations of any type that require practical tools to manage their Environment responsibilities.

(Note: ISO certifications should have been regularly renewed and The Tenderer should submit the latest Surveillance audit report).

Bids, which do not fulfill the Eligibility Criteria, will not be considered.

3.2) Technical Evaluation: Tenders are invited on the basis of QCBS method

Technical evaluation Criteria with marking system

	Criteria	Marks Matrix	Documentary Evidence	Max Marks
1	Total Years of Experience in the field of Housekeeping and Facility Management Services	• 5 –7 yrs: 5 marks • >7 -9 yrs: 10 marks • >9 yrs: 15 marks	Certificate of Incorporation + First FMS / Sanitation & Housekeeping services related Work Order (showing start date)	15
2	Value of similar works in any one year during the past five (5) year in similar services.	• Up to 8 Cr: 5 marks • 8 – 12 Cr: 10 marks • >12 Cr: 15 marks	Work Order + Completion Certificate or Payment Proof (clearly showing value & year)	15
3	The Tenderer should have Average Annual Turnover during the last five financial years	• Upto 8 Cr: 5 marks • 8 - 12 Cr: 10 marks • >12 Cr: 15 marks	Audited P&L Statement or ITR (past 5 years) signed by CA	15
4	Total Mandays supplied per day (FTE/Contractual) across all active contracts (with PF/ESI)	• Upto 300 : 5 marks • 300 - 600: 10 marks • >600: 10 marks	PF/ESIC Summary + Contract wise Work Orders/Payment invoices depicting active deployment through clear mention of # of Mandays	10
5	ISO Certifications	6 marks for mandatory 3 certifications (ISO 9001+45001+14001) Bonus 1 mark per additional certification from following list – 1. ISO 41001:2018 - Facility Management System 2. SA 8000 - Social Accountability 3. ISO 22301:2019 - Business Continuity Management 4. ISO 30414:2018 - Human Capital Reporting 5. ISO/IEC 20000-1:2018 - IT Service Management 6. ISO 27001:2022 Information Security Management System with valid (within last 12 months) audit report from	Valid ISO Certificates (within last 12 months) + Latest Surveillance Audit Report for first 3 mandatory certifications is compulsory and additional certifications to be renewed at least once.	12

		accredited body only if applicable.		
6	Rewards & Recognition	Following recognitions achieved either by private or govt organisations or TTD (minimum 2 from different institutions)- Appreciation letters, commendations, formal certificate of excellence, Best vendor award, or average rating >90% in TTD-issued MAPI/performance : 3 marks	Minimum 2Nos of Signed Letters of Appreciation / Award Certificate from two different user Departments	3
7	Presence in central or state Government/PSU/autonomous bodies	2M for presence in each state (Max 10M)	Work Completion Certificates (State-wise)	10
8	Digital platform	Walkthrough Video demonstrating below features will attract marks as per below - Attendance monitoring Dashboard/software: 2 marks - Digital Duty Allocation / Shift Planner: 2 marks - Mobile App (worker + supervisor interface): 2 marks - MIS Dashboard with KPI tracking (uptime, absenteeism): 2 marks - Software Integration with PF/ESI or payroll for compliance: 2 marks	Walkthrough Video file or youtube video link + User credentials for demo or pre-recorded walkthrough (during presentation)	10
9	Training plan & Methodology	- Structured Training Plan for On boarding & Peak Season (Documented SOP/training calendar): 5 mark - In-house trainers or certified training partner (contracts/agreements/certifications): 5 mark	1)SOP docs 2)Trainer profiles 3)Sample handbook in Telugu 4)SOP templates 5)Org chart or escalation flow	10
Total				100

NOTE: Minimum marks to be scored for technical qualification shall be 50% marks

Minimum Marks for Technical Qualification

A bidder must secure 50 marks out of total 100 marks in the Technical Evaluation to qualify for the technical weightage and will be eligible for the opening of financial bids.

The marks obtained in the Technical Bid will account for 40% of the total weightage, while the Financial Bid will account for 60% of the total weightage, making the complete bidding evaluation a total of 100%.

TECHNICAL SCORE =

$$\frac{\text{Technical Marks Obtained by the bidder} \times 100}{\text{Highest Technical Marks (Score Among All Bidders)}}$$

The technical evaluation will assign 40% weightage to the technical bids.

(Adjust to two decimal points)

3.3 Financial Bid Evaluation :

The financial evaluation will assign 60% weightage to the financial bids.

(Adjust to two decimal points)

FINANCIAL SCORE =

$$\frac{\text{Financial Quote of Lowest Bidder}}{\text{Financial Quote of Bidder under consideration}} \times 100$$

- Evaluation of financial score will be based on the amount Quoted for Schedule -B. Schedule-A will not be considered for evaluation of financial score.

Determination of Successful Bidder :

THE COMPOSITE SCORE SHALL BE COMPUTED AS FOLLOWS:

$$\text{COMPOSITE SCORE} = \text{TECHNICAL SCORE} \times 0.40 + \text{FINANCIAL SCORE} \times 0.60$$

(Adjust to two decimal points)

The bidder with the **highest composite score will be declared as the successful bidder**. In case of tie in the highest composite score of multiple bidders, the bidder with higher technical score will be declared as the successful bidder.

The bidder must submit self-attested copies of all relevant documents to support their bid, in addition to any other documentary evidence required for technical evaluation.

Once the technical evaluation is completed, the TTD will notify the details of any bidders whose tenders are considered non-responsive or not qualified on the AP e. Procurement Portal. It will also be indicated that their price bid will not be opened.

The selection of Contractors will be entirely at the discretion of the TTD. Contractors will be deemed to have understood and agreed that no explanation or justification on any aspect of the Tendering Process or selection will be given.

Documents required to be uploaded by the Bidders:

Sl.No	Document	Remarks
Contractor/ Agency / agency Registration & Basic Information		
1	Brief description of the company / organization / agency including its structure and the No. of employees	Yes / No
2	Name and complete address of the organization including branches if any.	Yes / No
3	Status of the organization: Proprietor / partnership / Regd. Company	Yes / No
4	Scanned copy of uploaded Online payment receipt towards EMD	Yes / No
5	Experience certificates - Work Order + Completion Certificate or Payment Proof (clearly showing value & year) for the value of single largest annual contract in similar works	Yes / No
6	Organization / Company / Agency Bankers and their Addresses.	Yes / No
7	The bidders should enclose all the relevant documents mentioned as Documentary evidence in the Evaluation criteria (i.e., in 3.2)	Yes / No
8	Attested copies of Contractor/ Agency / Agency Registration Certificate, recent IT Assessment Order, PAN, GST Registration Certificate, PF and ESI Registration certificates.	Yes / No
9	Copy of the valid ISO certificates issued by the Authorized Agency: date of issuing &	Yes / No

	renewal copies till date along with Latest surveillance Audit report only if applicable.	
10	Self-Attested copies of Income Tax Returns and Annual Turnover Statement issued by C.A. with signature and stamp for the last 5(Five) years 2020-2021 to 2024-2025 duly enclosing UDIN details.	Yes / No
11	Attested copies of Registration Certificate and License from the licensing officer under Contract Labour (Regulation and Abolition) Act, 1970 to carry out FMS/ Sanitation activity as described earlier	Yes / No
12	List of equipment along with manufacturer details and number of units that will be deployed for this work, machines detailed in Form – C	Yes / No
13	List of full-time key-employees with qualifications, experience (only senior & middle management) and the number of years of service in the organization.	Yes / No
14	The Agency should produce documentary evidence from the competent authority for having paid EPF and ESI for not less than 300 (three Hundred) persons (ECR enrolled)	Yes / No
15	Declaration as detailed in Form-G.	Yes / No

4.0) SUBMISSION OF BID:

The tenderer shall invariably ensure that the scanned copies of the required documents as per qualification criteria are Uploaded (furnished in the online).

5.0) EARNEST MONEY DEPOSIT/ Bid Security:

5.1) EMD Amount of **Rs.23,00,000/- (Rupees Twenty three lakhs only) drawn on/or After Tender date: 13.07.2026** (EMD shall be Mandatorily paid in the shape of BG (Valid for 6 months) / online payment / e-challan made in favour of Executive Officer, TTD, Tirupati and payable at Tirupati. **(Name of Account holder: EO, TTD - EMD, TTD EMD Account No.630901062005, ICICI BANK, IFSC Code: ICIC0006309.** (Online payments to any other Account / EMD paid through Demand draft other mode of payment will be summarily rejected).

5.2) As per G.O.Ms. No 174, I & CAO (PW-Reforms) Department dt.01.09.2008, that the successful bidder found defaulting in submission of hard copies of uploaded certificates / documents, original DD towards EMD within the stipulated time i.e., before concluding the agreement or if any variation is noted between the uploaded documents and hard copies submitted by the successful bidder, the successful bidder will be suspended from participating in tenders on e-procurement plat form for a

period of 3 years. If any of the certificates, documents, etc., furnished by the tenderer are found to be false / fabricated / bogus, the successful bidder will be suspended from participating in tenders on e-procurement platform for a period of three years.

- 5.3)** If the original EMD is by BG/ online payment / e-challan then the successful tenderer has to pay further EMD at the rate of 2.5 % of Tender Contract Value (including the wages component value), less the EMD already paid at the time of tender, by BG from any Scheduled bank drawn in favour of E.O., TTD, Tirupati at the time of concluding the agreement. However, in all the cases original EMD at the time of tender by Online Payment shall be submitted for verification and the same will be returned only after satisfactory submission of FULL EMD. The BG shall be valid for the entire contract period plus a Defect Liability Period of six (06) months and an additional Twenty Eight (28) days (additional 01 month for processing of the agreement) drawn in favour of the Executive Officer, TTD, Tirupati. The B.G's shall be in favour of the Executive Officer, TTD, Tirupati and payable at Tirupati.
- 5.4)** The successful tenderer has also to pay an Additional Security Deposit of 2.5% of the contract value over (including wages component value) and above EMD in the form of BG drawn in favour of Executive Officer, TTD, from any Scheduled bank approved by TTD and shall be valid for the entire contract period plus a Defect Liability Period of six (06) months and an additional Twenty Eight (28) days (additional 01 month for processing of the agreement) drawn in favour of the Executive Officer, TTD, Tirupati.
- 5.5)** The department shall retain, from each payment due to the contractor @ the rate of 5% of monthly bill amount until completion of the Works. On satisfactory completion of the whole work, the EMD, ASD & FSD will be refunded at the time of final bill (subject to the condition that only after submission of **NO DUE Certificate** from the health supervisory staff). However, the refund of EMD and FSD (RA @ 5% i.e., retained from every bill) will be released after completion of defect liability period.

INSTRUCTIONS TO TENDERERS

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1.0 GENERAL

1.1. Introduction

Tirumala Tirupati Devasthanams (TTD) invites online open tenders (QCBS Method) through e-Procurement platform from established and reputed professional Contractor/Agencys / organizations / Individuals who are having experience in Facilities Management Services (FMS) in Housekeeping and Sanitation maintenance to express their interest to provide “Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in PAT & GT areas in TTD, Tirupati for a period of 36 months.”

PAT areas: i.e., Srinivasa Kalyanamanapams, Padmavathi Kalyanamanapam, PAC (Old) Padmavathi kalyanamandapam TCNR/ Kalyana Katta Tholappa Gardens, Anna Prasadam Complex, Dy.E.O Office Building, T.T.D Dispensary, Sri PAT Temple (In and out side), Sri PAT sub Temples (in and Out side), Sri Venugopal temple, Sundarraaj swamy temple, Ayana mahal ,Yagasala, Krishan Swamy Temple,Surya Narayana Temple , Srinivasa Temple etc., Surya Narayana Temple, S.V.Temple, Asthana mandapam including cellar, Laddu Counter, Sri Prasanna Venkateswara swamy Temple, Appalayagunta (inside, outside, Anjaneya Swamy Temple an Public Toilets and mada streets, Kalayana mandapams, Kalyanakatta, PAT Pushkarini, Tiruchanur Public Roads (1. Temple surrounding 2. Sannidhi street 3.Thollappa gardens 6.Gantasala statue) etc., Gram Panchayat Public Toilets & Bath Rooms, Tiruchanoor, Friday Gardens, Govinda Raja Nagar Quarters and segregation of garbage.

GT areas:- i.e., i.e., E.O Bungalow, Addl.E.O Bungalow, J.E.O(H&E) Bungalow, C.V & S.O Bungalow, SVETA Building, HDPP, Employees Dispensary (Biragi patedda), Recording Project, S.V.Goshala, S.V.Museum, Old Huzur Office, Jewellery Section, P.H.Stores, Matam Anjaneya Swamy Temple, G.T Temple Sub Temple (in and out), Sri Lakshmi Narayana Swamy Temple, Eduru Anjaneya swamy temple, wood teru TTD publication stall, GT Mada Streets, G.T. Potu, Dy.E.O.Office, Archakas Building, SKVST Temple and sub temples (in and out), Mada Streets, Parking areas, Public toilets, Dy.E.O Office and connected areas, Dy.E.O Office and connected areas, Temple Pushkarini, Kalyanakatta and Public Toilets, Parveti Mandapam Road, Vakulamatha temple, Pathakalva, Sri Kodandarama swamy temple, Chandragiri, GT Potu, GT Pushkarani, G.T parking area / Public Toilets, open area and Surroundings, Sri Devi Complex, Purandaradas Complex, S.V H.S Shopping complex & Ground, E.O Bungalow front main Road, Professors Quarters, Sub

way RTC Bus Stand and segregation of garbage **for a period of 36 months** including all man power and supply of machinery and materials as per requirement approved by the department as per schedules and SOPs fixed by the department. The rate is inclusive of all incidental charges, taxes on the material used and (excluding GST).

It shall be the tenderer's responsibility to have thorough understanding of the reference documents, work areas, site conditions and specifications included in the Tender Document.

1.2. Confidentiality of Document

Tenderer shall treat the Tender Document and contents there of as confidential.

1.3. Cost of Bidding

All direct and indirect costs associated with the preparation and submission of bid (including clarification meetings and site visit, if any), shall be to the Tenderer's account and TTD will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

1.4. Site Visit

Tenderer is advised to visit and examine / study the site and its conditions, its surroundings and familiarize himself with the existing facilities and environment, and collect all other vital information which he may require for preparing and submitting the bid and entering in to the Contract. Claims and objections due to ignorance of existing conditions or inadequacy of information will not be considered after submission of the bid and during implementation.

The site of Work is located at several places in and around Tirupati, TTD, Andhra Pradesh. Any loss to the property / life of the workers / prospective tenderer due to prospective tenderer's negligence shall be the prospective tenderer's responsibility. Prospective tenderer shall keep TTD indemnified from any legal consequences arising there from.

2.0. TENDER DOCUMENT, CLARIFICATION AND AMENDMENT.

2.1. Tender Document

The Tender Document shall consist of the following and should be read in conjunction with any amendment issued subsequently.

- i) Notice Inviting Tender (NIT).
- ii) Instructions to Tenderers and its attachments.
- iii) General Conditions of Contract and its Annexure.
- iv) Technical Specifications/Standards, if any.
- v) Price Bid

The Tenderer is expected to examine the Tender Document including all instructions, terms, specifications and drawings if any in the Tender Document. Failure to furnish all information required as per the Tender Document or submission of a bid not substantially responsive to the Tender Document in every respect / aspect could result in rejection of the Bid. Tender documents once submitted are non-transferable in other name and shall at all times remain the exclusive property of TTD with a license to the Tenderer to use the Tender Documents for the limited purpose of submitting the bid.

2.2. PRE BID meeting and clarification requests by tenderer:

The details presented in this Tender Document have been compiled with all reasonable and possible care. However, it is the Tenderer's responsibility to ensure that the information provided is adequate, clearly understood and it includes all documents as per the Index.

Tenderer shall examine the Tender Document thoroughly in all respects and if any conflict, contradiction, discrepancy, error or omission is observed, Tenderer must request clarification in the pre-bid meeting.

Pre-bid meeting will be held at the Office of the Additional Health Officer, TTD, Tirupati on **20/07/2026 at 11.00 A.M.** All the tenderers should attend the same duly submitting their points in writing which require clarification. The queries received within due date i.e., at least 24 hours before Pre-Bid meeting alone will be considered. Clarifications furnished in the pre-bid meeting will be the part of the bid document.

The minutes of the pre-bid meeting will be communicated by e-mail to all the tenderers who participated in the pre-bid meeting. Also, a copy of the same will be published as corrigendum in the TTD web site www.tirumala.org and e-procurement site. The minutes of the pre-bid meeting shall be submitted along with bid document duly signed in all pages, failing which, the tenders are liable for rejection. Not attending the meeting, do not relieve the tenderers from the decisions taken at the pre-bid meeting.

The oral response to queries / clarifications of the tenderers shall not form part of Tender Document unless issued as an Amendment/Addendum.

3.0. PREPARATION OF BIDS

3.1. Joint Venture / Consortium Bids

Joint Venture/Consortium Bids are not acceptable.

3.2. Language of Bid

The Bid, all correspondence and documents relating to the bid, between tenderer and TTD shall be written in English language only. Any printed literature furnished by Tenderer can be written in other language provided that literature is accompanied by an authenticated English translation, in which case for purpose of interpretation of the Bid, the English translation shall govern. The Agreements/ Experience certificates if submitted in any other language, then the authenticated translated English version also shall be submitted. The authenticity of translation lies with the tenderer.

3.3. Compliance to Tender Document Requirement

TTD expects Tenderer's compliance to the requirements of Tender Document without any deviation. Any Bid containing exceptions / deviations to the following stipulations / conditions shall be liable for rejection:

- a) Time Schedule
- b) Scope of Work
- c) Scope of Supply
- d) Security Deposit
- e) Suspension of Works
- f) Force Majeure
- g) Arbitration
- h) Bill of Quantities (B.O.Q)

3.4. Modifications to the Tender

The tenderer may modify the Bid submitted online before the last date & time prescribed in NIT/ corrigendum if any.

3.5. Bid Prices

Tenderer shall quote price after careful analysis of cost involved for the performance of the work considering all parts of the Tender Document. In case, any activity though specifically not covered in description of item under BOQ but is required to complete the work as per scope of work, scope of supply, specifications, General Conditions of Contract or any other part of Tender Document, the prices quoted shall be deemed to be inclusive of cost incurred for such activity.

Prices quoted by the Tenderer, shall remain Contractor/ Agency, fixed and valid until completion of the contract performance period and will not be subject to variation on any account except as otherwise specifically provided in the Contract documents.

Tenderer shall quote/fill the rate in Rupees in round figure (without any figure in decimal i.e. paisa). Alternative bids will not be considered.

Rates to be in figures and words: The amount for each item should be worked out and entered and requisite totals given of all items, both in figures and in words. The tenderer's amount for the work shall be entered in the tender and duly signed by the tenderer.

3.6. Currencies of Bid & Payment

Tenderers shall quote the prices in Indian Rupees only. All payment to be made by TTD shall be made in Indian Rupees only.

3.7. Arrangement of Bid

The bid shall contain the name, residence and place of business of person or persons making the tender. Partnership Contractor/ Agencys furnish the full names of all partners in the Bid. A copy of Partnership Deed in the case of partnership Contractor/ Agency or Article of Association in the case of limited company shall be furnished.

3.8. Bid Validity

Bid shall remain valid for a period of **06 months** from the last date of submission of the bid. The Tenderer shall not be entitled, during the said period, to revoke or cancel his bid or to vary the bid. In case of withdrawal of the bid during the bid validity period, EMD of such tenderer shall be forfeited by TTD and also results in banning the tenderer from participating in any TTD tenders for a period of 3 years.

TTD may request the tenderer for extension of the period of validity of bid. If the tenderer agrees to the extension request, the validity of EMD/Bid Security shall also be suitably extended. Tenderer may refuse the request for extension of bid validity without forfeiting his EMD/Bid Security. However, tenderers agreeing to the request for extension of validity of bid shall not be permitted to modify the bid because of extension, unless specifically invited to do so.

4.0. SUBMISSIN OF BID:

Bid must be submitted online through <https://tender.apecurement.gov.in> platform only.

4.1. All pages to be initialled

All the pages of tender documents, Corrigendum along with Minutes of Pre-bid Meeting etc., shall be initialled or signed wherever required in the bid papers by the tenderer or by a person holding power of attorney authorizing him to sign on behalf of the tenderer before submission of bid by on line. The L1 Bidder only shall submit the Physical copy of the documents uploaded.

4.2. One Bid per Tenderer

Tenderer shall submit only one bid. A tenderer, who submits or participates in more than one bid for a work will be disqualified.

4.3. Date, Time & Place of Submission

Bid must be submitted through online (through e-procurement Platform) by the due date and time mentioned in the Notice Inviting Tender or any extension there of as duly notified in writing by TTD.

Due to certain reasons, if the TTD office happens to be closed on the scheduled stated date of tender opening, the date and time will be extended to the next working day.

Tender documents are to be filled on e-procurement site only and no physical submission or faxed / e-mailed tenders shall not be entertained.

5.0. BID OPENING AND EVALUATION:

5.1. Tender Opening

The Tender opening authority shall open the bids online on the stipulated date and time of opening specified in NIT.

At the specified date and time, the price bids will be opened online by the Tender receiving authority or his nominee and the result will be displayed on the e-Procurement place which can be seen by all the bidders who participated in the Tenders.

Tenders shall be scrutinized in accordance with the conditions stipulated in the Tender document. In case of any discrepancy of non-adherence conditions the Tender accepting authority shall communicate the same which will be binding both on the tender Opening authority and the Tenderer. In case of any ambiguity or dispute, the decision taken by the Tender Accepting Authority on tenders shall be final.

5.2. Evaluation and Comparison of Price bids

The Health Department, TTD, Tirupati will evaluate and compare the price bids of all the qualified Tenderers.

- a) The prices quoted by the Tenderers shall be checked for arithmetic corrections, if any, based on rate and amount filled in by the Tenderer in the SOR formats. If some discrepancies are found between the rate / amount given in words and figures, the total amount shall be corrected as per the following procedure which shall be binding upon the Tenderer:
 - i. When the rate quoted by tenderer in figures and words tallies but the quoted amount is incorrect, the rate quoted by the Tenderer shall be taken as correct and amount reworked.
 - ii. When there is difference between the rate in figures and words, the rate which corresponds to the amount worked out by the Tenderer, shall be taken as correct.
 - iii. When it is not possible to ascertain the correct rate in the manner prescribed above, the rate as quoted in words shall be adopted and amount reworked.
- b) Negotiations at any stage of the tendering process are strictly prohibited. However, any voluntary rebate offered in good faith by the bidder prior to the finalization of the tender, may be considered and accepted by the Tender Accepting Authority, at its sole discretion.

Selection of Tenderer among the lowest & equally quoted tenderers will be in the following orders:

- i. The tenderers whose turnover is similar, the highest will be selected.

5.3. Process to be Confidential:

Information relating to the examination, clarification, evaluation and comparison of Tenders and recommendations for the award of a contract shall not be disclosed to Tenderers or any other persons not officially concerned with such process until the award to the successful Tenderer has been announced by the tender accepting authority. Any effort by a Tenderer to influence the processing of Tenders or award decisions may result in the rejection of his Tender.

No Tenderer shall contact the Additional Health Officer, TTD, Tirupati or any authority concerned with finalization of tenders on any matter relating to its Tender from the time of the Tender opening to the time the Contract is awarded. If the Tenderer wishes to bring additional information to the notice of the Additional Health Officer, it should do so in writing. Before recommending / accepting the tender, the tender recommending / accepting authority shall verify the correctness of certificates submitted to meet the eligibility criteria and specifically experience. The authenticated agreements of previous works executed by the lowest tenderer shall be called for. Entire Tenders will be finalized by the TTD according to the powers vested with it.

5.4. TTD Right to Accept or Reject a Bid

The right of acceptance of Bid will rest with TTD. However, TTD does not bind itself to accept the lowest Bid, and reserves to itself the authority to reject any or all the Bids received without assigning any reason what so ever. Bids in which any of the particulars and prescribed information is missing or incomplete in any respect or the prescribed conditions are not fulfilled are liable to be rejected.

Canvassing in connection with Bids is strictly prohibited and Bids submitted by the Tenderers who resort to canvassing will be liable for rejection. Bid containing uncalled for remarks or any additional conditions are liable to be rejected.

6.0. AWARD OF WORK

The Tenderer whose bid is accepted by TTD shall be issued Letter of Acceptance by RPAD / e-mail prior to expiry of bid validity. Any format is to be accepted by the successful tenderer.

TTD shall not be obliged to furnish any information / clarification / explanation to the unsuccessful tenderers as regards non-acceptance of their bids. TTD shall correspond only with the successful tenderer.

7.0. AGENCIES INELIGIBLE TO TENDER

- 7.1 A retired officer of the Govt. of AP or Govt. of India or TTD executing works is disqualified from tendering for a period of two years from the date of retirement without the prior permission of the Government/TTD.
- 7.2 The Tenderer who has employed any retired officer as mentioned above shall be considered as an ineligible tenderer.
- 7.3 The contractor himself or any of his employees is found to be Gazetted Officer who retired from Government / TTD Service and had not obtained permission from the Government for accepting the contractor's employment within a period of 2 years from the date of his retirement.
- 7.4 The Contractor or any of his employees is found at any time after award of contract, to be such a person who had not obtained the permission of the Government / TTD as aforesaid before submission of the tender or engagement in the Contractor's service.
- 7.5 Contractor shall not be eligible to tender for works in the division where any of his near relatives are employed in the rank of Unit officer or Assistant Executive Officer and above on the health side and superintendent engineer and above on the administrative side. The Contractor shall intimate the names of persons who are working with him in any capacity or are subsequently employed. He shall also furnish a list of Gazetted/ Non-Gazetted TTD Employees related to him. On failure to furnish such information the tenderer is liable to be removed from the list of approved contractors and his contract is liable for cancellation.

8.0. ABNORMAL RATES

The Tenderer is expected to quote rate for each item after careful analysis of cost involved for the performance of the completed item considering all specifications and conditions of contract. This will avoid loss of profit or gain in case of curtailment or change of specification for any item. In case it is noticed that the rates quoted by the Tenderer for any items are unusually high or unusually low it will be sufficient cause for the rejection of the Bid unless TTD is convinced about the reasonableness of the rates on scrutinizing the analysis for such rate to be furnished by the Tenderer on demand.

PROPOSAL FORMS

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2.2	Whether the partnership is registered.	
2.3	Date of registration of Contractor/ Agency.	
3.0	IN CASE OF LIMITED LIABILITY COMPANY OR COMPANY LIMITED BY GUARANTEES	
3.1	Amount of paid up capital	
3.2	Name of Directors	
3.3	Date of Registration of Company	
4.0	Copies of the Audited Balance sheet of the tenderer for the last 5 years. (2020-21 to 2024-2025)	
5.0	GENERAL	
5.1	Income Tax PAN No.	
5.2	Provident Fund Registration No.	
5.3	ESI Registration & Registration with labour Dept.	
5.4	GST Registration No.	
5.5	Copy of Acknowledgement of Income Tax returns for the last 5 years.	
5.6	ISO certifications and their date of Issue and renewal status	
5.7	List of Bankers	

SIGNATURE OF TENDERER :

NAME OF TENDERER :

TENDERER'S SEAL / STAMP :

FORM-B (1)**DETAILS OF SIMILAR PAST EXPERIENCE DURING LAST 5 YEARS****(2021-2022 to 2025-2026)**

SL. NO.	DESCRIPTION OF WORK	POSTAL ADDRESS OF TTD & NAME OF OFFICER IN CHARGE. Their Email & Mobile Numbers	CONTRACT VALUE Rs.	STARTING DATE	COMPLETION DATE	CONTRACT PERIOD	WHETHER COPY OF CONTRACT / COMPLETION. CERTIFICATES SUBMITTED	REMARKS IF ANY

Note: Copies of work completion certificate(s) of above mentioned jobs should be submitted by the Tenderer along with this FORM.

SIGNATURE OF TENDERER :

NAME OF TENDERER :

TENDERER'S SEAL / STAMP :

FORM-B (2)**PROJECT EXPERIENCE**

S. No.	Year of completion	Name of the project	Client details	Govt. / Pvt.	Details of project	Project cost in lakhs	Document enclosed as proof of experience
1	2	3	4	5	6	7	8

SIGNATURE OF TENDERER :

NAME OF TENDERER :

DESIGNATION :

COMPANY :

DATE :

Note:- The claimed experience shall be supported by project completion certificates issued by the clients towards documentary evidence.

FORM-C**DETAILS OF MACHINERY TO BE DEPLOYED**

List of Machinery Deployment											
Sl. No.	Name of the Building / Location	Machinery to be provided (the makes shall be of standard companies and as approved by the dept.)									
		Vacuum Cleaner	High Pressure Jet Cleaning Machine	Single Disc Scrubbing Machine	Battery Operated Automatic Scrubber Drier	Battery operated Mini Scrubber	Ride on Sweeper	Foot Operated Sprayer	Back Mounted Power Sprayer	Fogging Machines	Face Recognition Machines
1	PAT Division	6	7	5	4	7	3	2	10	1	1
2.	GT Division	6	5	4	4	4	1	2	6	1	2
TOTAL:		12	12	9	8	11	4	4	16	2	3

The Tenderer shall ensure the supply of machinery as furnished in the following format
Note:

(1) The machinery procured shall be in good working condition and shall not be older than 2 years. Tax invoices of their purchase shall be submitted in support of the life of the machinery at the beginning of the work. During period of agreement, if any machine crosses the desired life of 5 years, the same shall be replaced with another good working machine which is not older than 2 years.

(2) All the machinery shall be of standard make such as Taski / Karcher / Samsung / Roots / Nilfisk / as approved by the Department.

(3) If any machine goes out of order, the agency shall get it rectified within 48 hours and till that time an alternative machine shall be pressed into service. For this, the agency shall maintain one set of standby machines in good working condition.

(4) After completion of the agreement period, the agency can take back all the machinery deployed for the work.

SIGNATURE OF TENDERER:

NAME OF TENDERER:

TENDERER'S SEAL/STAMP:

FORM – D**DETAILS OF ANNUAL TURN OVER DURING THE 5 FINANCIAL YEARS****2020-21 to 2024-2025**

The Tenderer shall submit the details of annual turnover during the last five financial years (2020-2021 to 2024-25). The turnover should be exclusively from FMS / Sanitation and housekeeping services contracts only.

S.No.	Year	Annual Turnover in similar works (in Rs.)	Remarks if any
1	2020-2021		
2	2021-2022		
3	2022-2023		
4	2023-2024		
5	2024-2025		

Note: Self attested copies of Income Tax Statements and Annual Turn over Statements with a valid UDIN shall be attached.

SIGNATURE OF TENDERER:**NAME OF TENDERER:****TENDERER'S SEAL / STAMP:**

FORM-E (i)**DETAILS OF PROPOSED SITE ORGANIZATION**

The tenderer shall submit on a separate sheet with details of site Office structure. Tenderer shall also furnish the bio-data of key personnel to be deployed.

SIGNATURE OF TENDERER:

NAME OF TENDERER:

TENDERER'S SEAL / STAMP:

FORM-E (ii)**CURRICULUM VITAE**

We here by confirm that Qualification and Experience of staff deployed at site shall be in accordance with clause No. **1.9.1** in chapter– I of General Conditions of Contract. Key Supervisory Personnel shall include the following:

i. Facility Manager

SIGNATURE OF TENDERER:

NAME OF TENDERER:

TENDERER'S SEAL / STAMP:

FORM-F**CHECK LIST FOR SUBMISSION OF BID**

Bid Submission: Technical Part:

The Technical part of the Bid should be submitted in the e- procurement portal only and should consist of the following documents, the formats of which are given as a separate attachment along with this Tender document.

S.No	Description Attachment	Details	Attached
1	Form A	Information about tenderer	Yes/No
2	Form B	Details of Similar past experience During last five financial years (2021-22 to 2025-2026)	Yes/No
3	Form C	Details of Machinery to be deployed	Yes/No
4	Form D	Details of Annual turnover during the financial years 2020-21 to 2024-2025 (duly attested by C.A with valid UDIN)	Yes/No
5	Form E	Details of Proposed site organization	Yes/No
6		Curriculum vitae	Yes/No
7	Form F	Check list for submission of Bid	Yes/No
8	Form G	Declaration of tenderer	Yes/No
9	Form H	Details of P.F & E.S.I Registration	Yes/No
10	Registration certificate and license from the Licensing Officer under contract labour (Regulation and abolition) act 1970 to carry out FMS as described in NIT		Yes/No
11	EMD		Yes/No
12	Contractor/ Agency Registration		Yes/No
13	Power of Attorney		Yes/No
14	Copy of PAN card and IT Returns (5 Years upto March 2025)		Yes/No
15	Copy of GST		Yes/No
16	List of Major clients with their contact details		Yes/No

Of these, no document should be left unfilled, otherwise the Tender filing will not be valid and the incomplete Tender response will not be considered for any evaluation. All the pages of the documents should be signed by the authorized signatory of the lead

Tenderer is requested to fill this check list and ensure that all details / documents have been furnished as called for in the Tender Document along with duly filled in, signed & stamped checklist

SIGNATURE OF TENDERER:

NAME OF TENDERER:

TENDERER'S SEAL / STAMP:

FORM-G**DECLARATION BY THE TENDERER**

I / We have gone through carefully all the Tender conditions and solemnly declare that I / we will abide by any penal action such as disqualification or black listing or determination of contract or any other action deemed fit, taken by, the Department against us, if it is found that the statements, documents, certificates produced by us are false / fabricated.

I / WE hereby declare that, I / WE have not been blacklisted / debarred / Suspended / demoted in any department in Andhra Pradesh or in any State or in Central Govt. or Government Organizations or TTD due to any reasons.

SIGNATURE OF TENDERER:

NAME OF TENDERER:

TENDERER'S SEAL / STAMP:

FORM-H**DETAILS OF ESI & EPF REGISTRATION**

Tenderer to furnish details of ESI & E Provident Fund Registration:

EPF REGISTRATION NO:

ESI REGISTRATION NO:

DISTRICT & STATE:

We here by confirm that the above EPF & ESI Account is under operation presently and shall be used for all EPF related activities for the labour engaged by using the present work (if awarded to us).

SIGNATURE OF TENDERER:

NAME OF TENDERER:

TENDERER'S SEAL / STAMP:

Power of Attorney for Signing the Bid

(To be notarized on Non-Judicial Stamp Paper of Rs.100/-)

Know all concerned by these presents, we, (name of the Contractor/ Agency and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr. / Ms. (Name) -----, son/daughter/wife of and presently residing at, who is presently employed with us and holding the position of, as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the work proposed or being developed by **TTD** (the "Authority") including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders' and other Meetings and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Service Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Project and/or upon award thereof to us and/or till the entering into of the Service Agreement with the Authority.

AND, we hereby agree to ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, 2026

.....

(Signature, name, designation and address)

Accepted

(Signature, name, designation and address of the Attorney)

Witnesses:

- 1.
- 2.

Note:

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
2. Wherever required, the Bidder should submit for verification the extract of the charter documents such as a board or shareholders' resolution/ power of the person executing this power of attorney on behalf of the Bidder.
3. For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Apostille certificate.

GENERAL CONDITIONS OF CONTRACT

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	BILL OF QUANTITIES (FINANCIAL PROPOSAL)

CHAPTER-I

SCOPE OF WORK / SUPPLY, TIME SCHEDULE AND FACTORS TO BE CONSIDERED FOR PRICING

- 1.0. The Contractor is expected to take charge of all the areas under the contract and surrounding areas in its present condition and provide the services such that the entrusted buildings, roads, Food establishments, Kalyanakattas, Mutts and toilet blocks etc.,. It is the responsibility of the contractor to ensure that all toilet rooms and common areas are in good and usable condition.

1.1. General:

The sanitation & housekeeping services includes Cleaning of buildings, wash rooms (WCs & bath rooms) and surrounding areas including drains, internal roads (in and around) etc., by using necessary machinery as applicable from time to time and area to area.

Cleaning the rooms/halls, toilets, furniture using appropriate chemicals, manually / using machinery.

Biometric attendance with face recognition technology duly keeping sufficient no. of machines of warden security system or equivalent make as approved by T.T.D, at different locations (with net connectivity) is mandatory for the deployment of workers mentioned in Annexure – I including supervisory staff. The attendance will be calculated based on the biometric attendance only.

The Health department **Supervisory staff** will take attendance for counting & enforcement of Manpower deployment. Facial attendance machines to be provided by the agency. However, necessary net connectivity / calibration will be provided by TTD.

It is the responsibility of the tenderer to maintain Register regarding the defects in cleaning activities by the user department so as to record the defects in the register, as and when noticed. The area Supervisor shall mandatorily verify the defects noticed in the register and do attend the defects if any.

1.2. Indicative List of Work

An indicative list of works (this is only indicative but not exhaustive) that the contractor is expected to provide minimum in connection with general maintenance and sanitation as in description of places (Annexure VI).

1.2.1 Brief Scope Of work

“Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package in TTD, Tirupati for a period of 36 months”.

Miscellaneous:

The employees of the contractor should not form a union. They should not join with political leaders. If the employees have any problems they should approach the contractor to solve their problems.

Any loss / theft of the material is the sole responsibility and scope of the contractor.

In case of observing any malpractice in service prescribed, necessary show cause notice will be issued to the Contractor/ Agency to rectify the lapses duly making heavy penalties or face the termination with all the penal conditions as per agreement.

1.3. General Conditions:

1.3.0. Materials:

All the cleaning materials and consumables (preferably eco-friendly and non-toxic reagents) shall be of the best and prescribed branded quality and of standard with ISI mark and it should be got approved by officer – in charge before using in the work. While using the materials, adherence to the manufacturer’s instructions shall be maintained.

- (i) All the cleaning material required for one month shall be supplied by 5th of every month. At any point of time, one month’s stock shall be maintained as buffer in the main stores to face any exigencies. All the sub stores shall maintain the month’s stock in itself. The stock required for one month based on the actual is to be procured. If necessary, based on the consumption and utility the stock of material has to be mandatorily procured at the cost of the contractor.
- (ii) Any deviation in the material quality & quantity as required will invoke penalty as decided by the TTD. For proper maintenance, suitable cleaning materials which are eco-friendly and human friendly should be used. The tenderer shall be committed to use only eco-friendly and safe cleaning supports. All materials to be used shall be known to be safe and does not pose any risk to user or the surface or materials. Any additional conformities w.r.t. European codes, Indian codes and American codes will also be insisted based on compatibility and requirement.
- (iii) The Contractor shall provide new dustbins of approved variety inside the buildings, complexes, institutions, peripheral areas, and along the roads at specified intervals and specified locations. Also, the contractor shall procure and provide big size dual

system dustbins (separately for Bio degradable & Non-Bio degradable) of 100 – 120 litres capacity (with top lid). The contractor shall replace all damaged dustbins with new ones as and when required at the cost of contractor. The contractor shall ensure to collect the garbage in bio-degradable and no biodegradable forms separately. The contractor shall provide necessary liners/covers (bio-degradable) for dust bins daily / as and when required. On filling up of bins the covers/liner shall be removed with the filled up material and new ones shall be provided. It shall be closed and removed from the dust bin immediately.

- (iv) The filled-in covers / liners collected separately for bio-degradable and non-biodegradable waste shall be disposed at specified point as per direction of the TTD. From these points, the waste shall be handed over to the garbage collection van by the personnel deployed by the Contractor, as and when the vehicle arrives at the respective location.
- (v) The Contractor shall ensure proper segregation and collection of garbage in dual system through bio-degradable collection bags only. The rates quoted by the Contractor shall be inclusive of all the above.
- (vi) The contractor shall replace buckets / mugs / water jugs as and when they are damaged and needs replacement in the buildings / Toilets under this contract. The contractor also shall see that the buckets, mugs, water jugs etc., shall not form fungus/scales etc., if found the same shall be replaced.

1.4. SCOPE OF WORK:

The contractor should supply **266** No.s of un-skilled workers 9 Nos of Skilled workers (total **275** including weekly offs) for sanitation maintenance and housekeeping services in PAT & GT Area, TTD, Tirupati, as mentioned below.

S.No	Manpower Requirement with Weekly offs			
	Category	PAT	GT	Total
1	UNSKILLED WORKERS	130	136	266
2	SKILLED WORKERS	4	5	9
	Total	134	141	275

1.4.0. SANITATION ACTIVITIES:

The job includes sanitation using necessary machinery which includes the cost of materials for cleaning, hygienic and tidy maintenance including detergents, general purpose cleaners, cleaner disinfectants, spray cleaners, glass cleaners, mops, cobweb cleaners, floor squeezes, deck scrubbing brushes, doodle bug scrubber, nylon machine pads, hand dust pans, cleaning chemicals, deodorants, insecticides etc.

Cleaning of buildings including wash rooms (bath + wc), rooms, common areas etc., and cleaning of inside & premises of the TTD buildings.

The general wash rooms of female and male shall be manned with one female worker for female wash room and one male worker for male wash room.

NOTE: (1) The Contractor/ Agency shall deploy all personnel shall be below 55 years of age at the time of deployment.

A. Daily activities:

- i. All the staff deputed should be provided with appropriate safety gear like gloves, aprons, shoes, masks, PPE kits (wherever required) etc., besides the required tools & tackles, materials, etc., to enable them to do their assigned tasks, safely & efficiently.
- ii. Cleaning, dusting, vacuuming, Sweeping, Mopping and disinfecting of floors, walls and ceilings, removal of waste and any other garbage from the entire area covered under the contract such as halls, conference rooms, committee rooms, office rooms, lobbies, staircases, terrace, reception, security office etc.
- iii. Cleaning of dustbins, wastepaper baskets, cob-webs, etc., and disposing-off of all the collected refuse at designated site on a daily basis at the required frequency.
- iv. Dusting of all doors and windows, furniture, fixtures, equipment's, accessories etc., and cleaning of all window panes, blinds, screens and grills, etc.
- v. Spraying room fresheners in all halls / toilets.
- vi. Scrubbing/Cleaning of toilets, wash basins, sanitary fittings, glasses, toilets, floors, etc.,
- vii. Cleaning and disinfecting all vitreous fixtures including toilet bowls, urinals, sinks, toilet seats, containers etc. Brushing thoroughly to include below water level and

under rims including areas at hinges and cistern handles. Restocking toiletries which include air fresheners, sanitary cubes, naphthalene balls etc.

- viii.** Cleaning and dusting of electrical switchboards, light fixtures, fans, overhead light fixtures, fire fighting equipment's, nameplates, door mats etc.,
- ix.** Placing garbage bags in all garbage bins to avoid stains and stinks and clear them on daily basis.
- x.** Check and remove hairs, dust or any such objects from anywhere in area covered under the contract.
- xi.** Cleaning of all open areas between the building and boundary including sweeping of roads, gates and grills on compound wall, lawns, paths, cleaning open drains etc., as directed by the Health official incharge.
- xii.** Dust and odour control, maintenance of good ambience.
- xiii.** The frequency of cleaning & checking the cleanliness should be done based on the actual requirement of various areas covered to ensure absolute cleanliness.
- xiv.** Thorough sweeping and cleaning the temple premises and potu areas by coordinating with the temple inspector. Remove the debris, prasadam cups and plastic bottles time to time and keep the temple premises clean and odour free. Proper measures to be taken for flies, mosquitoes and cockroaches control by using appropriate sprays and keep the temple premises clean always during temple timings.
- xv.** Proper measures to be taken for flies, mosquitoes and cockroaches control by using appropriate sprays / insecticides and keep the assigned area to be clean and hygienic.
- xvi.** Clean the prasadam distribution areas and hands wash area and water drinking area thoroughly with suitable cleaning materials. Maintain all the public toilets at the temple premises in clean and tidy manner.
- xvii.** Cleaning of shoe keeping centers in and around.
- xviii.** To be clean and keep hygienic manner of all Jalaprasadam units round the clock.
- xix.** Clean all open drains and clear the manhole blocks in time for free flow of sewage and sullage.
- xx.** Primary collection of garbage from various points like institutions / buildings, Mutts, Food establishments (TTD & Private), shops, road sweepings should be segregate and hand over to designated tippers for transportation to Kakulamanutippa dumping yard time to time

xxi. Removal of carcass of animals and Human beings whenever required

xxii. In addition to all the above mentioned points the contractor has to deploy manpower as per the need and requirement, whenever the delegations from TTD Officials, irrespective of their designated wards in any emergency.

The frequency of cleaning & checking the cleanliness should be done based on the actual requirement of various areas covered to ensure absolute cleanliness.

B. Periodical activities:

(periodicity shall be as directed by the Officer-in-charge). The deep cleaning of the entire area will be done by the contractor once a week as under:

- 1) Washing of outside area with High Pressure Water/Air Jet, as necessary.
- 2) Thorough cleaning / scrubbing of all floors and Vitrified / Ceramic / Granite / any other tiles base, Cleaning of ceilings and high wall, removal of stains on walls, cleaning of roofs, porches etc.
- 3) Cleaning of sanitary fittings, toilet drain pipes etc. in the toilets with standard cleaning material.
- 4) Cleaning of all window panes and grills with detergent/cleaning agents.
- 5) The entire premises should be free from pests / rodents / insects / mosquitoes etc.
- 6) Dusting of entire area including windows / windowpanes / doors / ledges, etc.
- 7) Clean all chrome fittings, glass frames, soap holders etc., to a shiny finish.
- 8) The contractor will schedule the deep cleaning / pest control/Mosquito control programme and submit the same to the office incharge well in advance so that office in charge of the area or the Sanitary Inspector can be deputed on the day of execution of the work to their satisfaction.
- 9) The contractor should provide the duty register to Health Inspector as and when required.

C. On Demand Services:

The contractor should be able to supply the additional man power to the specified location during Bramhotsavams (given below) and any festival / fairs / auspicious occasions as intimated by the Additional Health officer / any other officer in charge in writing whenever necessary. The payment for the aforesaid additional supply of man power will be made based on the actual man power deployed at site as per the approved rates as per the agreement.

DETAILS OF ADDITIONAL MANPOWER REQUIREMENT DURING THE FAIRS, FESTIVALS AT TTD TEMPLES IN PAT DIVISION, TIRUPATI PER YEAR

S.No.	EVENT	No of days	Man Power least sanctioned in previous years	
	SRI PAT TEMPLE		Unskilled	Skilled
1	Annual Karthika Brahmotsavams	15 days	2000	101
2	Sri Prasanna Venkateswara Swamy Temple, Appalaygunta	15 days	440	50
3	Dhanurmasa Rituals	30 days	180	
Total			2771	

DETAILS OF ADDITIONAL MANPOWER REQUIREMENT DURING THE FAIRS, FESTIVALS AT TTD TEMPLES IN GT DIVISION, TIRUPATI PER YEAR

S.No.	EVENT	No of days	Man Power least sanctioned in previous years	
	SRI G.T. TEMPLE		Unskilled	Skilled
1	Annual Brahmotsavams	10 days	1135	50
	SKVST TEMPLE			
1	Annual Brahmotsavams	10 days	600	20
GRAND TOTAL			1805	

D. Surface/ Under Drains Maintenance**E. Vector / Pest/ Fly /Rodent Control Measures / Fogging****F. Waste Disposal Management:**

The contractor will ensure collection, screening / segregation of dry and wet wastes in the earmarked area, disposal of the same into the designated dumping place/compost pit. The contractor will also ensure segregation of bio-degradable and non-biodegradable garbage.

The Contractor shall provide new dustbins of approved variety inside the buildings/ Complexes / Institutions / Peripheral areas / along the Roads at specified intervals and specified locations at a distance of not more than 100 meters (for every 100 meters dustbin should be seen). Also, the contractor shall procure and provide big size dual system dust bins (separately for Bio degradable & non- Bio degradable) of 100-120 liters capacity (with top lid). The contractor shall replace all damaged dustbins with new ones as and when required at the cost of contractor. The contractor shall ensure to collect the garbage in bio-degradable and no biodegradable forms separately. The contractor shall provide necessary liners/covers (bio-degradable) for dust bins daily / as and when required. On filling up of bins the covers/liner shall be removed with the filled up material and new ones shall be provided. It shall be closed and removed from the dust bin immediately.

Ensure collection and proper segregation of garbage dual system as per Solid Waste Management Rules 2016 (i.e. Wet, Dry & Hazardous) from all the earmarked areas and to be placed in same manner at the designated collection points and placement of suitable sized and specified bins at the various collection areas, the locations of which shall be decided by them, based on their experience and assessment, keeping in view the suitability, requirement, accessibility and all other related factors in mind. The contractor will employ his staff for the collection/disposal work. The waste will have to be disposed of at least twice a day or at a higher frequency, if need be. The contractor will also arrange for the garbage bags, prepare a flow chart indicating the method of collection / disposal, etc. Required man power for loading into the assigned garbage lifting vehicles are included in scope of Manpower supply.

The frequency of cleaning & checking the cleanliness should be done based on the actual requirement of various areas covered to ensure absolute cleanliness, covering the entire 24 hours of the day on all 365 days.

General waste to be collected in segregation (i.e. in dual bin systems). It is to be kept at designated garbage house and should be loaded into the designated garbage lifting tippers.

G. Housekeeping, Monitoring and Control:

For better management and smooth services, the following monitoring mechanism to be adapted by the contractor.

(i) Management / Facilities Complaints report:

This is to be filled up by the management and administrative staff of the contractor who receive / observe the complaints / requirements for any of the services

/ facilities. All suggestions, complaints related to services or staff deployed by the contractor will be registered in site and reported to office in charge of the premises. The contractor will immediately take action to resolve the same, under intimation or supervision by the officer in charge. Any failure on part of the contractor will lead to invocation of the relevant penalty clause.

(ii) Housekeeping Services Complaint Register:

This register is maintained by the contractor's Housekeeping Manager, on the basis of complaints from T.T. Devasthanams officials through the inspection of the site, material on site, attendance sheet of the staff, weekly report, TTD letter / / e-mail, verbal complaints etc. The contractor should take necessary corrective action immediately.

1.5. COORDINATION AND INSPECTION OF WORK:

The Coordination and inspection of the day-to-day work under the contract shall be the responsibility of the Contractor / Contractor/ Agency. However, the TTD's or its authorized representative shall have the authority to inspect the work regularly and give observations / instructions if any to the Contractor.

In case of any disagreement between the Contractor and the TTD on the performance level of the said contractor / its personnel, the matter shall be discussed and resolved through discussions. The written instructions regarding any particular job will normally be passed by the TTD or its authorized representative. A work order book shall be maintained by the Contractor for each section in which the aforesaid written instructions will be entered. These will be signed by the Contractor or his authorized representative by way of acknowledgement within 4 hours. This shall be in addition to instructions or orders issued in writing by the TTD.

Note: If any unforeseen defect occurs and if it is not covered under scope of work, the Additional Health Officer / Head of sanitation division shall intimate in writing to the concerned HOD / HOS of concerned department for rectification duly specifying that the defect mentioned is not in the scope of work.

1.6. QUALITY ASSURANCE:

Detailed quality assurance program to be followed for the execution of contract under various divisions of works shall be mutually discussed and agreed to. The Contractor shall establish, document and maintain an effective quality assurance system. Quality Assurance System and plans / procedures of the Contractor shall be furnished in the form of a QA manual. This document should cover details of the personnel responsible for the quality assurance and plans or procedures to be followed for quality control. The quality assurance system should

indicate organization approach for quality control and quality assurance at all stages of work at site. Specialized personnel shall be available round the clock and if a person is multi trade specialist also it will be acceptable, however one person cannot be treated as an expert in more than two fields / trades. The specialization and the capacity of the personnel deployed shall be to the satisfaction of the department. TTD reserves the right to inspect/witness, review any or all stages of work at site as deemed necessary for quality assurance.

1.6.0. Inspections / Surveys on performance:

It is expected that the Contractor shall provide high quality facility management services subject to conditions laid down in this document. The contractor is free to use equipment, manpower sufficient for the satisfactory performance of the work and material at appropriate level subject to prior approval by TTD. Payment claims under contract will be entertained ONLY when the performance of services is found to be satisfactory. The house keeping works are to be carried out in such a manner that all premises always look neat and clean.

In addition to the regular inspections by Health department, the performance will be periodically checked surprisingly by the teams of officers constituted by the Additional Health Officer concerned or Higher authorities i.e., EO/JEO of TTD based on certain objective criteria as detailed in **Annexure –IV** which are decided to measure level of performance and the contractor / agency has to abide by these criteria. These are as follows:

- a) Shine level, presence of dust, stains, spillage of water or other liquids, plaque formation on corners, water closets, wash basins, urinals, on floors, tiles, walls, doors, windows, bird droppings on exposed areas etc.,
- b) Dust on grills or cobwebs at any place etc.,
- c) Finger or palm marks, dust and stain on glass panes of windows or doors and mirrors.
- d) Dirt marks, dust, dryness or dour in wash basin, WC seats, floors etc., in toilets / bathrooms.
- e) Cleanliness of Building surrounding areas.
- f) Cleanliness of dust bins in rooms and in corridors.

However, the TTD reserves the right of modifying the procedures / methods for inspections / surveys on performance and decision of TTD is final in assessing the performance of agency.

- 1.6.1.** The water and power required for sanitation activities will be provided by TTD free of cost however the contractor / agency shall ensure that water and electricity shall be used judiciously without wasting water and power. Any negligence noticed in wastage of Power/water will result in stringent penalties.

1.7. SCOPE OF SUPPLY

The number of personnel (Man power) mentioned in the schedule – A i.e. **275** Nos including weekly offs is minimum requirement based on present condition at site. The contractor has to visit the site and obtain actual requirement based on the site condition and requirement thereof to fulfil the Scope of work mentioned in this tender document. The Tenderer is advised to make note of this before quoting the tender.

1.8. PERIOD OF CONTRACT:

The Contract Agreement shall remain in force for a period of three (03) years from the date of execution. However, TTD reserves the right to terminate the contract at any time by giving 1 (one) month notice if the services of the contractor are not found satisfactory or the expected standards at any stage or it is found that Tenderer has secured the contract through fraudulent means like submission of false or misleading documents or If there is a breach or non-fulfilment of any major obligation by the Contractor as stipulated under the terms and conditions of the Tender/Contract.

The decision of TTD in this regard shall be final, binding, and conclusive, and shall not be subject to challenge.

1.9. MANPOWER:

- a) Normally the contractor is suggested to provide manpower round the clock in three shifts with the following shift timings for smooth running of the job.

- First Shift: 5:00 AM to 1:00 PM
- Second Shift: 1:00 PM to 9:00 PM
- Third Shift: 9:00 PM to 5:00 AM
- General Shift: 8:00 AM to 4:00 PM

However, the department can change the shift pattern for better results during the tenure of the contract.

- b) The Contractor shall ensure to employ adequate experienced man power (excluding weekly-offs) to provide satisfactory services on 24x7 basis. The contractor shall employ workers / technicians / supervisory staff with necessary

provision for weekly offs as per labour rules and acts, without claiming any extra payment. Hence, the contractors are advised to inspect the areas and quote their percentage accordingly. The contractor shall make his own arrangements for the engagement of all the staff and labour, local or otherwise and for their payment, housing, feeding and transport. It is the responsibility of the contractor to arrange the recommended man power per day per shift and to maintain buffer staff to compensate the workers in place of leaves and absentees.

- c) Labour importation and amenities to labour and contractor's staff shall be to the contractor's account. His quoted amount shall include the expenditure towards importation of labour amenities to labour and staff. The contractor shall quote taking into consideration the enhanced wages to be paid from time to time as per TTD Resolution No.326, Dated:09/10/2023.
- d) It is also advised to engage the labour force preferably from in and around Tirupati.
- e) Additional Manpower : Whenever additional man power required due to addition of new works such as construction of new Toilets, extension of Que lines etc. or any other new work ordered by Higher Authorities and approved by TTD Board. The Contractor shall have to supply those additional man power as per agreement condition and rates.
- f) The workers engaged shall be compulsorily from HINDU religion only and should not indulge / involve in any other activities which are detrimental to the interests of TTD. At the beginning of the contract the agency shall administer Oath, as per the Proforma furnished by TTD to all the workers to the effect that all the workers belong to Hindu religion and have faith in Lord Venkateswara. All the oath papers shall be got signed by the workers and a copy shall be submitted to TTD, duly keeping another copy with the agency.
- g) Workers attendance with face recognition technology duly keeping sufficient no. of machines of warden security system or equivalent make as approved by T.T.D, at different locations (with net connectivity) is mandatory for the deployment of workers mentioned in Annexure – I including supervisory staff. The attendance will be calculated based on the online attendance only.
- h) Wherever face recognition machines cannot be installed due to less number of workers / long distance, in those places, alternate methods to be followed duly getting permission from the competent authorities.

- i) The agency has to install the face recognition machines at their own cost at specified areas recommended by the health supervisory staff. The contractor has to quote the amount accordingly.
- j) No staff shall be below the age of 18 (eighteen) years and above 58 years

Uniforms / Identity cards and other Supplies

The cost of uniform, ID cards, and other welfare items required has to be quoted by the Contractor as mentioned under Annexure- VIII. The model of uniform shall be got approved from TTD. The Contractor/ Agency should provide 3 pairs (Pant & Shirt / Saree & Blouse / Radium lined jackets) of uniform to their workers. It is the responsibility of the Contractor/ Agency to issue necessary instructions to their workers / Technicians / Supervisors under their control to wear the uniform regularly. The engaged man power / Labour shall have experience in the related field.

The agency shall ensure that the uniforms / identity cards provided to their workers / supervisory / once staff differs from that of the TTD employees' uniforms / identity cards should be certified by the TTD Authorities.

1.9.0. Checks & Supervision

The Contractor shall ensure that its employees perform their duties efficiently by exercising frequent surprise checks and by appointing sufficient supervisory staff as felt necessary by TTD. In case it is found that any damage has occurred due to negligence, ignorance or not performing the duty by the personnel of the Agency, all the losses so occurred to TTD property shall be recovered from the amounts payable to the contractor and his security deposits. The contractor shall maintain all registers / records / checklists in the rooms as per the directions of T.T.D. and submit daily / periodical reports as directed by the T.T.D. Based on TTD directions the contractor personnel have to upload the details in the TTD computers provided in workplace.

1.9.1. Minimum Qualification for Operational Manager, Facility Managers and Supervisors.

- a. **Operational manager** - The Contractor shall deploy one person as Operational Manager, who possesses either MBA degree or MPHA training course certificate with 5 years experience in Sanitation for proper supervision, coordination and monitoring the work in the allotted areas. The engaged person should be readily available, easily accessible at any time in field.
- b. **Facility Managers** - The Contractor shall deploy two (02) persons who possesses MPHA training with 1 year experience of sanitation works for better monitoring, smooth & smart performance of the work.

NOTE:

Salary / payment of Operational Manager & Facility Managers shall be paid by the Contractor only, the same will not be reimbursed to the Contractor.

- c. **Supervisors** – Should possess SSC certificate with 1 year experience in the same field. The contractor have to place required number of experienced supervisors in the same field for regular maintenance of sanitation, recording of work done and strict adherence to the SOPs & schedules from time to time.

1.9.2. Indemnity

The Contractor shall indemnify and keep TTD fully indemnified against any claims, costs, charges, or expenses that may be incurred by TTD in connection with any demand or claim raised by the Contractor's workmen or employees. The Contractor shall also execute an indemnity bond in favour of TTD in the approved format, in this regard.

1.9.3. Discipline

Employee(s) / labour engaged / deputed for the subject job by the contractor shall maintain punctuality and discipline. Any misconduct / misbehaviour on the part of the manpower deployed by the Contractor shall not be tolerated and such person shall have to be replaced by the Contractor at its own costs, risks and responsibilities immediately with intimation to the TTD. However, TTD may at any time instruct to remove undesirable staff of the Service provider at TTDs sole discretion.

The labour engaged by the agency shall be utilized for the purpose for which they are engaged. The agency shall monitor closely that they do not indulge in any other activity other than their legitimate duties. If any worker is found to be indulging

in any other activity other than their legitimate duty, immediate action shall be taken by the agency against the erring labour, as per the rules and procedures.

1.9.4. Prohibition

The Contractor shall ensure that its employee(s) / labourer restrain from illegal activities, smoking / consuming alcohol and other intoxicating substances or carrying any inflammable substances etc. inside / outside the premises while on duty and further, the contractor shall ensure to follow the rules and regulations as enforced by TTD from time to time.

1.9.5. All the work force including supervisory staff shall be shuffled from one place to another place once in a quarter within the jurisdiction to ensure that there is no slackness in discharging duties by virtue of their stagnation for longer duration at one place. Compliance to this effect shall be reported to TTD once in a quarter.

1.9.6. Mobilization Time

Lead-time of fifteen (15) days shall be given to the Contractor for deployment of personnel to the site. Immediately after mobilization, the Contractor will be required to setup a store in the premises wherein material will be provided by contractor as per the advice and recommendation of the TTD. However, relevant record is to be maintained by the Contractor for inspection by TTD at any time. The Contractor shall advise TTD from time to time regarding reordering level of material in the store, which shall depend upon frequency quantity of consumption.

1.9.7. Action against damage to TTD's property

Any damage caused to the premises, including but not limited to the interiors of buildings, due to the negligence or misconduct of the Contractor's personnel while executing the contract, shall be rectified forthwith at the Contractor's own expense. Failing such rectification, the cost thereof shall be recovered from any running or pending bills payable to the Contractor. In this regard the decision of TTD shall be final. The Contractor shall strictly adhere to the statutory regulations viz., Minimum Wages Act, PF Act, ESI scheme, Insurance & other regulations covering labour contract.

Strikes, protests, or any form of work stoppage are strictly prohibited within the premises of TTD. The Contractor shall ensure that its employees do not resort

to any such activities under any circumstances. In the event of any such incident, the Contractor shall take immediate and stringent action against the responsible employees, and TTD reserves the right to take appropriate action against the Contractor, including imposition of penalties or termination of the contract, if such incidents occur within the Contractor's organization at Tirupati. The contractor will be solely responsible for the inconvenience caused to pilgrims and TTD in the absence of any services to be rendered to TTD on account of the agreement due to the resorting of strikes/protest / dharna by his workers. In case of any injury is caused while the agency is carrying out its job, it is the responsibility of the Contractor to attend to the need of the aggrieved and the TTD will stand indemnified against any claims / damages / compensation.

1.9.8. Accommodation for storage of materials

The department will provide one small room in each area for local store purpose free of cost. The Department will provide one store for storing sanitary materials, consumables and machinery etc., on free of cost.

1.9.9. Land for Residential Accommodation

TTD shall not provide any land or facility for residential accommodation of the Contractor's staff or labour. It shall be the sole responsibility of the Contractor to make all necessary arrangements for the accommodation of its personnel at its own cost.

1.10. PENALTY:

While TTD recognizes the good work of the contractor, it will also impose tougher penalties for services not upto the standard. Timely completion of the routine jobs and attending promptly to the complaints are the core issues in providing prompt services. Necessary Record / Registers are to be maintained for logging the activities as suggested by TTD.

In case of default / delay in carrying out the services, then the deduction as given under would be made. **The following Penalties are imposed on each surprise inspection by the Health Authorities (SI / SSI / UO / AHO / Dy.EO (H)) and they will be doubled in case the same complaint is repeated.**

Nature of work	Expected to be Completed within	Penalties on the spot of surprise inspection
Clearing Drainage congestion -inside building or outside building (major problem in the nature)	1day	subject to a minimum of Rs.5000/-
Also the following penalties will be imposed by the department on noticing of short falls / non satisfactorily maintenance.		
(a) Not carrying out of any Sanitation maintenance activity such as cleaning, mopping, delay, water closet cleaning, and any other connected activities such as cobweb cleaning etc., in the rooms/toilets to the satisfactory levels of the department. Improper cleaning or not cleaning the terrace fully or partly.	For each observation by any authorized TTD officer on duty	Rs5000/-to Rs 10,000/- based on the gravity of non Performance as assessed by TTD
(b) Not carrying out of any Sanitation maintenance activity in the verandahs, corridors, common areas, not maintaining of sufficient dust bins, improper mopping of the floor, any other connected activities in the verandahs, corridors, common areas etc., to the satisfactory levels of the department.		Rs 5000/- to Rs10,000/- based on the gravity of nonperformance as assessed by TTD
Surrounding outside areas / Roads:- (c) Not carrying out of any Sanitation maintenance activity outside areas / Roads which includes non sweeping and non maintenance of cleanliness to the satisfactory levels of the department.		-do-
Not wearing of identity cards/ Uniforms by any worker/technician/supervisors		Rs 1000/- per instance per worker
Non maintenance of general toilets in good condition		Rs 5000/- per instance
Not provided dustbins, should be provided for every 50 meters in open areas / roads / lanes etc.,		Rs 5000/- to Rs10,000/- based on the gravity of non-performance as assessed by TTD
Non Cleaning of overhead Tanks / Syntex and Sumps located in the premises of the building (Once in a Month)	For each observation	Rs5000/- to Rs10,000/- based on the gravity of non-performance as assessed by TTD

If any work/item (not done even though it is not mentioned in agreement) the field staff can impose	on by any authoriz ed TTD officer on duty	The field staff can impose a fine of Rs 2000/- to Rs5,000/-based on the gravity of non-performance
Any information either on paper / personally required by the field staff from the supervisors / technicians must compulsorily submitted		The field staff can impose a fine of Rs 5000/- to Rs8,000/- based on the gravity of non-performance
If the agency failed to procure the Mentioned / minimum required chemicals		Penalty will be imposed double the cost of the shortage of materials/ chemicals in the local market as assessed by the field staff
A certificate/GST bill will be insisted From Authorized dealers for every purchase of chemicals and must be submitted along with claim to field staff for every part bill.		Penalty will be imposed minimum of Rs. 5,000 or as assessed by TTD

NOTE: The above penalties will be doubled in case the same defects repeated.

In addition to the above the Officer in-charge inspects the stores at random and Noticing inadequate stock of consumables maintenance materials may impose suitable penalty subject to the higher of Rs.10,000/- or double the value.

In addition to this the quality control reports will also be taken into consideration for imposing necessary penalties. Further if any TTD senior Officer /Health department/ institution supervisory staff complaints on maintenance then suitable penalties (Based on the gravity of the non- performance) will be imposed as per the conditions of the rooms/surroundings.

It is therefore essential that the contractor should maintain sufficient stock of frequently used materials, machines at site and at laundry keep proper inventory / records. Levy of compensation as above shall not absolve the contractor from his overall responsibilities. Further, suitable penalties will be imposed as compensation towards non-completion of the routine activities indicated in the scope of work by the Additional Health Officer or such other authority designated by TTD shall be the final authority for decision in such matters which cannot be challenged.

The Contractor has to provide excellent services with devotion to TTD. TTD will closely monitor and recognize such services and to that extent an appreciation letter will be issued to the Contractor/ Agency.

1.11. COMPETENT AUTHORITY FOR DECISION AND SPECIAL CONDITIONS

- 1) It shall be accepted as an inseparable part of the contract that in matters regarding competency, efficiency, conduct and behavior, the decision of the officer of TTD who has signed the contract, shall be final and binding on the contractor in all such matters.
- 2) For cleaning materials, a certificate has to be produced from Authorized dealers for every purchase and must be submitted along with claim to field staff and also to the concerned authorities for verification.
- 3) The proposed quantity of cleaning materials required for every month for the FMS activity has to be procured by the agency in every month excluding buffer stock. For any shortage of materials, it is proposed to recover double the amount of cost of shortage of materials. This quantity is going to be minimum quantity and if required the agency has to procure more based on necessity.

CHAPTER-II

GENERAL OBLIGATIONS

2.1) CONTRACTOR TO OBTAIN HIS OWN INFORMATION:

The contractor in fixing his rate shall for all purposes whatsoever be deemed to have himself independently obtained all necessary information for the purpose of preparing his tender. The correctness of the details given in the tender document to help the contractor make up the tender is not guaranteed.

The Contractor shall be deemed to have examined the contract documents to have generally obtained his own information in all matters whatsoever that might affect carrying out the works at the scheduled rates and to have satisfied himself to the sufficiency of his tender.

Any error in description on quantity or in any other aspect i.e., in scheduled rates or any omissions in the contract shall not release the contractor from executing the work comprised in the contract according to drawings if any and specifications at the scheduled rates. He is deemed to know the scope, nature and magnitude of the work and the requirement of materials and labour and the type of work involved etc., and as to what all he has to do to complete the works in accordance with the contract documents whatever be the defects, omissions or errors that may be found in the Contract Documents. The Contractor shall be deemed to have visited the surroundings and to have satisfied himself as to the nature of all existing structures, if any, and also as to the nature and condition of the Railways, roads bridges and culverts, means, of transport and communications whether by land, water or air and as to possible interruptions, there to and the access and agrees from the site to have made enquiries, examined and satisfied himself as to the sites for obtaining required materials to perform the work satisfactorily as per the agreed terms, the sites for disposal of surplus materials,

the available accommodation as to whatever required as depots and such other buildings as may be necessary for executing and completing the works, to have made local independent enquiries as to the variations thereof, storms, prevailing winds, climatic conditions and all other similar matters affecting these works. The Contractor is deemed to have acquainted as to its liability for payment of Government taxes, customs duty, GST, Income tax and other charges. The contractor is deemed to have acquainted as to its liability for payment of Government taxes, customs duty and other charges and extended wages (as amended from time to time) to his staff.

Any neglect or failure on the part of the Contractor in obtaining necessary and reliable information upon the foregoing or any other matters affecting the contract shall not relieve him from any risks or liabilities or the entire responsibility from completion of the works at the schedule rates and time in strict accordance with the contract documents.

No verbal agreement or inference from conversation with any officer or employee of TTD either before or after the execution of the Contract Agreement shall in any way affect or modify any of the terms of obligations herein contained.

2.2) FORCE MAJEURE:

Any delay or any failure in performance of either party hereto shall not constitute default hereunder or to give any claims for damages if any to an extent such as delays or failure of performance which are caused by occurrence such as Acts of God or the public enemy confiscation of facilities by Government authorities, compliance with any order or request of any Governmental authority, acts of way, rebellion or sabotage or damage resulting there from, fires, floods, explosion, riots or illegal strikes(not of the tenderer's staff). The Contractor shall keep record of the circumstances referred to above which are responsible for causing delays in the completion of work and bring these to the notice of the TTD.

2.3) TERMINATION OF CONTRACT

The Department may terminate the Contract if the contractor causes a fundamental breach of the Contract. Fundamental breaches of Contract include these but shall not be limited to the following.

- a. If the Contractor halts work for a continuous period of six (6) hours or more without prior authorization from the Officer-in-Charge, and such stoppage is not reflected in the approved work schedule, it shall be treated as an unauthorized stoppage and liable for termination as per contract terms.
- b. The contractor have to supply of all specified materials before 25th of every month as per contract agreement. If the contractor fails to supply less than 50 % of the estimated quantities in any three months continuously in a year.
- c. If the MAPI of the firm is less than 40%, 3times continuously in a year, duly forfeiting all deposits made by the Contractor. In such an event, no claims shall

- be entertained for any work executed but not paid for as on the date of termination.
- d. If the Contractor is made bankrupt or goes into liquidation other than for construction or amalgamation.
 - e. The Officer-in-Charge gives Notice that failure to attend the complaints / defects is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Officer- in-Charge; and
 - f. If the contractor is proven guilty in the judgment of the Department that he has engaged in corrupt or fraudulent practices in competing for or in the executing the contract.
 - g. For the purpose of this paragraph: "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment to the TTD and includes collusive practice among Tenderers (prior to or after Tender submission) designed to establish Tender prices at artificial non-competitive levels and to deprive the TTD of the benefits of free and open competition/transparency.
 - h. Notwithstanding anything **contained above, the TTD** may terminate the contract for convenience.
 - i. If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secured and leave the Site as soon as reasonably possible.
 - j. **If the deficiency in supply of manpower/materials/machineries exceeds 10% for continuously six months the Contract liable for termination.**

2.4) TTD NOT BOUND BY PERSONAL REPRESENTATION

The Contractor shall not be entitled to any increase on the schedule of rates or any other right to claim whatsoever by reason of any representation, explanation or statement given on alleged representations, promises or guarantees or alleged to have been given to him by any person unless otherwise covered under the agreement.

2.5) IF THE CONTRACTOR DIES

Without prejudice to any of the rights or remedies under this contract, if the contractor dies, TTD shall have the option of terminating the contract without compensation to the Contractor.

2.6) NOTICES

Any notice hereunder served to the Contractor or to his duly authorized representative at the job site or may be served by registered post, e-mail, direct or by RPAD / Speed Post to the address furnished by the Contractor will be considered as proof that it is issued by TTD and it would be conclusive of the contract having been duly informed of all contents therein.

2.7) BANKRUPTCY

If a petition of bankruptcy be filled by or against the Contractor then TTD at its opine that within sixty days of the filling of such petition may cancel this contract and agreement provisions contained in Clause 2.3 above shall apply in such a case.

2.8) PATENTS, ROYALTIES

The Contractor, if licensed under and patent covering equipment, machinery, materials compositions of matter to be used or supplied or methods and process to be practiced or employed in the performance of this contract, agrees to pay all royalties and license fees which may be due with respect thereto. If any equipment, machinery, materials, composition of matters to be used or supplied or methods and processes to be practiced or employed in the performance of this contract is covered by a patent, then the Contractor, before supplying or using the equipment, machinery, materials, composition, methods or process shall obtain such licenses and pay such royalties and license fees as may be necessary for performances of this contract. In event the Contractor fails to pay any such royalty or obtain any such license, any suit for infringement of such patents which is brought against the Contractor or TTD as a result of such failure will be defended by the Contractor at his own expense and the Contractor will pay any damage and costs awarded in such suit. The Contractor shall promptly notify TTD if the Contractor has acquired knowledge of any plaint under which a suit for infringement could be reasonably brought because of the use by TTD of any equipment, machinery, materials, composition, process, methods to the supplied hereunder.

2.9) PUBLICITY

Contractor shall not disclose details of the work to any person or persons except those engaged in its performance and only to the extent required for the particular portion of the work being done. Contractor should not give any items concerning details of the work to the press or a news dissemination agency without prior written approval from TTD. Contractor shall not take any picture on site without specific written approval of TTD representative.

2.10) SCHEDULE OF RATES (PRICE BID)

All the **rates to be quoted by the tenderer** shall be divided in to three parts viz., Service Charges, cleaning chemicals / materials and tools & machinery, Excl. GST and other taxes if any. No extra claim whatsoever on any of these accounts will be entertained.

2.11) ARTICLES OF VALUE FOUND

All gold, silver and other minerals of any description and all precious stones, coins, treasure, relics, antiquities and other similar things which is found in site shall be the property of TTD and the Contractor shall inform the same to the TTD officials and shall from time to time deliver the same to such person or persons indicated by the TTD.

CHAPTER – III

CERTIFICATE AND PAYMENTS

3.1) MOBILIZATION ADVANCE

No mobilization advance shall be paid for the subject work.

3.2) PAYMENT TERMS

- a) The bill shall be prepared by the contractor in the form prescribed by TTD on monthly basis after completion of month after deducting necessary TDS, taxes, **Retention money 5%** on monthly bill amount. The bill in proper form must be duly accompanied by details of work carried out in that month and must show deduction for all previous payment details. Under any circumstances the contractor has to pay the regular monthly wages to the workers on or before 5th of every month regardless of penalties without fail and without waiting for bills from TTD. The Contractor shall not only pay the wages to the workers at the first instance but also pay all the statutory deductions like EPF, ESI etc., worker wise and submit the necessary proof thereof along with claim forms and also after satisfactory production of relevant details such as proof towards payment of salaries, EPF, ESI, etc., payment will be arranged to the contractor within 15 working days.
- b) On basing on the inspection reports by the inspection teams / Evaluation Committee periodical / surprise inspection reports once in a Month to the Additional Health Officer and payment will be made on consolidating the inspection reports, after deducting the fines imposed and other recoveries.
- c) The performance of the Sanitation and Housekeeping services by the agency / Contractor shall be evaluated based on the reports submitted by designated Inspection Teams every month on percentage basis as per Monthly Average Performance Index (MAPI) detailed in Annexure-V. Based on this evaluation, the following recoveries shall be made in addition to surprise inspection penalties of the Health team.

S.No	Proposed Range of MAPI	Proposed recovery
1	85 % and above	Full payment
2	Above 80 % up to 85 %	5%
3	Above 75 % up to 80%	10%
4	Above 70% up to 75%	15%
5	Above 65% up to 70%	20%
6	Above 60% up to 65%	25%
7	Above 55% up to 60%	30%
8	Above 50% up to 55%	35%
9	Above 40% up to 50%	50%
10	Less than 40%	No payment
11	MAPI of the Contractor/ Agency is less than 40%, Three months continuously in a year	TTD reserves the right to terminate the contract at its discretion, duly forfeiting all deposits made by the Contractor. In such an event, no claims shall be entertained for any work executed but not paid for as on the date of termination.

If the grading of the MAPI is less than 40% in any month, no payment will be made for the services rendered and necessary show cause notice will be issued to the Contractor/ Agency to improve their performance.

If the grading of the MAPI is less than 40% continuously three months in a year, then the TTD will terminate the contract duly forfeiting the deposits for the work done with all the penal conditions as per the agreement.

Note: 1) The Penalty amount will be deducted from the Schedule -B amount from the monthly bills.. If schedule B amount is not sufficient, then the contractor has to pay the amount by their end.

2) The Penalty Amount should not affect the wages paid to the workers at any cost.

3.3) ADVANCES

Request for making advance payment on any ground shall not be entertained.

3.4) COMPLIANCE WITH ALL STATUTORY REQUIREMENTS:

The Contractor shall comply with all statutory requirements prescribed by the local as well as State / Central government authorities from time to time and submit a monthly report along with all the required proof of compliance to the employer along with the monthly invoice. The contractor shall produce all the relevant statutory documents for inspection by the TTD and the government authorities.

3.5) PERFORMANCE / COMPLETION CERTIFICATE:

Application for Performance / Completion Certificate: When the Contractor fulfils his obligation under the contract, he shall be eligible to apply for performance / completion certificate. TTD shall issue the performance / completion certificate to the Contractor within three months after receiving an application in writing from Contractor after verifying the completion documents and satisfying himself that the work / service has been completed in accordance with the contract documents.

In case of termination of the contract for TTD convenience as indicated vide clause 2.3 in Chapter – II, the payment shall be made up to the date of termination duly refunding the deposits and also making payment for the materials procured under this contract based on its contemplated life period / balance life period on prorated basis

CHAPTER- IV

TAXES & DUTIES

4.1) Taxes & Duties

- 1) The Contractor shall comply with the provisions of GST and related charging mechanism procedures of GST Act.
- 2) The Contractor has to mention the GST number of TTD in the tax invoice to be issued to TTD. After, that the same has to be uploaded properly in the monthly / Quarterly returns to be filed by the Contractor. If the said amount is not recorded in the GST 2A TTD shall recover, the amounts from the Contractor from time to time.
- 3) The rates included in BOQ (Schedule-A) are exclusive of GST.
- 4) The rate quoted by the contractor, is exclusive of Goods and Service Tax (GST) and all other taxes on all materials that the contractor, will have to purchase for, performance of this contract.
- 5) The contractor must have an active / valid registration number, with the GST authorities within the State of Andhra Pradesh and shall provide copy of registration to TTD and the applicable GST shall be paid by the contractor, to the department concerned. If in case not already registered shall undertake by affidavit to cause registered before Price bid final is action and letter of acceptance for entering of contract agreement and for any such default not only forfeiture of EMD but also be made liable for other civil and penal consequences.
- 6) The contractor will submit regular Invoice / Bill fulfilling all conditions of GST amended from time to time clearly indicating GST registration number, GST classification rate and amount of GST and shall produce proof of deposit of GST in respect of preceding bills received from TTD to the TTD so as to claim the GST amount of the current bill from TTD. The contractor shall produce documental evidence that GST amount in respect of the preceding bills is remitted to the Government and reflected in GST portal.
- 7) Estimate is prepared based on SOR rates / quotation rates for materials labour, charges machinery hire charges etc. which are basic prices with tax (excluding GST). In case of open tenders where the bidders have to quote individual item rates by them the Bidders / Tenderers shall quote rates excluding GST only but including all other, taxes.

- 8) The GST liability is as per the rates of tax applicable (if the contract is not exempted from GST concerned), as per of the G.O.Ms.No.58, Finance(WR.I), Dept., dt.08-05-2018 and other relevant GOs/ Circulars/ Clarifications/ amendments etc., being issued from time to time by the Government of Andhra Pradesh/ GOI. The contractors are requested to ascertain themselves regarding the applicability of GST and the prevailing rates thereof, while tendering and more so while making the payment of GST to the department. In this regard, TTD will not undertake any responsibility whatsoever.
- 9) The service provider / contractor, is liable to pay GST which can be deducted at source under, Sec.51-GST Act, 2017 on every respective bill payment made by TTD which includes all components as per Sec.15(2) -GST Act, 2017.
- 10) It is the responsibility of the contractor, to pay the applicable GST in time and TTD will not be responsible in the regard. Any delay in payment of GST by the tenderer for whatsoever reasons the responsibility lies on the tenderer and any penalties interest levied in this regard shall be borne by the tenderer only and such penalties interest will not be paid by TTD. Even if the contractor pays any extra amount towards GST than the applicable GST the payment from TTD will be limited to the applicable GST only. There shall not be any excess payments to the agency on account of GST and para (8) of G.O.Ms No. 58 Finance (WR.I) Dept.dt.08-05-2018 specifies that the tax liability under GST shall be taken into consideration at the time of invoicing and payment there on as per the terms and conditions of the agreement between the contractor and TTD. Department shall ensure that there shall not be any excess payments to the contractor.
- 11) The contractor shall pay the applicable GST and shall satisfy TTD w.r.t GST claims.
- 12) All the rules as per, GST ACT-2017 and its amendments and all Notifications / Government Orders (GOs) issued from time to time by the Govt. of India (GOI) and Govt. of Andhra Pradesh with regard to GST are applicable.
- 13) Revenue Department Govt. of Andhra Pradesh has issued a notification on tax deduction at source of section 51 of GST Act and the guidelines for deduction and deposits of TDS w.e.f. 01-10-2018 vide GO MS No.482 Revenue (Commercial Taxes-II) Dept. date 24-09-2018. As per the present guidelines GST at 2% (CGST at 1% and SGST at 1%) for intrastate or 2% at IGST for, interstate transactions will be deducted on the taxable amount payable and necessary TDS certificate will be issued. Any amendments in this regard issued from time to time will apply.

- 14) As per, clause 60 of APSS the contractor, is bound to produce as required by the employer all invoices receipts bills accounts vouchers licenses permissions etc. compliance of labour Laws applicable if any safety and standard certificates applicable if any and produce all the above and also any exemption from GST for GST/CGST/IGST availed by and or available to him for GST in so far, as the works contract concerned with TAN & respective Registration particulars Seigniorage NAC Labour, Cess etc. to even any component or any part of the contract works in so far, as the works contract concerned.
- 15) The deposits (EMD / FSD) of the work will be released only when the contractor produces the documental evidence that GST in respect of final bill received is remitted to the Government and reflected in GST portal.
- 16) During course of contract if the contractor claims any exemption towards GST the same must be intimated to the Employer and to the extent GST (Works Contract) will not be paid separately.
- 17) The TTD will pay GST (Works Contract) at the applicable rates from time to time and as per the provisions of the agreement. The bidders are advised to quote their most competitive rates duly considering the input tax credit due to payment of GST on materials machinery services etc. for due fulfilment of the contract.

4.2) DISPUTES & DIFFERENCES

Decision of the TTD regarding performance of contract, levy of compensation for Delay etc., and payments for contract work of extra work done shall be final and binding on the contractor. However, any dispute arising out of this contract can be referred to Arbitration as per Indian Arbitration and Conciliation Act 1996.

4.3) JURISDICTION

For the purpose of the notice inviting tender for facility management services, acceptance of tender and its finalization and agreement, shall be deemed to have taken place within the state of ANDHRA PRADESH and the courts at **Tirupati and High Court of A.P** shall only have jurisdiction over the matters arising under or out of this agreement.

4.4) INSURANCE

- a) The Contractor shall provide the joint names of the Department and the insurance cover from the Start Date to the end of the Defects Liability Period

after completion for the following events which are due to the Contractor's risks.

- i) loss of or damage to the Works, and Materials;
 - ii) loss of or damage to the Equipment;
 - iii) loss of or damage of property in connection with the Contract; and
 - iv) Personal injury or death of persons employed for contract.
- b) Policies and certificates of insurance shall be delivered by the Contractor to the Officer-in-charge at the time of concluding Agreement. All such insurance shall provide for compensation to be payable to rectify the loss or damage incurred.
- i) The contractor shall furnish insurance policy in force in accordance with proposal furnished in the Tender and approved by the Department for concluding the agreement.
 - ii) The contractor shall also pay regularly the subsequent insurance premium and produce necessary receipt/policy to the Officer-in- Charge, well in advance.
 - iii) In case of failure to act in the above said manner, the department will pay the premium and the same will be recovered with penalty from the Contractor's payments.
- c) Alterations to the terms of insurance shall not be made without the approval of the Officer-in-Charge.

CHAPTER – V

LABOUR LAWS AND SAFETY REGULATIONS

5.1) LABOUR LAWS

- i. No staff below the age of 18(eighteen) years shall be employed on the work.
- ii. The Contractor shall not pay less than what is provided under law to personnel engaged by Him or his Sub Contracts on this work, for work done other than on item rates basis.
- iii. The Contractor shall at his expenses comply with all labour laws and keep the TTD indemnified in respect thereof.
- iv. The Contractor shall exclusively be liable for non-compliance of the provision of any Acts, Laws, Rules and Regulations having bearing over engagement of labour / worker(s) directly or indirectly for subject work under this Contract.

5.2) CONTRACTOR TO INDEMNIFY TTD

- i. The Contractor shall indemnify TTD and every member officer and employee of TTD claims, demands, costs and expenses whatsoever arising out of any failure by the Contractor in the performance of the obligations on relevant labour laws, Acts, Regulations, etc. and under the contract documents. TTD shall not be liable for or in respect of any demand or compensation payable by law in respect or in consequence of any accident or injury to any work men or other person in the employment of the Contractor or his sub-Contractor. The Contractor shall indemnify and keep indemnified TTD against all such damages and compensation and against all claims, damages, proceedings, costs, charges and expenses whatsoever in respect there of or in relation thereto.
- ii. The Contractor shall under take to indemnify TTD against all actions, suits, proceedings, claims, losses, damages etc., which may arise under Minimum Wages Act, Fatal Accident Act, Workmen Compensation Act, Shops & Establishment Act, Family pension & Deposit Linked Insurance scheme or any other Actor statutes no there in specifically mentioned having any direct or indirect application for the person(s) engaged under this contract by him.
- iii. The Contractor shall defend, indemnify and hold TTD harmless

from any liability, which may be imposed by the Central, State or Local Authorities and also from all claims, suits arising out of or by reason of the work provided by this contract including any liability that may arise out of accident, whether brought by the employees / labour of the Contractor or by the third parties or by the Central or State Government authority or any sub-division thereof.

- iv. TTD shall not be responsible for any claim /compensation that may arise due to damages/injuries/pilferage to the Contractor's employee(s) /staff / labour under any circumstances while an employee(s) / labours engaged in the TTD's duty under the contract.
- v. The Contractor shall make regular and full payment of wages / salaries etc. as applicable as per rules in force and any other payments due to his employees/labour and furnish necessary proof whenever required by TTD.
- vi. The contractor shall ensure to pay new wages of TTD Board of Trustees as per TTD Res.No.326, Dated:09/10/2023 & Proc.Roc.No.TTD-88021(31)/12/2023-COC SEC-TTD, Dated:14/10/2023 to the labour employed by the mas enforced by the Govt. of A.P. from time to time including VDA etc., and other allowances as per Indian contract Act. In the case of any incentives paid by TTD to the workers, the same shall be paid in full amounts to the workers and the taxes thereon, if any shall be additionally borne by the agency. However, TDS certificate will be given for the tax deducted.

5.2.1) PAYMENT OF CLAIMS AND DAMAGES:

- i. Should TTD have to pay any money in respect of such claims or demands as aforesaid the amounts paid and the costs incurred by TTD shall be charged and paid by the Contractor and the Contractor shall not be at liberty to dispute or question the right of TTD to make such payments, notwithstanding same may have been made without his consent or authority or in law or other wise to the contrary.
- ii. In every case in which by virtue of the provision of Section12, sub-section (1) of Workmen's compensation Act 1923 or other applicable provision of Workman's Compensation Act or any other Act, TTD is obliged to pay compensation to work men employed by the Contractor in execution of the Works, TTD will recover from the Contractor the amount of the compensation so paid; and without prejudice to the rights under section12, sub-section (2) of the said Act, TTD shall be at liberty to recover such amount or any thereof by deducting it from the security deposit or from any sum due to the Contract or whether under this contract or otherwise. TTD shall not be bound to contest any claim made under

section 12, sub-section (1) of the said Act, except on the written request of the Contractor and upon his giving to TTD full security for all costs for which might become liable in consequence of contesting such claim.

5.2.2) EMPLOYMENT LIABILITY

i. The Contractor shall be solely and exclusively responsible for engaging or employing persons for the execution of work. All employees engaged by the Contractor shall be on his/their pay-roll and paid by him / them excepting for the works given on JOB / Unit basis. All disputes or differences between the Contractor and his /their employees shall be settled by him/them. TTD has absolutely no liability whatsoever concerning the employees of the Contractor. The Contractor shall indemnify the TTD against all losses or damages or liabilities arising out of or in the course of his / their employing persons or relations with his / their employees. The Contractor shall make regular and full payment of wages and salaries to his employees and furnish necessary proof whenever requested by the TTD. In case of any genuine complaint by any employee of the Contractor or his sub-Contractor regarding non-payment of wages, salaries or other dues, TTD reserves the right to make such payments directly to such employee or sub-Contractor of the Contractor and recover the amount in full along with hefty penalty or the default from the bills of the Contract or and the Contractor shall not claim any compensation or re- imbursement thereof. The Contractor shall comply with the wages as mentioned in the Schedule –A of BOQ as per resolution (TTD Res.No.326, Dated:09/10/2023) applicable to the area with regard to payment of wages of his employees

ii. The Contractor shall advise in writing to all his employees and the employees of his sub-Contractor as follows:

“It is to be fully under stood that your appointment is only in connection with our facility management contract with TTD and that it does not give you any right or claim for employment with TTD”.

5.3) FAIR WAGE CLAUSE

- i. The contractor shall pay not less than fair wages to labour engaged by him on the work.
- ii. “Fair” wages means wages whether for time or piece work notified by the Government from time to time in the area in which the work is situated.

- iii. The contractor shall not with-standing the revisions of any contract to the contrary cause to be paid to the labour, indirectly engaged on the work including any labour engaged by the sub-contractor in connection with the said work, as if the labour had been directly employed by him.
- iv. In respect of labour directly or indirectly employed in the works for the purpose of the contractor's part of the agreement the contractor shall comply with the rules and regulations on the maintenance of suitable records prescribed for this purpose from time to time by the Government. He shall maintain his accounts and vouchers on the payment of wages to the labour to the satisfaction of the head of FMS.
- v. The officer-in-charge / head of the **Department** shall have the right to call for such record as required to satisfy himself on the payment of fair wages to the labour and shall have the right to deduct from the contract amount a suitable amount for making good the loss suffered by the worker or workers by reason of the "fair wages" clause to the workers.
- vi. The contractor shall be primarily liable for all payments to be made and for the observance of the regulations framed by the Govt. from time to time without prejudice to his right to claim indemnity from his sub-contractors.
- vii. As per contract labour (Regulation and abolition) Act. 1970 the contractor has to produce the license obtained from the Licensing Officers of the Labour Department along with the tender.
- viii. Any violation of the conditions above shall be deemed to be a breach of his contract.
- ix. Equal wages are to be paid for both men and women if the nature of work is same and similar.
- x. The contractor shall arrange for the recruitment of skilled and unskilled labour locally and imported to the minimum extent necessary to complete the work within the agreed period as directed by the Officer-in-charge.

5.4) COMPLIANCE TO LABOUR REGULATIONS:

- i. During continuance of the contract, the contractor and his subcontractors shall abide at all times by all existing labour enactments and rules made there under, regulations, notifications and by laws of the State or Central Government or local authority and any other labour law (including rules), regulations, byelaws that may be passed or notifications that may be issued under any labour law in future either by the State or the Central Government or the local authority and also applicable labour regulations, health and sanitary arrangements for workmen, insurance and other benefits. Salient features of some of the major labour laws that are applicable to industry are given below but they are not exhaustive. The contractor shall keep the Department indemnified in case any action is taken against Department by the competent authority on account of

contravention of any of the provisions of any Act or rules made there under, regulations or notifications including amendments. If the Department is caused to pay or reimburse, such amounts as may be necessary to cause or observe, or for non-observance of the provision stipulated in the notifications /byelaws /Acts /Rules /regulations including amendments, if any, on the part of the contractor, the Engineer-in-charge /Department shall have the right to deduct any money due to the contractor including his amount of performance security. The Department / Engineer-in-Charge shall also have right to recover from the contractor any sum required or estimated to be required for making good the loss or damage suffered by the Department.

- ii. The employees of the Contractor and the Sub-contractor in no case shall be treated as of the Department (TTD) at any point of time.

5.5) SALIENT FEATURES OF SOME MAJOR LABOUR LAWS APPLICABLE TO ESTABLISHMENT ENGAGED IN WORK:

- a) **Workmen compensation Act 1923:** The Act provides for compensation in case of injury by accident arising out of and during the course of employment.
- b) **Employees P.F. and Miscellaneous provision Act 1952:** The Act provides for monthly contributions by the Employer plus workers @ prevailing rates. The benefits payable under the Act are:
 - (i) Pension or family pension on retirement or death, as the case may be.
 - (ii) Deposit linked insurance on the death in harness of the worker.
 - (iii) Payment of P.F. accumulation on retirement/death etc.,
- c) **Contract Labour (Regulation & Abolition) Act 1970:** The Act provides for certain welfare measures to be provided by the contractor to contract labour and in case the Contractor fails to provide, the same are required to be provided by the Principal Department by Law. The Principal Department is required to take certificate of Registration and the contractor is required to take license from the Designated Officer. The Act is applicable to the establishments or Contractor of Principal Department if they employ 20 or more contract labour.
- d) **Minimum wages Act 1948:** The Contractor is supposed to pay not less than the Minimum wages fixed by appropriate Government as per provisions of the Act if the employment is a scheduled employment.
- e) **Payment of wages Act 1936:** It lays down as to by what date the wages are to be paid, when it will be paid and what deduction can be made from the wages of the workers.

- f) **Equal Remuneration Act 1979:** The Act provides for payment of equal wages for work of equal nature to Male or Female workers and for not making discrimination against Female employee in the matter of transfers, training and promotions etc.
- g) **Child Labour (Prohibition & Regulation) Act 1986:** The Act prohibits employment of children below 14 years of age in certain occupations and processes and provides for regulation of employment of children in all other occupations and processes; Employment Child Labour is prohibited in Building and Construction Industry.

5.6) SAFETY REGULATIONS:

- i. The contractor shall take necessary precautions for safety of the workers and preserving their health while working in such jobs, which require special protection and precautions. The following are some of the measures listed but they are not exhaustive and contractor shall add to and augment these precautions on his own initiative where necessary and shall comply with directions issued by the Health Officer / Officer-in-charge or on his behalf from time to time and at all times.
- ii. Contractor shall supply workmen with proper belts, ropes etc., when working at restricted places.
- iii. Taking necessary steps towards training the workers concerned on the machinery before they are allowed to handle them independently and taking all necessary precautions in and around the areas where machines and similar units are working. In respect of all staff, directly or indirectly employed in the work for the performance of Contractor's part of this agreement, the Contractor shall at his own expense arrange for all the safety provisions as per safety codes of CPWD, B.I.S, the Electricity Act and such other Acts as applicable.

ANNEXURE – I

MATERIALS: General sanitary consumables and accessories for guidance or equivalent as approved by the department

S.No	Description of Item	Specification
1	Bleaching powder	35-40% available chlorine, ISI mark, lab analysis report, date of expiry 18months from date of supply.
2	Block Removal Rubbers with sticks	Branded
3	Bamboo Baskets	600grms in dry condition, Upper dia 40 — 45 cms
4	Coconut Brooms	Each broom bundle 500 gms, length > 95 - 100 cm, wt of 100 bundles should be 50 kgs.
5	Caustic soda	ISO 252:2013 flakes, grade RAYAN
6	C.C. Brushes (Coir/plastic)	ISO 13466:1992, ISO 13586:1993, ISO 13525:1992.
7	Cleaning powder	Stain and dish cleaning, detergent base, ISI / Sabeena or equivalent
8	Garbage covers (Green)	> 50 microns thickness, each bag wt. 90 to 95 gms, height 115 to 120 cms, upper circumference 170 to 175 cms.
9	Garbage covers (Black)	> 50 microns thickness, each bag wt. 90 to 95 gms, height 115 to 120 cm s, upper circumference 170 to 175 cms.
10	Garbage covers (Blue)	> 50 microns thickness, each bag wt. 90 to 95 gms, height 115 to 120 cms, upper circumference 170 to 175 cms.
11	Lime powder	IS 1540 — Appearance: Fine, white, or greyish-white powder, shelf life - 12-18 months, Minimum 85% to 90% (Grade A/B), typically 98% passing

		through a 200-mesh sieve.
12	Moping swabs with pipe	Wt. 375 to 400 gms, mop yarn length 14 to 15" handle 5 ft, threaded nipple at bottom to fix.
13	Naphthalene balls	Branded, 1kg packets.
14	Odonil cakes	Branded, Expiry: 18 months from the date of supply.
15	Jasmine	Branded, concentrated oil with high fragrance, ISI
16	Scented Phenyl (Concentrated)	A - Grade liquid form RWC Minimum-5, compound weight per ltr 940 to 970 gms
17	Soap oil/Floor Shine	Detergent action with thick concentrate d made as per ISI, Suitable for Surface Plastic, Granite, Glass, Tiles, With a refreshing fragrance and strong grease-cutting action.
18	Scrubber pads	Medium size
19	Washing soda	Made of TATA chemicals or Any other, light soda ash 50 kgs Bag
20	Rubber Wipers	Rubber Pad Length : 16 –20" , threaded type to fix M.S Pipe.
21	Hill Brooms	Wt. 485 to 500 gms, length 100 to 105 cms
22	24" long coir brushes with stick	Coir part width 4 " , brush width 3 to 3.5 " , length 4 " , coir part to fit 5 feet stick
23	12" long T- Brush with stick (plastic)	Branded
24	Wooden round coir brush	For toilet cleaning
25	Scrubber pad with handle (doodle bug)	Scratch bite / Star wash
26	Disposable Masks	Pleated style ear loops, High filtration efficiency
27	Rubber Hand gloves	Class 2 Rubber Insulating Glove with Counter Cuff - 18"
28	Sanitizer - 250 ml	Brand Name: Himalaya disinfectant hand sanitizer 500 ml
29	Fibre glasses	200ml, Polycarbonate, Break resistant, heavy duty, light weight, microwave safe

30	Odonil Room Fresheners	Branded
31	Toilet disinfected cleaner (Harpic)	Branded
32	Colin 500ml Glass Cleaner	Branded
33	Plastic basket type	Branded
34	Black Rubber Foot Mats Small	L 100 cms X W 50 cms X 2 Cms thickness Anti slip
35	Black Rubber Foot Mats Big	L 147 Cms X W 97 cms x 2 cms thickness Anti slip
36	Bamboo sticks	5 ft length, strong, handy.
37	Coir Mat Red (50 Mtrs roll)	width 90 cm X Length 50 mtrs
38	Cob-Web removal sticks	6 feet, Aluminum pipe with round smooth plastic brush at top, brush outer dia 30 to 35 cm, inner dia 20 to 25 cm brush weight 150 to 175 gms, brush length 5 to 6 cms.
39	Drain spades	Stick length 5 feet, drain spade 7x6 inches, gauge 21 to 22
40	Iron scrappers	L 16 to 18 x W 14 to 15 cms, wt 100 to 112 gms made from GI plain sheet 1 cm folded one side for proper handling
41	Plastic dust bins 50 Ltrs	Branded made with Virgin plastic
42	Plastic dustbins 10 Ltrs	Branded made with Virgin plastic
43	Plastic buckets 20 Ltrs	Branded made with Virgin plastic
44	Plastic buckets 3 Ltrs	Branded made with Virgin plastic
45	Plastic Winnows Small	Branded made with Virgin plastic
46	Plastic mugs 2 Ltrs	Branded made with Virgin plastic
47	Rubber hose pipe 20 mm 3 rolls (100 mtrs)	Brand name Dunlop, inner dia 3/4", thickness 4 to 5 mm, nylon branded hole / foil hole
48	SS Drums with Lid for Drinking water (60 Ltrs) (Per year)	Stainless Steel And Heavy Steel Standard sizing features a diameter of approximately 370mm to 380mm and a height of 590mm to 610mm with ISI mark.

49	SS Jugs (2 Ltrs) (Per Year)	Ranging from 2L, these jugs include a reinforced ergonomic handle and a precision-engineered non-drip spout for controlled pouring.
50	Plastic dust bins without lid 100 Ltrs (Green)	Branded - Chetan / Nilkamal / Milton / Prakash (Virgin plastic)
51	Plastic dust bins without lid 100 Ltrs (Blue)	Branded - Chetan / Nilkamal / Milton / Prakash
52	Temprid	Imidacloprid (21%) + Beta-Cyfluthrin (10 %) - Fly control
53	Rat Sticking Gum Pads Big	Branded - 17.5 x 22 cms (PCI)
54	Rat Sticking Gum Pads Small	Branded
55	Back mounted battery operated sprayers 12 Ltrs capacity (per Year)	Branded
56	Aerosol Sprayers (Hit)	HIT / Morten (Big size)
57	Uniform- Aprons (3 pairs per year per person)	Laboratory Model, Similar for male & female
58	ID card	As specified by the Authorities
59	Radium jackets (1 No. per 6 months)	Different standard sizes
60	Gum boots per year 2 pairs	PVC, for outdoor activities, protecting feet from water, oil & Sharp objects
61	Coconut Oil (350 ml per month per worker)	Quality BIS standards – oil content 65 to 70%
62	Soaps (125 grams)	Antiseptic, antibacterial soaps with over 76% TFM are classified as Grade 1,
63	Cotton Towels (1 per 4 months)	1. 100 % Cotton 2. Design, strips & checks in different colors 3. Towel weight - 250-260 grams 4. Length- 160-162 cms 5. Width - 75-77 cms EPI - 44, PPI:40, Supply in one spell

Note: The above mentioned items are to be got approved from the Department by the contractor at his own cost before the commencement of the contract duly submitting valid proven certificates / record of functional usage. The products which are approved

are to be used in the work.

All the Environmentally friendly products shall be got prior approval by the officer- in-charge. Also, it is advised to procure TTD Panchagavya products where ever applicable products are available.

If the performance of the eco / Environmentally friendly products is not satisfactory, the officer-in-charge will instruct to replace the same with the alternative product for smooth and satisfactory functioning of activities and the decision of officer-in-charge is final in this regard.

HOUSE KEEPING: Only brands with ISI mark is permitted (like Milton, Chetan and Nilkamal or equivalent ISI brands)

Toilet Brush, Steel scrubbers, Nylon Scrubbers, Wipers, Dry mop refills, Wet mop refills, Air freshener tins Urinal cakes, Hand Gloves, Nose Masks, Garbage covers, Spray guns, Big buckets, Small buckets, Big Dust bins with lid, Small Dust bins with lid, Mugs, Lime Powder, Dust pans, Mop sticks, Mop clips, Block Remover Rubber Material Kits, Foot mats etc.,

Standard operating procedure (SOP) for services (machinery are for guidance only, however equivalent materials will be permitted subject to approval by the Officer in charge).

- The company dilution control systems should be provided at all the strategic places.
- Place appropriate warning signs whenever and wherever it is applicable.
- Clear the area from any debris which is litter across all the places.
- Clear and clean the dust bins and replace the liners as per requirement.
- Clean the overhead for any obvious dusts like cob webs etc.,
- Vacuum clean the rooms and corridors etc.,
- Clean all the cleanable vertical surfaces including up to accessible level with Environment friendly Products / Chemicals as approved by TTD – once a day
- Remove foot matting from the designated space and dry mop the floor to remove the dry dust –As and when required.
- Mop/Scrub clean the floor with auto scrubber dryer with Environment friendly Products / Chemicals as approved by TTD for inside the rooms and corridors once in a week.
- Scrub staircase with PBT brush once in a month
- Vacuum the floor mats and ensure the floor mat well is dried thoroughly before placing it back-As and when required.
- Dry mopping the corridor Floor every two hours, frequency will increase depending on the traffic.
- Report and record for any unusual observations or damage to the facility head.
- Environment Friendly Products / Chemicals as approved by TTD for Air freshener is to be sprayed in the rooms after cleaning is over.
- Dry and wet mopping of the rooms for every check out or as and when required with appropriate procedure, machinery (depending upon feasibility and availability of rooms) & Environment Friendly Products/ Chemicals (as approved by the TTD) as directed by the TTD.
- Clear and clean the lockers inside and outside as per requirement and maintain in a

clean and tidy manner at every time.

PERIODIC CLEANING PROCEDURE FOR COMPARTMENTS, HALLS, SHEDS, KALYANAKATTAS & INSTITUTIONS (15 DAYS ONCE OR AS AND WHEN REQUIRED)

ACTIVITIES:

- i. Cleaning of cob webs, fans, tube lights, switch board, main door and grills.
- ii. Cleaning of bath room vertical Walls (if it is tiles), floor, sink, mirror and water closet.
- iii. Cleaning of vertical walls in the main rooms, windows.
- iv. Finally Spray Environment Friendly Products / Chemicals as approved by TTD (Air freshener)

MACHINES:

- i. Hot & Cold high pressure jet cleaning machine of approved make by the Department, Single Disk machine (150 to 200 rpm) & Dry / Wet Vacuum cleaner (20 to 25 kPa), Scrub with approved brand floor cleaners in rooms and in corridors scrub with Auto Scrubber (700 to 800 Sq. M / Hr.) along with approved brand of floor cleaners.
- ii. The agency shall maintain all the machines mentioned in “**ANNEXURE-VII**” in good working condition at all times. If the agency feels that additional machines are required for achieving better performance, they may be provided within their scope.
- iii. **If any machine goes out of order, the agency shall get it rectified within 48 hours and till that time an alternative machine shall be pressed into service. For this, the agency shall maintain a separate set of all machines in good working condition as standby.**

TOOLS: PBT brush or equivalent, Squeeze with pole, Wet mopping system, Glass cleaning kit, Microfiber dusting cloth, WC brush, Power pads etc.

DEEP CLEANING:

- i. Cleaning of all halls, rooms, common areas with appropriate chemicals by using machinery.
- ii. All glass surface mirrors need to clean with Environmental friendly products / Chemicals as approved by TTD — with microfiber cloth.
- iii. Thorough scrubbing the floors / Replace the dirty dust bins as per requirement
- iv. Wipe the vertical walls with Environment friendly Products / Chemicals as approved by TTD —All the tiles vertical walls **once in a month**.
- v. Use Crew Emeral with the help of Power Pad for the removal of any stubborn stains and water streak marks and hard water deposits- **Once in a week**.
- vi. Scrub & clean the toilets with Environment friendly Products / Chemicals as approved by TTD regularly. Use Descaler to remove scaling on the floors.
- vii. Environment friendly Products / Chemicals as approved by TTD with the help of microfiber dusting cloth need remove dry dust on the wooden surface and spray Environment friendly Products / Chemicals as approved by TTD on fresh microfiber cloth and wipe the surfaces completely.
- viii. Wash the foot mats with high pressure water jet.

- ix. All hard floors need to be scrub with scrubbing machines using Environment friendly Products / Chemicals as approved by TTD.
- x. Finally spray Environment friendly Products / Chemicals as approved by TTD (Air freshener).

BUILDINGS / AREAS / TOILETS: (Every day)

Sweeping of the buildings (inside & outside), clean the dust on the window grills, cupboards, tables, chairs, mirrors, doors etc.,

TOILETS: (As mentioned at scope of work)

- i. Before applying the environment friendly products / chemicals as approved by TTD for toilet cleaning, flush once and apply toilet bowl cleaner by environment friendly products / chemicals as approved by TTD inside the WC and urinals and spread evenly with a toilet brush-once in a day or as and when it is required.
- ii. spray disinfectant environment friendly products / chemicals as approved by TTD and scrub the walls, counter tops, wash basins, partitions and fixtures, using mild scrubbing pad - every day (every 2 hours in general toilets)
- iii. Wipe the complete area sprayed with environment friendly products / chemicals as approved by TTD disinfectant cleaner for every check out or as and when required.
- iv. Go back to WC and urinals to scrub it with toilet brush and flush. scrub cleans the toilet seat, seat cover and the outer surfaces of the WC & urinals environment friendly products / chemicals as approved by TTD for disinfection cleaner and wipe it dry – once in a day.
- v. Finally spray environment friendly products / chemicals as approved by TTD (air freshener).
- vi. Scented phenyl to be used as directed by the department.

NOTE: The dilution of the chemicals to be used shall be as per the manufacturer's guidelines. The chemicals mentioned or its equivalent as approved by the department alone shall be used.

Electricity, water supply The electricity & water required for the services will be provided by the TTD for operations of Facility Management Services, general lighting, and ventilation within the premises is only for the purpose of outsourced services of the facility management services on free of cost. Electricity shall be used strictly for operating the required tools and equipment essential to the services under this contract. The bidder will however use power, water judiciously and will ensure that there is no wastage. Otherwise, disciplinary action will be initiated. This activity is not at all permitted in TTD premises under any circumstances.

ANNEXURE – II
SUBMISSION OF TENDER

To
The Additional Health Officer,
Tirumala Tirupati Devasthanams,
Tirupati.
Sir,

SUB: - "Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package in TTD, Tirupati for a period of 36 months".

I/We hereby submit the Tender and if this tender is accepted, I/We undertake to execute the above work described in the specification etc. and any such variation by the way of alternations or additions to and omissions from the said work and methods of payment are as provided in the conditions of contract. I/We fulfil the eligibility criteria as per Conditions of Contract. We have gone through the various terms and conditions and I/We agree to undertake the work. I/We agree to keep the offer in the tender open for acceptance of Competent Authority of TTD for a period of 90 days as mentioned in the tender notice and undertake not to modify the whole or any part of it for any reasons within the above period. If the tender is withdrawn by me/us for any reason whatsoever, the TTD shall have the right to forfeit the earnest money deposited by me/us. I/We have carefully read and understood the instructions in the tender document and that I/We have made such examinations of the contract documents and of the location of the said work and other investigations required for execution of the work in the contract and in the said scope of work and distinctly agree that; I/We shall not thereafter make any claim or demands upon the Authority based upon arising out of any alleged misunderstanding or misconception or mistake on my/our part of the said requirements conversant, agreements, stipulations, restrictions and conditions.

I/We enclose herewith a BG / online payment challan [name of the Bank amounting to Rs.....as EMD for Category..... drawn on towards Earnest Money which shall not bear any interest and agree to the conditions mentioned regarding total amount of EMD and refund in case the bid is not successful. I also agree for extension of DD for the required period to keep the tender valid for 6 months from the date of opening of technical bid.

I/We shall enter into the required agreement as prescribed failing which I/We agree to the forfeiture of the earnest money. I/We fully understand that written agreement to be entered into between me/us and the Authority shall be the basis of the rights of both the parties and contract, shall not be deemed to be completed until agreement has been first signed by me/us and then by the officer authorized to enter into contract on behalf of TTD.

Signature of contractor with Complete address

Dated the.....day of 2026

**PROFORMA BANK GUARANTEE FOR “E.M.D.”
(As per the RBI Guidelines)**

To,
Executive Officer
Tirumala Tirupati Devasthanams
Tirupati- 517501

WHEREAS, M/s. **Company Name** registered/head office at Address(Name of contractor) (Hereinafter called "the contractor") is submitting his tender (Date) for the (Name of Work and Tender ID/ NIT No) (Hereinafter called "the Tender")

KNOW ALL PEOPLE by these presents that we Bank Name body corporate constituted by the Banking companies (Acquisition & Transfer of Undertaking) Act, 1970 (name of bank) having our registered office at Address and having its branch at (Branch Address)(Hereinafter called "the Bank")are bound unto _____, (hereinafter called "the client") the sum of Rs____/- (Rupees _____ only). for which payment well and truly to be made to the said client the Bank binds itself, his successors and assigns by these presents.

SEALED with the Common Seal of the said Bank this..... Day of..... 20....

THE CONDITIONS of this obligation are:

- (1) If after tender opening the Contractor withdraws, his tender during the period of validity of tender (including extended validity of tender) specified in the Form of Tender;
 - (2) If the contractor having been notified of the acceptance of his tender by the Registrar Central University:
 - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to contractor, if required;
- OR
- (b) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and Instructions to contractor,
- OR
- (c) fails or refuses to start the work, in accordance with the provisions of the contract and Instructions to contractor,

OR

(d) fails or refuses to submit fresh Bank Guarantee of an equal amount of this Bank Guarantee, against Security Deposit after award of contract.

We undertake to pay to the client either up to the above amount or part thereof upon receipt of his first written demand, without the client having to substantiate his demand, provided that in his demand the client will note that the amount claimed by him is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date* (_____) after the deadline for submission of tender as such deadline is stated in the Instructions to contractor or as it may be extended by the client notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

Notwithstanding Anything To The Contrary Contained Hereinabove

The Bank's liability under this Bank Guarantee shall not exceed Rs ____/- (Rupees _____ only).

b) This bank Guarantee shall be valid up to _____(Expiry date)

The Bank is liable to pay the guaranteed amount or part thereof under this Bank Guarantee only and only if the beneficiary serves upon the Bank a written claim or demand on or before ____ (Expiry date)

As per Exception 3 to Section 28 of Indian Contract Act, 1872, the statutory claim period will be up to one year of the Validity period of this Bank Guarantee. In other words, the Bank issuing such guarantee will not be liable under such guarantee to the beneficiary after the expiry of one year from the validity period, regardless of period of limitation under the Limitation Act, 1963."

PROFORMA BANK GUARANTEE FOR ADDITIONAL FURTHER SECURITY DEPOSIT

(name and address of Department)

WHEREAS name and address of Contractor)

(hereinafter called "the Contractor") has undertaken, in pursuance of Contract No.dated: to execute [name of Contract and brief description of works] (hereinafter called "the Contractor");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a Schedule bank for the sum specified therein as Additional further security bank guarantee for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee;

NOW THEREFORE we hereby afContractor/ Agency that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of Rs. [amount of guarantee] [in words], such sum being payable and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of [amount of guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to and until 28 days from the date of completion.

Signature & seal of the Guarantor

Name of Bank

Address

Date

PROFORMA

BANK GUARANTEE FOR ADDITIONAL FURTHER SECURITY DEPOSIT

(Name and address of Department)

WHERE AS name and address of Contractor)

(hereinafter called "the Contractor") has undertaken, in pursuance of Contract No. _____ dated: _____ to execute _____ [name of Contract and brief description of works] (hereinafter called "the Contractor");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a Schedule bank for the sum specified therein as Additional further security bank guarantee for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee;

NOW THEREFORE we hereby afContractor/ Agency that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of Rs. _____ [amount of guarantee]

[in words], such sum being payable and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of [amount of guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to and until 28 days from the date of completion.

Signature & seal of the Guarantor

Name of Bank

Address

Date

AGREEMENT

This agreement made on theday of 2026 between Tirumala Tirupati Devasthanams, Tirupati and having office at TTD Admin. Building, Tirupati, Tirupati district, Andhra Pradesh (here in after referred to as “TTD” which expression shall unless repugnant to the context or meaning thereof include its administrators, successors and assigns) of FIRST PART.

And M/s, incorporated under the provision of and

Having its registered office at (Herein after referred to as “Contractor” which expression shall unless repugnant to the context or meaning thereof include its administrators, successors and assigns) of Second PART.

Now this agreement witnesses as follows

- 1) In this agreement word and expressions all have the same meanings as are respectively assigned to the terms and conditions of contract herein after referred to.
- 2) The following documents shall be deemed to form, be read and construed as part of this agreement viz
 - A. Invitation of tender, information and instructions for tenders
 - B. Details of the contractor and fulfillment of eligibility criteria
 - C. General conditions of contract.
 - D. Submission of tender, Acceptance of offer, this contract agreement
 - E. Qualification and Experience required
 - F. All the annexures regarding Scope of services
- 3) In consideration of such rate quoted by the contractor for categoryand accepted by TTD the agency hereby covenants to complete the services in all respects of conformity with the provisions of the contract.

In witness where of the parties have hereinto set their respective hands and seals on day...2026 Year.

Signed and delivered for TTD by the agency

Name and Address

ANNEXURE – III

Methodology for assessing the performance of the agency by random check by Performance evaluation team of TTD

The Additional Health Officer, TTD, Tirupati, with his/her team may conduct surprise inspections to assess the performance of the agency and impose penalties on spot if any deficit found in services.

In addition, the following procedure is proposed for carrying out random check on the performance of the contract agency. The performance of each ward will be checked once in two weeks by a team consisting of the following members:

Team: (No. of Teams are two or more).

- (1) The Additional Health Officer, TTD, Tirupati, may constitute a team to submit joint inspection report as per format given below regarding performance of the agency.
- (2) TTD Management may recommend to constitute a team to submit joint inspection report as per format given below regarding performance of each team will inspect once in every 2 weeks. Each team will inspect the Institution Building and Toilets / Areas randomly and evaluate the performance of sanitation maintenance & housekeeping services and furnish the report in sealed cover to The Additional Health Officer, TTD, Tirupati. The concerned SSI / SI of Health Department, Tirupati shall collect the report from the team and submit the same in sealed cover to The Additional Health Officer, TTD, Tirupati timely.
- (3) The performance report submitted by the above teams shall invariably be considered by The Additional Health Officer, TTD, Tirupati for assessing the performance of the agency, deciding penalties while making payment.

Guidelines for Random Inspection of Areas / Toilets / Buildings

The committee has to check the cleanliness of the toilets / areas / buildings, quality of the cleanliness of the toilet, common areas such as veranda's etc., and surrounding areas and report in the check list (Annexure-IV) enclosed.

They can also verify the materials being used, stock maintenance, Manpower provided etc., man power deployed at general toilets shall be thoroughly checked.

ANNEXURE – IV
CHECK LIST FOR INSPECTION

Name of the Zone:

Date:

Ward No. :

Time:

Contactor name:

S. No.	Description of work	Marks allotted	Marks obtained
A.	<u>MATERIALS PROVIDED:</u>	Max 20 marks	
1	Cleaning Material provided	10 marks	
2	Maintenance of Buffer stock	10 marks	
B.	<u>MANPOWER DETAILS</u>	Max 20 marks	
3	Manpower supply as per schedule	20 marks	
C.	<u>MACHINERY</u>	Max 10 marks	
4	Supply of machinery as per tender conditions	05 marks	
5	Utilization of machinery as per requirement / schedule	05 marks	
D.	<u>PUBLIC TOILETS:</u>	Max 20 marks	
7	Cleaning of Toilet floor and walls	02 marks	
8	Cleaning of EWCs, wash basin sinks, taps, wall tiles	02 marks	
9	Disinfectants & Conservancy items available	02 marks	
10	Drains and Manholes maintenance	02 marks	
11	Sun shades & Terrace cleaning	02 marks	
12	Surroundings cleaning	02 marks	
13	Cob web removal	02 marks	
14	Usage of perfumes like Jasmine / Sandal	02 marks	
15	Disinfection of the premises	02 marks	
E.	Building Areas (offices/Institutions) Temple Premises Inside and out side	Max 15 marks	
16	Cleaning of floor and walls	03 marks	
17	Cleaning of Doors, Windows, ventilators & Electrical items /Fans, Switches	03 marks	
18	Cleaning of hand wash area	03 marks	
19	Cob web removals in buildings	03 marks	
20	Sanitation using Machinery	03 marks	
F.	<u>INTERNAL ROADS :</u>	Max 15 marks	
21	Cleaning of Internal roads	03 marks	
22	Collection & disposal of waste	03 marks	
23	Usage of machinery	03 marks	
24	Cleaning of public taps /Jalaprasadams	03 marks	
25	Providing & cleaning of dust bins	03 marks	
	Total Marks	100 Marks	

The contractor/ Agency shall be paid for the work based on the total marks allotted to their key performances

and the recovery in payment will be based on the average of inspection reports received from Health supervisory staff / committee members.

Signature :

Name :

Designation :

Date:

FEED BACK CHECK LIST FOR TEMPLES

Date & Time :

Name of the Inspection officer & Designation:

Name of the Area:

:

1. TEMPLES PREMISES:

S.No	Observations	Performance (Yes/No)	Remarks
1	Whether allotted Workers are present as per action plan ?		
2.	Whether Public Roads & Places are cleaning properly ?		
3.	Sufficient Dust Bins with garbage covers available ?		
4	Whether Dry & Wet waste is segregating or not ?		
5	Lifting of wet & dry waste is transporting time to time without over flowing of bins ?		
6	Whether implements are available ? (Coconut brooms, Bamboo Baskets, Drain spades, garbage covers)		
7	Jalaprasadam Units, Wash basins, water taps, & surrounding areas cleaned ?		
8	Water Glasses provided?		
9	cobweb removing at regular intervals		
10	Status of drains and manholes		
11	Sufficient Number of Srivari sevaks available ?		
12	Any Suggestions / Complaints from Pilgrims / Press / Srivari sevaks		

2. TOILETS

S.No.	Observations	Performance (Yes/No)	Remarks
1	Whether allotted Workers are present or not ?		
2	Cleaning of Toilets duration is it sufficient?		
3	Whether Materials like Mops/CC Brushes/Wipers etc., are available?		
4	Whether Buckets and Mugs are provided in all toilets?		
5	Workers wearing Masks & Hand Gloves?		
6	Sufficient quantities of Soap Oil, Phenyl and Bleaching powder etc. are available & using time to time?		
8	Toilet Surroundings are kept clean?		
9	Whether Toilets Surroundings are disinfecting or not?		
10	Any bad odors observed?		
11	Whether cleaning of Closets, Wash Basins, Wall tiles and Ventilators etc., cleaned?		
12	Is there any cob-webs?		

Any specific remarks:-

**Signature of the Officer
Name & Mobile Number**

**Signature of the Controlling Officer
Name & Mobile Number**

FEED BACK CHECK LIST OPEN AREAS

Date & Time :
Name of the Inspection officer & Designation :
Name of the Area :

1. HALLS & SURROUNDINGS

S.No.	Observations	Performance (Yes/No)	Remarks
1	Whether allotted Workers are present ?		
2.	Whether cleaning of Halls is properly done ?		
3	Whether cleaning of Open areas done ?		
4	Whether cleaning of Staff rest Rooms ?		
5	Whether cleaning of Entrance steps & surroundings is done ?		
6	Whether cleaning of Water Taps / Geyser areas is done ?		
7	Placed sufficient Dust Bins with garbage covers ?		
8	Whether segregation of waste is doing?		
9	Whether lifting of waste time to time, without over flowing?		
10	Whether provided Coconut brooms, Wipers, Moping swabs, Face masks, Hand Gloves to the workers?		
11	Machinery using or not?		
12	Disinfection of floors?		
13	Any Suggestions / Complaints from Pilgrims / Press / Srivari sevaks		

2. TOILETS & BATH ROOMS

S.No.	Observations	Performance (Yes/No)	Remarks
1	Whether allotted Workers are present or not ?		
2	Cleaning of Toilets duration is it sufficient ?		
3	Whether Mops/CC brushes/ Wipers etc., are available?		
4	Whether Buckets and Mugs are provided in all toilets ?		
5	Workers wearing Masks & Hand Gloves ?		
6	Soap Oil, Phenyl and Bleaching powder etc. are available & using time to time?		
7	Toilet Surroundings are kept clean?		
8	Whether Toilets Surroundings are disinfecting or not ?		
9	Any bad odors observed ?		
10	Whether cleaning of Closets, Wash Basins, Wall tiles and Ventilators etc., cleaned ?		
11	Is there any cob-webs ?		
12	Floor area is it clean and dry ?		

Any specific remarks:-

Signature of the Officer
Name & Mobile Number

Signature of the Controlling Officer
Name & Mobile Number

ANNEXURE – V

RECOVERY IN PAYMENT FOR SHORTFALL IN PERFORMANCE

1. The Monthly Average Performance Index (MAPI) will be arrived as average of performance indices of all the members of the teams in that package during a calendar month.

$$\frac{\text{No of Satisfactorily performed activities}}{\text{No of Applicable activities}} \times 100$$

2. Based on the monthly average marks index (MAPI) arrived as above for a particular month, the payment for that month will be regulated as follows:

S.No.	Proposed Range of MAPI	Proposed recovery
1	85 % and above	Full payment
2	Above 80% up to 85%	5%
3	Above 75% up to 80%	10%
4	Above 70% up to 75%	15%
5	Above 65% up to 70%	20%
6	Above 60% up to 65%	25%
7	Above 55% up to 60%	30%
8	Above 50% up to 55%	35%
9	Above 40% up to 50%	50%
10	Less than 40%	No payment
11	MAPI of the Contractor/ Agency is less than 40%, 3 times in a year	TTD reserves the right to terminate the contract at its discretion, duly forfeiting all deposits made by the Contractor. In such an event, no claims shall be entertained for any work executed but not paid for as on the date of termination.

- a. If the MAPI of the Contractor/ Agency for any month is less than 40%, no payment will be made for the services rendered and necessary show cause notice will be issued to the Contractor/ Agency to improve their performance or face the termination with all the penal conditions as per agreement.
- b. If the MAPI of the Contractor/ Agency is less than 40%, for three times in a year, then the TTD will determine the contract duly forfeiting the deposits and the work done but not paid also.

Note: 1) The Penalty amount will be deducted from the bill to be paid to the Contractor/ Agency.

ANNEXURE – VI
SCOPE OF WORK
PAT DIVISION

SCOPE OF WORK: “Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package in TTD, Tirupati for a period of 36 months.”

S.No.	Name of the Area	Built Up Area in Sq.Mtrs	Open Area in Sq.Mtrs	Mode of Density (High/Medium /Low)	No's of Shifts per day
1	Srinivasa Kalyanamanapams	30000		Medium	Gnl.Shift
2	Padmavathi Kalyanamanapam	30000		Medium	Gnl.Shift
3	PAC (Old) Padmavathi kalyanamandapam TCNR/ Kalyana Katta			High	2 Shifts
4	Tholappa Gardens, Anna Prasadam Complex	15000	15000	Medium	Gnl.Shift
5	Dy.E.O Office Building			Low	Gnl.Shift
6	T.T.D Dispensary	220		Low	Gnl.Shift
7	Sri PAT Temple (In and out side)			High	3 shifts
8	Sri PAT sub Temples (in and Out side)	1500	7800	Medium	2 Shifts
9	Sri Venugopal temple, Sundarraj swamy temple			Medium	2 Shifts
10	Ayana mahal ,Yagasala, Krishan Swamy Temple,Surya Narayana Temple , Srinivasa Temple etc.,			Medium	2 Shifts
11	Surya Narayana Temple, S.V.Temple			Medium	2 Shifts
12	Asthana mandapam including cellar			High	2 Shifts
13	Laddu Counter			High	2 Shifts
14	Sri Prasanna Venkateswara swamy Temple, Appalayagunta	210	420	Medium	2 Shifts

	(inside, outside, Anjaneya Swamy Temple an Public Toilets and mada streets, Kalayana mandapams, Kalyanakatta				
15	PAT Pushkarini			Low	2 Shifts
16	Tiruchanur Public Roads (1. Temple surrounding 2. Sannidhi street 3.Thollappa gardens 6.Gantasala statue) etc.,		15000	High	2 Shifts
17	Gram Panchayat Public Toilets & Bath Rooms, Tiruchanoor	120		High	2 Shifts
18	Friday Gardens		11000	Low	2 Shifts
19	Govinda Raja Nagar Quarters			Low	Gnl. Shift

GT DIVISION:

S.No.	Name of the Area	Build up Area in Sq.mtrs	Open Area in Sq.mtrs	Mode of Density (High/Medium /Low)	No's of Shifts
1	E.O Bungalow	610	690	High	2
2	Addl.E.O Bungalow	360	4100	High	2
3	J.E.O(H&E) Bungalow	180	1420	High	2
4	C.V & S.O Bungalow			High	2
5	SVETA Building	11450	2760	High	Gnl.Shift
6	HDPP			Medium	Gnl.Shift
7	Employees Dispensary (Biragi patedda)			Medium	Gnl.Shift
8	Recording Project			Low	Gnl.Shift
9	S.V.Goshala			Low	Gnl.Shift
10	S.V.Museum			Low	Gnl.Shift
11	Old Huzur Office			Low	Gnl.Shift
12	Jewellery Section			Low	Gnl.Shift

13	P.H.Stores			Medium	Gnl.Shift
14	Matam Anjaneya Swamy Temple			Medium	
15	G.T Temple Sub Temple (in and out)			High	
16	Sri Lakshmi Narayana Swamy Temple, Eduru Anjaneya swamy temple, wood teru TTD publication stall, GT Mada Streets			High	
17	G.T. Potu				
18	Dy.E.O.Office			Medium	
19	Archakas Building			Low	
19	SKVST Temple and sub temples (in and out)	810	1410	High	
20	Mada Streets, Parking areas, Public toilets			Medium	
21	Dy.E.O Office and connected areas			Low	
22	Temple Pushkarini			Medium	
23	Kalyanakatta and Public Toilets			Medium	
24	Parveti Mandapam Road			Low	
25	Vakulamatha temple, Pathakalva			High	
26	Sri Kodandarama swamy temple, Chandragiri			Medium	
27	GT Potu			Medium	
28	GT Pushkarani			Medium	
29	G.T parking area / Public Toilets, open area and Surroundings			High	
30	Sri Devi Complex			Medium	
31	Purandaradas Complex			Medium	
32	S.V H.S Shopping complex & Ground			Medium	
33	E.O Bungalow front main Road			low	
34	Professors Quarters			Low	
35	Sub way RTC Bus Stand				

SCOPE OF MAN POWER SUPPLY:

S. No.	Name of the Division	Manpower Requirement		
		Un Skilled	Skilled	TOTAL
1	PAT Division	130	04	134

2	GT Division	136	05	141
SUB TOTAL		266	9	
			TOTAL	275

Note: 1. The number of personnel mentioned in the schedule –A i.e.275 No's including weekly offs is minimum requirement based on present condition at site. The contractor has to visit the site and obtain actual requirement based on the site condition and requirement thereof to fulfil the Scope of work mentioned in this tender document. The Tenderer is advised to make note of this before quoting the tender.

2. The contractor should supply the additional man power to the specified location on any festival / fairs / auspicious occasions of Tirupati in & around area as intimated by The Additional Health Officer, TTD, Tirupati / any other officer in charge in writing whenever necessary. The payment for the aforesaid additional supply of man power will be made based on the actual man power deployed at site as per the approved rates in TTD.

ANNEXURE – VII

List of Machinery Deployment											
Sl. No.	Name of the Building / Location	Machinery to be provided (the makes shall be of standard companies and as approved by the dept.)									
		Vacuum Cleaner	High Pressure Jet Cleaning Machine	Single Disc Scrubbing Machine	Battery Operated Automatic Scrubber Drier	Battery operated Mini Scrubber	Road sweeping Machine	Foot Operated Sprayer	Back Mounted Power Sprayer	Fogging Machines	Face Recognition Machines
1	PAT Division	6	7	5	4	7	3	2	10	1	1
2.	GT Division	6	5	4	4	4	1	2	6	1	2
TOTAL:		12	12	9	8	11	4	4	16	2	3

S. No	Name of the Machinery	Specifications for Machinery	PAT	GT	Total Requirement
1	Vacuum Cleaners	2 Single Stage High Speed By Pass Power 2400 W 220 – 240- Volt 2380 Water Lift mm H2O Airflow 400 m3/h Tank Capacity 62 Ltrs Accessories Dia 38mm	6	2	12

2	High Pressure Jet Cleaning Machine	Voltage/Frequency 230/50 V/Hz Single Phase Motor power 3 KW Rated current 14 A Insulation F Class Rating S1 (continuous duty) Cable length 5 Mtrs Discharge (max) 10 LPM Outlet water pressure (max) 130 bar Temperature (water inlet(max)) 60 C Weight 60 Kg Dimensions 920x480x950 mm	7	5	12
3	Single Disc Scrubbing Machine	Scrubbing Width 430 mm Power Supply 230 V 50 Hz Brush Motor Power 1300 W Brush Speed 165 rpm Water Tank Capacity 10 Ltrs protection Class IPX4 Cable Length 17 Mtrs Dimensions (LxWxH) 560mm x 465mm x 1230mm Weight 44 Kg	5	4	9
4	Battery Operated Automatic Scrubber Dryer	Scrubbing Width 450 mm Effective Suction Width 750 mm Theoretical Area Coverage 1800 Sq Mtr Working Speed Up to 4 Km/H Battery Rating 12v 96 Ah Airflow Rate 28 L/Sec Vacuum Pressure 1087 mm of H2O Power Supply 24 V Total Power 1000W Brush Motor 720 W Vacuum Motor Power 420 W 17.5 A No of Brushes 1 No Diameter of Brush 450 mm Brush Speed 180 rpm Brush Load 25 Kg Fresh Water Tank 45 Ltrs Dirty Water Tank 45 Ltrs Dimensions (LxWxH) 1320mm x 500mm x 1130 mm Total Weight Empty 82 Kg Total Weight With Battery 195 Kg Total Weight Ready to Operate 240 kg	4	4	8

5	Battery operated Mini Scrubber	WIDTH SD 450C A 36V/12AH CAPASITY 6.5 LITERS VOITAGE 36V/12H WORKNG CAPISTY 1200MM2/H DIRECT WATER TANK CAPAISTY 6.5 LTS	7	4	11
6	Road Sweeping Machine	• Length Without Side Brush 2640 mm • Width without side broom 1580 mm • Height (up to canopy) 2320 mm • Dead Weight 1865 Kg • Sweeping Width with one side brush 1650 mm • Theoretical sweeping Performance 17325 sq mtr / 10.5 km/hour • Gradability 20% • Filter Area 12 Sq mtrs • Main Broom Length / Dia 1220 /360mm • Side Broom Dia meter 660 mm • Hopper Volume 640 Ltrs • Dump Height 1400 mm • Type Mahindra 275TU Diesel Cubic Capacity 1892/3 Rated Power 28.7 KW / 39 HP	3	1	4
7	Foot operated Sprayer	-	2	2	4
8	Back Mounted Power Sprayer	NET WEIGHT 6.3 KGS CAPASITY 16 LTS WORKING PRESSURE 0.2-0.4 MPA SIZE 395X175X545 CM	10	6	16
9	Fogging Machine	-	1	1	2
10	Face Recognition machines	Face Capacity: 10000 • Card Capacity:10000 • Max. User:10000 • Log Capacity: 50000 • 4inch IPS Touch Screen Display • Dual Camera for Live Body Detection • Communication: WIFI,TCP/IP,USB • Push Data: Yes • Operating Temperature:-10°C-50°C • Storage: 512 MB RAM, 4 GB ROM • Long Distance Verification,	1	2	3

		• Highly Reliable & Durable			
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NOTE:

(1) The Tenderer shall ensure the supply of machinery as furnished in the following format:

- a) The machinery procured shall be in good working condition and shall not be older than 2 years. Tax invoices of their purchase shall be submitted in support of the life of the machinery at the beginning of the work.
 - b) All the machinery shall be of standard make such as Taski /Eureka Forbes/ Roots or equivalent ISI brand as approved by the Department.
 - c) If any machine goes out of order, the agency shall get it rectified within 48 hours and till that time an alternative machine shall be pressed into service. For this, the agency shall maintain one set of standby machines in good working condition.
 - d) After completion of the agreement period, the agency can take back all the machinery deployed for the work.
- (2) Attendance with face recognition technology duly keeping sufficient no. of Face recognition machines of warden security system or equivalent make as Approved by T.T.D, at different locations (with net connectivity) is mandatory for the deployment of workers mentioned in the Annexure including Supervisory staff. The attendance will be calculated based on the Face recognition attendance only. The user department will take attendance and will be taken for counting & enforcement of Manpower deployment.
- (3) Wherever face recognition machines cannot be installed for less number of workers / long distance, in those places, geo-tagging is mandatory for workers for calculating the attendance.

ANNEXURE – VIII
DETAILS OF UTILIZATION OF MATERIALS
Sri PAT Division

A- Monthly Requirement						
S.No	Description of Item	UOM	Monthly Requirement	Fairs & Festivals	Total. Requirement per 1 Year	Total. Requirement per 3 Year
1	Aerosel Sprayers (HIT))	Ea	20	24	264	792
2	Bamboo Baskets	Ea	20	250	490	1470
3	Bhumi - Floor cleaner 5 ltrs	Ltrs	80	100	1060	3180
4	Biohazard Covers (100 Ltrs Capacity) BLACK	Ea	2100	10000	35200	105600
5	Bleaching Powder	Kg	225	1000	3700	11100
6	Caustic Soda	Kg	20	100	340	1020
7	Cleaning Acid	Ltrs	15	100	280	840
8	COB-WEB REMOVAL STICK	Ea	6	20	92	276
9	Coconut Brooms in Kgs	Kg	300	700	4300	12900
10	CONCENTRATE D PERFUME (JASMINE)	Ltrs	15	50	230	690
11	CONCENTRATE D PERFUME (SANDAL)	Ltrs	15	50	230	690
12	Hill Brooms	Ea	40	100	580	1740
13	Lime Powder	Kg	200	1000	3400	10200
14	Max force forte 0.05 (Anti-cockroach gel)	Ea	3	6	42	126
15	Malathion dust 25% DP Insecticide	kgs	5	50	110	330
16	Mopping Swab with Rod/Pipe	Ea	50	200	800	2400
17	Night Soil Picking Plates	Ea	10	30	150	450
18	Odonil Cakes	Ea	30	150	510	1530
19	Plastic C C Brushes	Ea	25	100	400	1200
20	Rat Sticking Glue Gum Pads Big	Ea	8	50	146	438

21	Rat Sticking Glue Gum Pads Small	Ea	8	0	96	288
22	Room Fresheners - New Fragrances (Herbal Strategy)	Ea	20	80	320	960
23	Rubber Hand Gloves	Ea	30	100	460	1380
24	Sabena Powder (Ea)	Ea	50	150	750	2250
25	Scented Phenyl	Ltrs	150	150	1950	5850
26	Scrubbing Pad	Ea	60	200	920	2760
27	Soap Oil	Ltrs	150	300	2100	6300
28	Toilet Bowl Cleaner (5 Ltrs Can)	Ltrs	100	150	1350	4050
29	Washing Soda	Kg	30	100	460	1380
30	Water Pushing Rubber Brush with pipe	Ea	30	150	510	1530

B- Quarterly (3 Months) Requirement

S.No	Description of Item	UOM	Quarterly Requirement (3 Months)	Fairs & Festivals	Total Requirement per 1 year	Total Requirement per 3 years
31	100 Liters plastic dust bin with out Lid (Blue)	Ea	90	400	760	2280
32	100 Liters plastic dust bin with out Lid (Green)	Ea	90	400	760	2280
33	12" Long Brushes with Stick	Ea	15	20	80	240
34	24" inch Cleaning Brushes	Kg	5	25	45	135
35	Bamboo Sticks	Ea	35	200	340	1020
36	Drain Spade	Ea	7	10	38	114
37	Napthalin Balls Packet	Kg	15	15	75	225
38	Plastic Buckets (20 Lts)	Ea	35	70	210	630
39	Plastic Buckets 5 Ltr	Ea	100	500	900	2700
40	PLASTIC DUST PAN (HAND HELD)	Ea	40	100	260	780
41	Plastic Mugs (1 Ltr)	Ea	35	100	240	720
42	Plastic Winnows	Ea	25	50	150	450

43	RUBBER FOOT MATS "SMALL"	Ea	25	120	220	660
44	Temprid SC (or) Clopid Sc	Ltrs	2	10	18	54
45	Pyrosene Oil E	Ltrs	25	75	175	525
46	Fly-Glue Traps(Model No. 930)	Ea	2	15	23	69
47	Flyco Bait	Kg	2	15	23	69
48	Block Removing Rubber with stick	Ea	6	10	34	102
49	Bromidiline cakes	Ea	10	30	70	210

C- Half Yearly (6 Months) Requirement

S.No	Description of Item	UOM	Half Yearly Requirement (6 Months)	Fairs & Festivals	Total. Requirement per 1 year	Total. Requirement per 3 years
50	10 Lit PLASTIC DUSTBINS - GREEN	Ea	20	40	80	240
51	Coir Mat (Red)	Mtr	500	750	1750	5250
52	PVC FOOT MATS	Ea	40	40	120	360
53	RUBBER FOOT MATS "BIG"	Ea	20	25	65	195
54	Rubber Hose pipe (Cold Water) in Meters	Mtr	100	200	400	1200
55	SMALL PLASTIC DUST BINS (10 LTRS)	Ea	20	40	80	240
56	Disposable Cover Hand Gloves (100 Pcs Per pkt)	Ea	3000	4000	10000	30000
57	Disposable Masks	Ea	3000	4000	10000	30000

D-Annually required material

S.No	Description of Item	UOM	Requirement for year	Fairs & Festivals	Total. Requirement per 1 Year	Total. Requirement per 3 Year
58	Wonder cage single entry - Multi rat trap bone	Ea	5	10	15	45
59	100 Liters plastic dust bin with Lid (White)	Ea	5	10	15	45
60	Plastic Glasses	Ea	100	500	600	1800

61	Plastic Vessel (Basket Type)	Ea	5	20	25	75
62	Aspee Hand Sprayers	Ea	5	0	5	10

Sri GT Division

A- Monthly Requirement						
S.No	Description of Item	UOM	Monthly Requirement	Fairs & Festivals	Total Requirement per 1 Year	Total Requirement per 3 Year
1	Aerosol Sprayers (HIT))	Ea	26	60	372	1116
2	Bamboo Baskets	Ea	30	150	510	1530
3	Bhumi - Floor cleaner 5 ltrs	Ltrs	65	80	860	2580
4	Biohazard Covers (100 Ltrs Capacity) black	Ea	1500	3000	21000	63000
5	Bleaching Powder	Kg	265	900	4080	12240
6	Caustic Soda	Kg	14	100	268	804
7	Cleaning Acid	Ltrs	29	100	448	1344
8	cob-web removal stick	Ea	10	30	150	450
9	Coconut Brooms in Kgs	Kg	300	700	4300	12900
10	concentrated perfume (jasmine)	Ltrs	12.5	50	200	600
11	concentrated perfume (sandal)	Ltrs	12.5	50	200	600
12	Hill Brooms	Ea	60	100	820	2460
13	Lime Powder	Kg	200	1100	3500	10500
14	Max force forte 0.05 (Anti-cockroach gel)	Ea	2	10	34	102
15	Malathion dust 25% DP Insecticide	kgs	25	200	500	1500
16	Mopping Swab with Rod/Pipe	Ea	50	200	800	2400
17	Night Soil Picking Plates	Ea	10	30	150	450
18	Odonil Cakes	Ea	30	150	510	1530
19	Plastic C C Brushes	Ea	25	100	400	1200
20	Rat Sticking Glue Gum Pads Big	Ea	8	50	146	438
21	Rat Sticking Glue Gum Pads Small	Ea	8	50	146	438
22	Room Fresheners - New Fragrances (Herbal Strategy)	Ea	32	100	484	1452

23	Rubber Hand Gloves	Ea	30	120	480	1440
24	Sabena Powder (Ea)	Ea	53.5	150	792	2376
25	Scented Phenyl	Ltrs	185	180	2400	7200
26	Scrubbing Pad	Ea	110	180	1500	4500
27	Soap Oil	Ltrs	110	180	1500	4500
28	Toilet Bowl Cleaner (5 Ltrs Can)	Ltrs	150	200	2000	6000
29	Washing Soda	Kg	40	120	600	1800
30	Water Pushing Rubber Brush with pipe	Ea	45	160	700	2100
B- Quarterly (3 Months) Requirement						
S.No	Description of Item	UOM	Quarterly Requirement (3 Months)	Fairs & Festivals	Total Requirement per 1 year	Total Requirement per 3 years
31	100 Liters plastic dust bin with out Lid (Blue)	Ea	90	140	500	1500
32	100 Liters plastic dust bin with out Lid (Green)	Ea	90	140	500	1500
33	12" Long Brushes with Stick	Ea	20	20	100	300
34	24" inch Cleaning Brushes	Kg	5	30	50	150
35	Bamboo Sticks	Ea	55	180	400	1200
36	Drain Spade	Ea	10	10	50	150
37	Napthalin Balls Packet	Kg	20	20	100	300
38	Plastic Buckets (20 Lts)	Ea	50	100	300	900
39	Plastic Buckets 5 Ltr	Ea	100	100	500	1500
40	plastic dust pan (hand held)	Ea	40	100	260	780
41	Plastic Mugs (1 Ltr)	Ea	50	100	300	900
42	Plastic Winnows	Ea	30	80	200	600
43	Rubber Foot mats "small"	Ea	30	130	250	750
44	Temprid SC (or) Cloprid Sc	Ltrs	4	14	30	90
45	Pyrosene Oil E	Ltrs	35	150	290	870
46	Fly-Glue Traps(Model No. 930)	Ea	3	18	30	90
47	Flyco Bait	Kg	3	18	30	90
48	Block Removing Rubber with stick	Ea	5	10	30	90
49	Bromidiline cakes	Ea	15	100	160	480
C- Half Yearly (6 Months) Requirement						

S.No	Description of Item	UOM	Half Yearly Requirement (6 Months)	Fairs & Festivals	Total Requirement per 1 year	Total Requirement per 3 years
50	10 Lit plastic dustbins - green	Ea	25	50	100	300
51	Coir Mat (Red)	Mtr	550	800	1900	5700
52	PVC foot mats	Ea	75	50	200	600
53	Rubber foot mats "big"	Ea	25	20	70	210
54	Rubber Hose pipe (Cold Water) in Meters	Mtr	150	200	500	1500
55	Small Plastic dust bins (10 LTRS)	Ea	25	50	100	300
56	Disposable Cover Hand Gloves (100 Pcs Per pkt)	Ea	3000	4000	10000	30000
57	Disposable Masks	Ea	3000	4000	10000	30000
D-Annually required material						
S.No	Description of Item	UOM	Requirement for year	Fairs & Festivals	Total Requirement per 1 Year	Total Requirement per 3 Year
58	Wonder cage single entry - Multi rat trap bone	Ea	10	15	25	75
59	100 Liters plastic dust bin with Lid (White)	Ea	5	25	30	90
60	Plastic Glasses	Ea	100	300	400	1200
61	Plastic Vessel (Basket Type)	Ea	10	40	50	150
62	Aspee Hand Sprayers	Ea	3	4	7	7

TIRUMALA TIRUPATI DEVASTHANAMS					
HEALTH DEPARTMENT TIRUPATI					
REQUIREMENT OF SPECIAL SANITARY ITEMS AS PER PRESENT CONSUMPTION					
S. No	Item Description	Qty Required per month	Qty Required per year	Qty Required for 36 months	Specifications
1	AER Freshener (Each Box 6pc)	6	72	216	1. Brand Godrej 2.box 6 pc .10 grms Each packet Expiry date: 18 Months From Date of supply.

2	Aerosal Sprayers Hit - 400ml	30	360	1080	1.Brand (HIT) 2.Product Hit Black & Red Coloured 400 MI Bottle Expiry date: 18 Months From Date of supply.
3	Ants Powder (New Item)	1	12	36	Brand Name: TGS 2.TGS chiti ant kill powder 100 grm packet Expiry date : 18 months from date of supply.
4	Ariel Matic Liquid (1 Ltr Bottle)	5	60	180	Brand name :Ariel Matic Liquid 2. Front Load 3.1 Ltr Bottle Expiry Date : 18 Months From the date of Supply.
5	Campure Freshner	10	120	360	1. Brand Name: Campure 2. Campure Car Freshner Cone Original 3. 60 Grms per Cone Campure Expiry Date : 18 Monthas From the date of supply.
6	Chinital Soaps 125 Grms	6	72	216	1. Brand Name :Godrej 2. cinthol refrshing deo soap Lime 3. Soap 125 Grms In Net Weight 4.24 Months From manufacturing Date. Supply In one spell
7	Cleaning Acid (Agni)	11	132	396	1.Brand (Agni) Cleaning Acid 2. 1 Ltr Bottle Expiry date: 18 Months From Date of supply.
8	Colgate Paste (Regular) - 100 gms	2	24	72	1. Brand Name: Colgate 2. Colgate tooth paste Regular 100 Grms .Expiry date: 18 Months From Date of supply.
9	Colgate Vedshakthi Tooth Paste 400 grms	2	24	72	1.Brand Name: Colgate 2. colgate vedasakthi tooth paste complete protection from germ 3.available in 400 grm in pack Expiry date: 18 Months From Date of supply. supply in one spell.
10	Colin 500ml Glass Cleaner	19	228	684	1. Brand name : Colin 2. Glass and Multisurface Cleaner 3. Minimum 450 ml Expiry date: 18 Months From Date of supply.

11	Comfort liquid Bottle 860 ml	38	456	1368	1. Brand Name: Comfort 2. Cloths Washing Purpose 3. Each Bottle 860 MI Expiry date: 18 Months From Date of supply.
12	Dettol Liquid (1 Ltr)	11	132	396	1.Brand Name : Godrej Dettol Liquid 2.Available In 500 MI Expiry date: 18 Months From Date of supply.
13	Dove Serum bar 100 grm	3	36	108	1.Brand Name : Dove 2. Dove Serum Bar Collection 3. Serum infused Beauty Bars 4.Dove serum bar 125 Grms per 1 bar Soap 5 in 1 box Expiry Date : 18 Months From the date of supply.
14	Dove Shampoo 650 ml	4	48	144	1 Brand Name : Dove 2. Dove Damage Therapy 650 ml 3.Bio Protein Care 4. vitamin B6 C&E 5. 1 minute Conditioner. Expiry Date : 18 Months From the date of Supply.
15	Dove Soap Serum bar Collection	2	24	72	1.Brand Name : Dove 2.Dove serum Bar with sandalwood oil 3. 100 grms per one bar Soap 4.3 in 1 box Expiry Date: 18 Months from date of supply.
16	Easy wash liquid 500 ml	9	108	324	1.Brand Name : Surf Excel Easy Wash Liquid 2. Available in 500 MI Bottle Laundry Detergent Liquid . Expiry date: 18 Months From Date of supply.
17	Ezee Liquid (500 ml New item)	12	144	432	1.Brand name: Godrej 2. Ezee liquid detergent for clothes,available in 500 ml. Expiry date: 18 Months From Date of supply.
18	Fabric Whitener Tinopal Powder For Whitening	5	60	180	Ranipal OB power Fabric Whitener Detergent powder for white and coloured cloths . Big size.

19	Garnier Colour Naturals (Darkest Brown)	1	12	36	1.Brand Name : Garnier 2. garnier colour naturals for hair colour . Expiry date: 18 Months From Date of supply.
20	Gillette Foam (196g) New item	5	60	180	1. Brand Name: Gillette 2. Giltte foam Regular 196 grms . date of expery: 18 Months From date of supply
21	Good Night Liquids	25	300	900	Brand Good knight 2.Mfd By: Godrej 3.Refil 45 MI 4.Expery Date: Two Years From Manufacturing date
22	Good Night Machines	3	36	108	1. Brand name : GOOD KNIGHT 2. Liquid vapouriser 3. Mfd by : Godrej
23	Good Night Mosquito coils Each box 10	8	96	288	1. Brand Name : Godrej (Good Knight Mosquito Coils)2.Good knight green Sakthi low Smoke. 3.Pack Of 5 Coils .Expiry date: 18 Months from Date of supply.
24	Harpic Original(Blue colour) 500 ml	26	312	936	1 Brand Reckitt Benckiser (India) Ltd.2. Harpic 500 MI Bottle.3 Disinfectant Toilet Cleaning Liquid. Expiry date: 18 Months from Date of supply.
25	Head & Shoulders Shampoo 650 ml	2	24	72	1.Brand Name: Head & Shoulders 2. Head &n shoulders Smooth & Silky 650 ml With Almond Milk 3. Anti Dandruff Shampoo 2 in 1 Expery Date: 18 Month from the date of supply
26	Khadi Natural Neem Thulasi Soaps (125 gm)	6	72	216	1. Brand Name: Khadi Natural 2. Khadi natural neem tulsi soap Waight 125 grms Expiry date: 18 Months from Date of supply.
27	Lakshmana Rekha	15	180	540	1.Brand Name: Lakshmana Rekha 2.Available In 1 PC Carton 3. Insectiside Chalk for Eradicating Cockroaches and Ants. Expery Expiry date: 18 Months from Date of supply.

28	Lifebuoy Hand Wash 200 ML	19	228	684	1. Brand Name: Lifebuoy 2. Germ protection hand wash liquid 190 ml bottle with effective fragrance. Expiry date: 18 Months from Date of supply.
29	Lizol floor cleaner 500 ml	14	168	504	1. brand Name: Lizol 2.Lizol disinfectant surface and floor cleaner. available 500 ml bottle with fragrance .Expiry date: 18 Months from Date of supply.
30	Mama Earth Hair Fall Control (Conditioner) 250 ml	2	24	72	1.Brand Name:mama earth 2. Onion Hair fall Control Conditioner 3. with onion & Coconut 4. 250 ml Bottle Expiry Date: 18 months from the date of supply.
31	Meswak Tooth Paste 200 Grms	4	48	144	1.Brand Name : DABUR 2. Meswak paste With miswak Extract 3. 200 grms pack Expiry date : 18 months from the date of supply
32	Mosquito bats	5	60	180	Brand Name: Every day Key features often include an integrated LED light.an ergonomic handle.and charging system warrenty 6 or 9 months.
33	Muggu Rallu White	8	96	288	1. Rangoli Stones for floor designs (white Colour)
34	Muggu Rallu(Colour)	6	72	216	Rangoli stones for floor designs (Colour stones)
35	Multi Pest Sprey PCI (400 ml) New Item	10	120	360	1. Brand Name:PCI 2. Multi pest spray Bottle 400 ml .for insect control Expiry date: 18 Months From Date of supply.
36	Mysore sandal Bath soap (125Grms)	14	168	504	1brand name: Mysore Sandal 2.mysore sandal bath soap 3.Available in 125 grms with sandal fragrance .Expiry date: 18 Months From Date of supply.

37	Napthalin Balls Packet	3	36	108	1) Pure Napthaline Balls Product from ISO certified. 2) 1 kg or 500gms packets 3) Date of Expiry : 18 months from the date of supply.
38	Nimyle Liquid 890 ml	5	60	180	1.Brand Name: Nimyle 2. Herbal Floor Cleaner 3. Anti - Bacterial ,No Chemical Residue,Frsh Fragrance 4. 1 Ltr Bottle Expiry Date: 18 Months from the Date of supply
39	Nyle Shampoo (Black) (400 MI) New Item	1	12	36	1.Brand Name : Nyle 2.Nyle shampoo Black .Expiry date: 18 Months From Date of supply.
40	Odonil Cakes (100 Grms)	70	840	2520	• Manufactures: Dabur India Ltd. • Odonil brand (different fragrances), • Supply in one spell • Date of Expiry: 18 months from the date of supply.
41	Orgami Kitchen Towels (4 in 1 Money saver pack)	24	288	864	1.Brand Name: Orgami 2. kitchen towels 3.supply in one spell. Date of expiry: 18 Months
42	Patanjali Herbal Hand wash 250 ml	14	168	504	1.Brand Name:Pathanjali 2.Pathanajali anti bactirial herbal hand wash natural cre with neem and tulsi 3. Available 250 ml bottle.Expiry date: 18 Months From Date of supply.
43	Pears Soap	4	48	144	Brand Name: PEARS 2. Pure and Gentle 98% pure Glycerin& Natural Oils 3.125 grms soap Expiry date: 18 months from the date of supply.
44	Pithambaram Powder Packet	5	60	180	Pithambari shining Powder for Brass vessels cleaning
45	Revive Liquid 500 ml bottle	14	168	504	1.brand name: REVIVE 2. revive instant starch liquid stiffener for crisp and fresh for all cloths and colours. Expiry date: 18 Months from Date of supply.

46	Rin Ala 500 ml	25	300	900	1.Brand name: RIN 2.Rin ala bleach fabric whitener 3.available in 500 ml 4.Expiry date: Best before 24 months from the date of Mfg.
47	Robin liquid blue (Or) ujala	8	96	288	1.Brand name: Robin 2. Robin liquid blue for dazzling whiteness for white cloths 3.avaialable 150 ml bottle. Expiry date: 18 Months from Date of supply.
48	Room Freshner (Sandal & Jasmine) - 220 ml - Odonil	36	432	1296	1.. Product From Odonil / Airwik 2. Supply in 220 ml With sandal Frgances Expiry date: 18 Months from Date of supply.
49	Sabeena powder	12	144	432	Manufactures: Sabena Company Pvt.Ltd., Minimum 900-gram packets • Supply in one spell, • Date of Expiry: 18 months from the date of supply.
50	Sakthi Instent strach powder 500 grams	13	156	468	1.Brand name: Sakthi 2. sakthi instant starch powder 3. available in 500 gm. Expiry date: 18 Months from Date of supply.
51	Sanitizer - 500 ml	2	24	72	1. Brand Name:Himalaya 2. Himalaya Disifactant hand sanitizer 500 ml Expiry date: 18 Months from Date of supply.
52	Santoor Hand Wash- 200ml	15	180	540	1.Brand name: Santoor 2. santoor gentle and smooth hand wash germ protection 3.available in 200 ml Expiry date: 18 Months from Date of supply.
53	Scotch Brite Stainless Steel Scrub Pad	6	72	216	1. Brand Name: Scotch Bright 2.stainless steel scrub pad .
54	Scrubbering Pad (Dish Wash)	30	360	1080	1) Stain Removing Scrubber Pads 2) Lenth : 100 mm X Width 75 mm. 3) Product from manufactures i.e.,Exo, Scotch brite, Gala, Milton, etc.,

55	Sensodyne Mouthwash	2	24	72	1. Brand Name: sensodyne 2. Alcohol free Mouth wash 3. complete Protection 4. Net wt 100 ml Expiry date: 18 months from the date of supply.
56	Sensodyne tooth brush	8	96	288	1. Brand Name: sensodyne 2. Sensodyne Sensitive tooth Brush Expiry Date: 18 Months from the date of supply.
57	Sensodyne Tooth paste (100Grms)	2	24	72	1. Brand Name: sensodyne 2. sensodyne Repair Protect Deep repair 3. Net wt 100 Grms Expiry date: 18 Months from the date of supply.
58	Stainless Steel hanging Clips	60	720	2160	1. Made with stainless steel having secure grip for clothes 2. pack of 12 clips 3. dimension (LxBxH) Cm= 7x2x2
59	Surf Excel Matic Top Load 1 Ltr	14	168	504	1. brand name: Surf excel 2. surf excel matic detergent liquid top load 3. available in 1 Ltr sachet Expiry date: 18 Months From Date of supply.
60	Surf Excel Matic Washing Powder & Quick wash (1 Kg)	31	372	1116	1. Brand name : Surf excel 2. surf excel quick wash detergent powder for cloths 3. available in 1 kg packet Expiry date: 18 Months From Date of supply.
61	Surf Excel Washing Soaps 400 grams	50	600	1800	1. Brand name: Surf excel 2. surf excel detergent big bar soap for cloths 3. available 400 grm bar. Expiry date: 18 Months From Date of supply.
62	Thrive Colouring Shampoo Natural Black	1	12	36	1. Brand Name : Hyaplex 2. Thrive hair Colouring Shampoo Natural Black 3. 20 ml 4 Nos in Box Expiry date: 18 Months from the date of supply.
63	Tide Matic Liquid Front Load 850 ml	5	60	180	1. Brand Name: TIDE 2. Tide Matic Liquid Front Load 3. Net wght 850 ml Bottle Expiry Date: 18 Months from the date of supply.

64	Tongue Cleaner	4	48	144	1. Brand Name: Perfora 2. perfora tongue cleaner 3.perfora rust free stainless steel tongue cleaner Expiry Date: 18 months from the date of supply.
65	Tresemme Keratin Smooth Shampoo 580ml	2	24	72	Brand Name:Tressmme. 2.Keratin Shampoo for smooth hair, available in 580 ML. date of expery: 18 Months.
66	VIM Dish Bar Lemon 145 g	63	756	2268	1.Brand name: VIM 2.vim dish wash bar soap for vessel cleaning 3.available in 145 grms pack.Expiry date: 18 Months From Date of supply.
67	Vim Dishwash 400g Soap Box	6	72	216	1.Brand name: VIM: Vim 500 gm dishbar with lemon scent for cleaning kitchen utensils and grease fighter. Expiry date: 18 Months from Date of supply.
68	VIM Liquid for Dish wash(750 ml) limon New item	11	132	396	1.Brand Name: VIM 2.vim dish wash liquid gel for vessel cleaning 3.available in 750 ml bottle. Expiry date: 18 Months From Date of supply.
69	Wash brush for cloths (Gala)	3	36	108	1.Brand name: Gala 2.gala brush for cleaning cloths 3.Easy and strong grip with special nylon bristles.Expiry date: 18 Months From Date of supply.
70	Wipers (Water pushing Rubber with rod)	5	60	180	1) Rubber Pad Length : 16 - 20 Inches 2) Middle of the Rubber Pad threaded type to fix M.S Pipe pipe. 3) M.S.Pipe handle : 5 ft Frame to be fitted with threaded Nipple. 4) 5ft M.S.Pipe top edge with P.V.C cap.

Welfare items					
S.No	Description of Item	UOM	Monthly Requirement	Total Requirement per 1 year	Total Requirement per 3 years

1.	Uniforms (3 pairs per year per person)	No.s	-	825	2475
2.	ID card	No.s	—	275	275
3	Coconut Oil (350 ml per month per worker)	ml	-	3192	9576
			-		
4	Soaps	No.s	-	3192	9576
5	Cotton Towels (1 per 4 months)	No.s	-	798	2394
6	Radium Jackets (one for every 6months)	No.s	-	20	60
7	Gum boots 2 pairs per year	No.s	-	20	60

Note:

- 1) The chemicals mentioned in Annexure- VIII has to be provided duly following the specifications mentioned in Annexure-1. The successful tenderer should supply the price list for each item before executing the agreement for departmental purpose. The items has to get approved from the department by the contractor at his own cost before the commencement of the contract duly submitting valid proven certificates / record of functional usage. The products which are approved are to be used in the work.
- 2) The quantities mentioned in the table above is based on the present utilization and it is tentative and the contractor has to visit and examine / study the site and its conditions, its surroundings and quote the amount for satisfactory performance of the job.
- 3) Material stock & Consumption Registers will be checked by the concerned by the inspection committee. The contractor is held responsible for lapses and fine as per agreement conditions / recovery double the procurement cost will be imposed. Maintenance of stock and consumption registers. All the registers shall be updated every day.

Details of Material Requirement during Brahmotsavams(for information only):

S.No	Name of the Item	UOM	Sri PAT	Appalaya gunta	Sri GT	SKVST
1	10 Lit plastic dustbins - green	Ea	100			

2	100 Liters plastic dust bin with Lid (White)	Ea	40			
3	100 Liters plastic dust bin without Lid (Blue)	Ea	552			
4	100 Liters plastic dust bin without Lid (Green)	Ea	552			
5	12" Long Brushes with Rod/Pipe	Ea	65			
6	24" Long Brushes with Rod/Pipe	Ea	60			
7	Aerosal sprayers (HIT)	Ea	20	4	30	30
8	Aspee Hand Sprayers	Ea	4			
9	Bamboo Baskets	Ea	250	40	100	50
10	Bamboo Sticks	Ea	200	40	100	80
11	Bhumi - Floor cleaner 5 ltrs	Ltrs	80	20	50	30
12	Bleaching Powder	Kg	900	100	600	300
13	Block Removing Rubber with stick	Ea	20			
14	Bromidiline cakes	Ea	25	5	60	40
15	Caustic Soda	Kg	80	20	50	50
16	Cleaning Acid	Ltr	80	20	50	50
17	cob-web removal stick	Ea	50			
18	Coconut Brooms in Kgs	Kg	650	50	500	200
19	Coir Mat (Red)	Mtr	600	150	500	300
20	Concentrated Perfume (Jasmine)	Ltr	45	5	30	20
21	Concentrated Perfume (Sandal)	Ltr	45	5	30	20

22	Disposable Cover Hand Gloves	Ea	3500	500	3000	1000
23	Disposable Masks	Ea	3500	500	3000	1000
24	Drain Spade	Ea	30			
25	Flyco Bait	Kg	15	0	10	8
26	Fly-Glue Traps(Model No. 930)	Ea	15	0	10	8
27	Garbage Bags Black (Bio-Degradable)	Ea	9500	500	2000	1000
28	Hill Brooms	Ea	80	20	70	30
29	Lime Powder	Kg	800	200	800	300
30	Malathion Dust 5% DP	Kg	50	0	150	50
31	Max force forte 0.05 (Anti-cockroach gel)	Ea	5	1	5	5
32	Mopping Swab with Rod/Pipe	Ea	180	20	150	50
33	Napthalin Balls	Kg	13	2	10	10
34	Night Soil Picking Plates	Ea	60			
35	Odonil Cakes	Ea	135	15	75	75
36	Plastic Buckets (20 Lts)	Ea	170			
37	Plastic Buckets 5 Ltr	Ea	600			
38	Plastic C C Brushes	Ea	85	15	50	50
39	Plastic Dust pan (HAND HELD)	Ea	80	20	50	50
40	Plastic Glass	Ea	800			
41	Plastic Mugs (1 Ltr)	Ea	200			

42	Plastic Vessel (Basket Type)	Ea	65			
43	Plastic Winnows	Ea	140			
44	PVC Foot Mats	Ea	30	10	25	25
45	Pyrocene Oil E	Ltr	75	0	100	50
46	Rat Sticking Glue Gum Pads Big	Ea	40	10	25	25
47	Rat Sticking Glue Gum Pads Small	Ea	50	0	25	25
48	Room Fresheners - New Fragrances	Ea	60	20	50	50
49	Rubber Foot mats "Big"	Ea	20	5	10	10
50	Rubber Foot Mats "Small"	Ea	100	20	80	50
51	Rubber Hand Gloves	Ea	80	20	80	40
52	Rubber Hose pipe (Cold Water) in Meters	Mtr	400			
53	Sabena Powder	Kg	130	20	100	50
54	Scented Phenyl (Concentrated)	Ltr	120	30	100	80
55	Scrubbing Pads	Ea	170	30	100	80
56	Small plastic Dust Bins (10 ltrs) Blue	Ea	80			
57	Soap Oil (Concentrated)	Ltr	120	30	100	80
58	Temprid SC	Ltr	8	2	10	4
59	Toilet Bowl Cleaner	Ltr	120	30	120	80
60	Washing Soda	Kg	100	0	80	40
61	Water Pushing Rubbers with Pipe	Ea	310			

62	Wonder cage single entry - Multi rat trap bone	Ea	25
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* Material requirement during the Brahmotsavams at different Temples is detailed above and these Materials are included in Annexure VIII. Plastic items shall be supplied as per the requirement based on the indent raised by the Health Supervisory staff during specific Brahmotsavams.

NOTE:

- 1) The Tenderer is informed that TTD shall not provide any form of accommodation for their workers or staff and they will not be permitted to stay at site after the completion of their respective shifts. It shall be the sole responsibility of the Contractor to make appropriate arrangements for the transportation and accommodation of their workforce and supervisory personnel, at their own cost and risk.
- 2) The tenderer should procure the No. of equipment as per the Form-C in the tender schedules. The machinery procured shall be in good working condition and shall not be older than 3 years and has to be approved by the department. Tax invoices of their purchase shall be submitted in support of the life of the machinery at the beginning of the work. During course of agreement, if any machine crosses the desired life of 3 years, the same shall be replaced with another good working machine which is not older than 3 years. If the agency proposes to provide any additional machinery for satisfactory performance of the work, it can propose the additional machinery in a separate sheet and ensure their use at site. The extra cost involvement due to the additional machinery proposed shall be mentioned specifically therein.
- 3) In each area, one small room will be provided for local store purpose at free of cost.
- 4) If any machinery is not deployed on any day stiff penalties will be imposed.
- 5) During periods of increased activity, such as summer rush, mass cleaning operations, or high footfall, the Contractor shall redeploy or mobilize existing workforce in accordance with site conditions and operational requirements. No additional payment or financial claim shall be entertained by TTD in this regard. The Contractor shall be fully responsible for meeting such demands within the existing manpower as part of the overall scope of services.

- 6) The Contractor/Agency shall not extract any amount from the workers. If any such instance has come to notice with evidence, action will be taken against the Sanitation Contract agency for cancellation of the contract and blacklisting.
- 7) Any deviation with regard to payment of wages to the workers, stringent action will be taken against the Contractor/ Agency/agency besides initiating action as per criminal procedure code rules.

“BILL OF QUANTITIES”**Price Bid**
(Financial Proposal)**NIT No: TTD-33021(47)/6/2026-HEALTH – TPT (PAT Package)****SCHEDULE – A****TABLE NO – 1**

Price Bid for: “Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package, TTD, Tirupati for a period of 36 months.”.

WAGES		
S. No.	Category - A	Basic Wage
1	UNSKILLED WORKERS	15,000.00 + ESI + EPF
	Category - B	
2	SKILLED WORKERS	18,500.00 + ESI + EPF

NOTE:-

- Employer contribution of ESI and EPF as applicable at the prevailing rates per worker per month shall be paid.
- For categories with wages more than 15,000, EPF @ 13% & ESI @3.25% shall be paid on Rs.15,000 & Rs.18,500
- Whenever, there is enhancement of wages, the same has to be implemented as the same will be reimbursed / paid by TTD.
- Every worker (both category – A & B) shall be provided with bus pass and the same will be reimbursed to the Contractor.
- The contractor shall initially pay the wages & bus-pass for the first month to all deployed personnel and subsequently raise a claim with TTD for payment, duly certified by a Chartered Accountant. This procedure shall be followed for all subsequent months as well.
- The manpower deployment shall be as mentioned in the Annexure – VI. However, the following is indicated for reference

TABLE No.2

WAGES	
Category	Nos
UNSKILLED WORKERS	266
SKILLED WORKERS	9

SCHEDULE – B**Estimated Cleaning Chemicals, Materials, Tools & Machinery - ANNEXURES**

Price Bid for: "Sanitation maintenance, housekeeping services and mechanized cleaning i.e., Road sweeping, collection of garbage, segregation at source, toilet maintenance, vector control measures & garbage lifting in areas under PAT & GT Package TTD, Tirupati for a period of 36 months."

Sl. No.	Description	No. of workers	Unit in Words	Rate in		Total Amount For 36 Months (Rs-Ps)
				Figures in Rs-Ps per month	Words	
A.	Services charges should be quoted not less than Rs.500/- & not more than Rs 750/- per worker per month (excl. GST) for unskilled workers and not more than Rs.925/- per worker per month for Skilled workers					
	i) Unskilled workers	266	each/ month			
	ii)Skilled workers	9	each/ month			
B	Cleaning Chemicals / Materials / other consumables (excl. GST) (Refer Annex –I & VIII)	-	per month			
C	Tools & Machinery (excl. GST) (Refer Annex – VII)	-	per month			

(1) The wage component mentioned in above tables 1 & 2 are tentative and if any orders are received from the T.T.D Board, the same will be enhanced.

(2) Service Charges for man power deployment shall be @ min of ₹.500 / month and maximum of 5% of the basic wages for corresponding worker. Any tender with values excess of 5% of basic wages or less than ₹.500 / month will summarily be rejected.

(3) The service charges quoted on basic wages of workers by the contractor shall be final till completion of contract and will not be increased.

(4) Cleaning Chemicals/Materials Consumables

- Based on the indicative usage quantity shared by TTD to vendors, they will have to estimate the amount in INR (The vendor has to maintain the minimum quantity)
- This part becomes fixed for the entirety of contract.

(5) **Tools & machinery:**

- a) Based on the indicative usage quantity shared by TTD to vendors, they will have to estimate the amount in INR (The vendor has to maintain the minimum quantity)
 - b) This part becomes fixed for the entirety of contract
- (6) Further, the contractor is considered to have filed the **tender under work contract mode** duly taking the account of Labour-cum- Machines cleaning wherever possible- Material supply i.e., (i) Number of Labour (ii) Materials (iii) Minimum machinery deployment (iii) Additional service on special occasions and (iv) Responsibility of execution of work.
- (A) **The contractor should supply the extended man power in place of vacancies caused if any, due to retirements/deaths/transfers without substitutes etc. of regular health workers at the existing terms and conditions as intimated by The Additional Health Officer, TTD, Tirupati duly getting approvals from the authorities**
 - (B) The contractor should supply the additional man power to the specified location on any festival / fairs / auspicious occasions as intimated by the Additional Health officer / any other officer in charge in writing whenever necessary. The payment for the aforesaid additional supply of man power will be made at the point of time duly getting approvals from the authorities at that time.
 - (7) No labour should be removed by the contractor unilaterally without approval of The Additional Health Officer, TTD, Tirupati without valid reason.
 - (8) Labour may file their complaint on any injustice in the payment of their entitled wages and statutory beneficial payments by the contractor to The Additional Health Officer, TTD, Tirupati.
 - (9) The Contractor have to ensure that all the workers have insured with Pradhanamantri Jeevan Jyothi Bheema Yojana or Atal Pension Yojana as a welfare measure.
 - (10) The Contractor shall strictly adhere to the statutory regulations viz., Enhanced Wages of TTD Board of Trustees Resolution, PF Act, ESI scheme, Insurance & other regulations covering labor laws. Further, the contractor shall ensure that to pay the new wage components adhering TTD Board Resolution No:326, Dated:09/10/2023 to each sanitary workers who will be deployed strictly. **If the contractor fails the above**, TTD shall reserve the right to take appropriate civil and criminal action against the concerned contractor and consequently the Agreement / MOU shall also be liable for cancellation apart from forfeiture of EMD and Security Deposit and **damages as per law**.
 - (11) The overall quoted amount will be considered for evaluating the lowest tender.
 - (12) The above Quoted Rate is exclusive of GST.

NOTE:

Initially bidders should quote the rate for the items of the BOQ of

schedule –B. The rates quoted in Scheduled-B should be excluding GST but include any other taxes / levies attracted to the item applicable from time to time. No extra taxes & duties will be paid apart from the amount quoted. TTD is authorized to deduct any taxes as applicable from time to time.

“The tenderer will be selected on the basis of the composite score obtained from the Technical Score & Financial Score..

* The bidder is requested to quote lumpsum price for 36 months for submitting Financial/Commercial Bid, duly enclosing break up price details for Service charges, Cleaning Materials and Tools& Machinery per month as prescribed under Schedule- B for Price Bid.

INSTRUCTIONS TO THE TENDERERS / BIDDERS:

- a. The details of machinery to be deployed mentioned in Annexure-VII and the same are to be deployed by the tenderer/ bidder.
- b. If the above said machinery deployed is not working for more than 48 hours, the penalty will be imposed and deducted from monthly payment
- c. Fuel charges are the responsibility of the successful bidder.
- d. The successful bidder has to remit the EPF & ESI of the Employer and Employee contribution of the workers to the above concerned fund without any deviation and submit the remittance details with challan along with succeeding bill.
- e. If the EPF and ESI is not paid to a particular month without valid reasons, next month bill will not be released, and TTD reserve the right to cancel the agreement.
- f. If the successful bidder supplies sub-standard material, TTD has right to reject the material and in no case it is allowed to use on the work. Also, penalty will be imposed @ 10% or higher of the cost of the material which will be decided by the **TTD authorities.**
- g. Bidder should quote for all the items mentioned in Annexure-VII i.e., Machinery & Annexure-VIII i.e., Materials considering the price fluctuations for the total tender period and no excess amount will be paid by TTD due to the price fluctuations if any