



**Smart City Thiruvananthapuram Limited**

**National Competitive Bidding**

**REQUEST FOR PROPOSAL FOR SELECTION OF AGENCY FOR COMPREHENSIVE HOUSEKEEPING SERVICES FOR CAPTAIN LAKSHMI CHILDREN'S PARK IN THIRUVANANTHAPURAM CITY.**

**21 March 2023**

**Notice Inviting Tender (NIT)**

**Chief Executive Officer**  
**SMART CITY THIRUVANANTHAPURAM LIMITED**  
**4th Floor, Felicity Square,**  
**Opp. AG's Office, MG Road, Near Statue,**  
**Thiruvananthapuram – 695 001, India**  
**E-mail: [tenders.sctl@gmail.com](mailto:tenders.sctl@gmail.com)**  
**Website: <https://smartcityvm.in>**

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**NOTICE INVITING TENDER (NIT)**

**NIT No. SCTL/O&M/843/2023/SDO**

**Issued Dated: 21 March 2023**

Smart City Thiruvananthapuram Limited (SCTL) invites **online bids** from eligible bidders for **“REQUEST FOR PROPOSAL FOR SELECTION OF AGENCY FOR COMPREHENSIVE HOUSEKEEPING SERVICES FOR CAPTAIN LAKSHMI CHILDREN’S PARK IN THIRUVANANTHAPURAM CITY”** under the Smart Cities Mission Program of Government of India as per details given below:

S.No.	Particulars	Details
1.	Name of Work	REQUEST FOR PROPOSAL FOR SELECTION OF AGENCY FOR COMPREHENSIVE HOUSEKEEPING SERVICES FOR CAPTAIN LAKSHMI CHILDREN’S PARK IN THIRUVANANTHAPURAM CITY.
2.	Location of Work	Thiruvananthapuram ABD Area
3.	Brief description of Work	Activity 1: General Maintenance and sweeping Activity 2: Toilet Cleaning
4.	Duration of Completion of Work	12 Months from signing the contract.
5.	Bid Validity period	120 days from the due date for submission of tenders (or such extended date).
6.	Probable Amount of Contract (PAC)	
7.	Bid submission Fee	Rs. 2500/-
8.	Earnest Money Deposit (EMD)	Rs.50,000/-
9.	Classification of Contractor	As per eligibility criteria in RFP.
10.	Mode of selection of Contractor	Open Tender on by e-tendering mode.
11.	Publishing Date	<b>21/03/2023; 17:00 Hrs IST</b>
12.	RFP documents to be downloaded from (Date)	<b>21/03/2023; 17:30 Hrs IST</b>
13.	Bid Submission Start Date	<b>22/03/2023; 11:00 Hrs IST</b>
14.	Bid Submission End Date	<b>29/03/2023; 17:00 Hrs IST</b>
15.	Bid Opening Date	<b>30/03/2023; 11:00 Hrs IST</b>
16.	Declaration of Results of Technical Evaluation on website	<b>To be intimated later</b>
17.	Date & Time of Opening Price Bid	<b>To be intimated later to technically shortlisted bidders</b>
18.	Issue of LoA to the Selected Bidder (Contractor)	<b>To be intimated later</b>
19.	Websites for Tender	<a href="https://etenders.kerala.gov.in/nicgep/app">https://etenders.kerala.gov.in/nicgep/app</a> and <a href="https://smartcityvm.in/tenders/">https://smartcityvm.in/tenders/</a>

**E-Bidding Submission Guidelines**

1. Bid documents including the Bill of Quantities (BoQ) can be downloaded free of cost from the Websites <https://etenders.kerala.gov.in/nicgep/app>; and <https://smartcitytvm.in/tenders/>. All bid documents are to be submitted **online** and in the designated cover(s)/ envelope(s) on the designated website in the ITB. Tender/ bids shall be accepted only through online mode on the designated website in the ITB and no manual submission of the same shall be entertained.
2. Late Bids will not be accepted; online submission due time will be as per local server time. The bid submission fee shall be remitted online during the time of bid submission.
3. The hard copies of certificates and documents, as detailed in Instructions to the Bidders, shall be submitted subsequently by the due date after online submission of bids in a separate cover by registered post/speed post before the date and time of opening of technical bid.
4. Price Bid also shall be submitted through online only.
5. Details regarding remittance of Bid Submission Fee and Bid Security, Bid preparation and submission are mentioned in the bid document.
6. The bids shall be opened online at the office of the SCTL in the presence of the authorised representatives of the Bidders, who wish to attend at the above address. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.
7. Tenders/ bids received online without the details mentioned in Instructions to the Bidders will not be considered and shall be summarily rejected.
8. More details can be had from the office of the 'Smart City Thiruvananthapuram Limited' during working hours 10 am to 5 pm IST till pre-bid query date. All other existing conditions related to bidding in force in the Kerala Public Works Department will be applicable in this tender also unless expressly defined in the bidding document.
9. The SCTL shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e-procurement process.
10. Details required for e-payment (Details of bank account having core banking facility and email address of the contractor) shall be furnished along with the tender. Tenders not accompanied by these details will be rejected. All subsequent government orders (Government of Kerala and Govt. of India) connected to tenders and any revision in the rates of taxes would also be applicable to this tender.
11. The Smart City Thiruvananthapuram Limited reserves the right to accept or reject any or all tenders without assigning any reason thereof.

Signature and seal of Authority

Sd/-

**Chief Executive Officer,**

**Smart City Thiruvananthapuram Limited**

### 1.1 e- TENDER No: SCTL/RFP/CLC-P/HK/2023-24

Tenders are invited from eligible agencies for the following work

Name of Work	REQUEST FOR PROPOSAL FOR SELECTION OF AGENCY FOR COMPREHENSIVE HOUSEKEEPING SERVICES FOR CAPTAIN LAKSHMI CHILDREN'S PARK IN THIRUVANANTHAPURAM CITY.
Date of publishing	21 <sup>th</sup> March, 2023
Earnest Money Deposit	Rs. 50,000 /-
Tender processing fee (through e-tendering portal)	Rs.2,500/- [ <i>This shall be remitted in line with the online payment feature stipulate</i> ]
Last date for submission of tender	29 March 2023
Date of opening of Tender	30 March 2023