



NIT No.: IITI(MM)/HS/NIT/AKS/345/2023-24

February 07, 2024


## PREBID REPORT

The meeting for Pre-bid discussion was held at IIT-Indore on 31/01/2024 from 03.00 PM onwards for RFP for End-to-End Cleaning, Sanitation and Sanitization Solutions for IIT Indore.

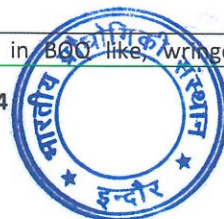
A total of 14 firms has been attended the pre-bid meeting and discussed the following points.

The report of the meeting is as mentioned below.

Sl. No.	Reference of the Clause No. of the Tender Document	Query/Clarification/Deviation sought	Clarification/Response from IIT Indore
1	Page no. 19, Sr. No. 5 of Scoring Methodology	Can you consider satisfaction work experience certificate as per same?	No Change
2	Page no. 18, Part-4, Clause no. 7 of Technical/Pre-Qualification/Presentation Evaluation Criteria	Kindly clarify that the required Hospital based Waste Management License in Education Institute. But this an Educational Institute, so we think the Waste Management License is not required. Please clarify?	Not required.
3	Page no. 2, Point no. 1 of notice inviting tender	Can we pay the EMD through Demand Draft?	Yes
4	Page no. 11, Clause no. 12 of special terms and conditions	The point is not included the Bonus, Leave Salary, Employee Meals, Uniform Laundry etc. of the employees?	Bonus and Leave Salary is the part of salary itself. Leave salary, employee meals and uniform laundry etc. to be paid as per relevant labour laws.
5	Page no. 11, Clause no. 15 of special terms and conditions	Can IIT Indore provide the offices, staff cafeteria and lockers?	No
6	Page no. 14, Clause no. 4 of tasks to be completed daily	Is the scope of garbage disposal under the service provider?	Segregation at source and station the garbage at designated garbage station in the campus is in the scope of service provider.
7	Page no. 14, Clause no. 7 of tasks to be completed daily	Please provide us an indicative monthly expenditure of waste disposal of health center?	The bidder is not expected to dispose off the bio-medical wastes, only segregation is required.
8	Page no. 14, Clause no. 2 of tasks to be completed quarterly.	Can we outsource façade cleaning?	Yes, only glass façade cleaning can be outsourced.
9		Is the escalation of central MW is reimbursed by IIT Indore OR we have to calculate the same whilst computing the bid? If the MW will be reimbursed, what about the escalation of the statutory which are	Please refer clause no. 9e of special terms and conditions wherein: That payment on account of enhancement/ escalation

	Page no. 16, Clause 5c of other conditions	involved to Central MW like PF, ESIC, Bonus etc.	charges on account of revision in wages and statutory payments like EPF/ESI contributions, and service tax levied by the appropriate Govt. (Central/State) from time to time shall be payable by the IIT Indore to the successful bidder on reimbursable basis on submission of proof of such remittances. No escalation of percentage of Bidder's Service Charges and/or cost of materials shall be admissible during the term of the contract.
10	Page no. 21, Financial Bid	The manpower cost should include the CTC expenses of the employees. How do we quote the general expenses and margin?	Please refer the BOQ which includes cost of manpower, machinery and consumables inclusive taxes and service charge.
11	General Query	Can IIT Indore provide Computers, Printers & Software for operation?	No
12	Page no. 10, section-4, clause-5 of special terms and conditions	10% performance security-cost of tender not mentioned	Cost of Tender-Not Applicable
13	Page no. 11, section-4, clause-15 of special terms and conditions	Storage area for chemical/equipment to be provided by the IIT Indore? Please clarify	It may be provided on rental basis charges are negotiable.
14	Page-15, part-3, clause-1B of other conditions	No. of towels, soap dispensers, air fresheners, urinal screen pad, M-Fold dispenser, hand driers required quantity not mentioned	List of tentative washrooms in the campus is attached as annexure - A
15	Page-15, part-3, clause-1D of other conditions	No. of doormats required quantity not mentioned	A campus visit may be planned to assess the quantity, the doormats are required for entire campus.
16	Page-15, part-3, clause-1E of other conditions	No. of steel dustbins required quantity with specific area not mentioned	A campus visit may be planned to assess the quantity, the steel dustbins are required for entire campus.
17	Page-15, part-3, clause-2 (a to p) of other conditions	No. of equipment quantity not mentioned	Refer to the scope of work
18	Page-15, part-3, clause-2 (a to p) of other conditions	All equipment will be common to use in all specific area as per requirement or to purchase individually?	The equipment can be used for other area as well, the operation should be maintained in such a way that the existing work should not be hampered. Some of the buildings have specific requirement that you must assess.
19	Page no. 18, Part-4, Clause no. 7 of Technical/Pre-Qualification/Presentation Evaluation Criteria	Labour license will be provided on individual location after tender awarded. License for chemical storage & hospital waste if mandatory same will be provided after tender awarded.	Existing labour license required. License for hospital waste management is not required.
20	Page no. 32	The specific performance report is not possible to get the report on your	No Change. 

		format. We can provide you the same which we received from the client	
21	BOQ	The column A & B of the BOQ which represents "Minimum Manpower Deployment" and Rates Inclusive Per Sq. Mtr. Per Month" need be shown separately.	Please refer to the revised BOQ.
22	Page no. 17, part-3, clause no. 7a of other conditions	Penalty for shortage of manpower, while the tender is not manpower based?	The penalty will be imposed when the minimum number of manpower is not maintained in any day whatever is quoted with the tender, even though the tender is quality based but this resembles the intervention of manpower through which the operation is maintained, minimum number of manpower is required to be quoted (refer the price bid, page no. 21 to 23 of the tender document).
23	Page no. 17, part-3, clause no. 7e of other conditions	Deadline to repair the unserviceable machinery?	72 hours
24	Page no. 14, part-2, clause no. 4 of the tasks to be conducted daily	Vehicle type to station the garbage at designated garbage station?	Covered 4-Wheeler
25	Page no. 14, part-2, clause no. 2 of the tasks to be conducted quarterly	Can façade cleaning be sublet?	Refer to sr. no. 8
26	Page no. 24 to 38	Can forms be provided in the pdf format?	Yes, as annexure - B
27	Page no. 23, Point no. 9 of Financial Bid	Clarification on 1,2 and 3 BHK Flats?	Only one time cleaning as and when required.
28	Page no. 14, part-2, clause no. 1 of the tasks to be conducted weekly	Rate for cleaning of manholes and chambers to be included in the BOQ?	It is the part of scope of work and depth of the chamber is around 3.25 mtrs. max.
29	Page no. 14, part-2, clause no. 2 of the tasks to be conducted quarterly	Rate with frequency for façade cleaning to be included in the BOQ?	Please refer the revised BOQ.
30	Page no. 15, part-3, clause no. 2 a to p of other conditions	What about the electricity charges for charging the machineries? Is it free or chargeable? In case chargeable then how much per unit and how to calculate consumption?	As per actuals.
31	Page no. 11, Clause no. 15 of special terms and conditions	Rent to provide the space for stores/storage area?	Refer to sr. no. 13
32	Page no. 19, point no. 5 of scoring methodology	The maximum number of each category to be considered to reach the final rating in experience certificates?	Each category of the experience certificate should be at least 3 in a row to secure the same rating otherwise it will be the next low rank.
33	Page no. 15, part-3, clause no. 1b of other conditions	Required number of hand drier machines and the name of the specific building where to install?	Between 12-15 nos.
34	Page no. 15, part-3, clause no. 1c of other conditions	Required number of soap dispensers?	Refer to sr. no. 14
35	BOQ	Price of tools in BOQ like wringer	Please refer to the revised BOQ.



		trolley, telescopic pole, signages etc.?	
36	Page no. 15, part-3, clause no. 2a to p of other conditions	Brand of machineries?	Diversey, Karcher, IPC, Charnock and Roots or as approved by the IIT Indore.
37	Page no. 15, part-3, clause no. 2L of other conditions	Clarification on in-built water tank in road sweeping machine?	Water tank to be used to spray in front of side brush to settle the dry dust.
38	Page no. 15, part-3, clause no. 3a of other conditions	Clarification on brands of cleaning materials?	Diversey, Charnock, Godrej Consumer Products Limited, Kibble, Unger, Roots and Gala or as approved by the IIT Indore.
39	Page no. 14, part-2, clause no. 1 of tasks to be conducted quarterly	Clarification on cleaning of water tanks, overhead tanks and underground tanks?	Not required.
40	Page no. 14, part-2, clause no. 1 of tasks to be conducted quarterly	Clarification on garbage collection?	It is the part of scope of work.
41	Page no. 17, part-3, clause no. 7h of other conditions	Absence of supervisor penalties mentioned in tender documents as it is an end-to-end square meter based contract?	Refer to sr. no. 22

**All prospective/willing bidders are requested to take note of this report as part of the Tender document. All other terms and conditions of the tender remain unchanged.**

Sl. No.	FOR	READ AS
1.	<b>Last Date &amp; Time for submission of online bids (Technical &amp; Price Bid):</b> February 20, 2024 upto 03:00 pm (IST).	<b>Last Date &amp; Time for submission of online bids (Technical &amp; Price Bid):</b> February 22, 2024 upto 03:00 pm (IST).
2.	<b>Date &amp; Time for Opening of Technical Bids Online:</b> February 20, 2024 upto 03:30 pm (IST).	<b>Date &amp; Time for Opening of Technical Bids Online:</b> February 22, 2024 upto 03:30 pm (IST).

**Note:- Please mention additional details in BOQ Sheet No. 2**

  
Assistant Registrar (MMS)



**Annexure - A**

List of Washrooms					
Sr. No.	Building Name	Location	No. of Washrooms	Categories of Washrooms	Total Washrooms
1	Gate no. 1	Gate 1A Complex	3	Common	5
		Gate 1B Complex	2	Ladies	
				Gents	
2	Sports Complex	Ground Floor	5	Ladies	11
			5	Gents	
			1	Handicapped	
3	Balda Farm	Ground Floor	1	Ladies	3
			1	Gents	
			1	Common	
4	Abhinandan Building	Ground Floor to 9th Floor A Wing	10	Ladies	31
			10	Gents	
			10	Handicapped	
			1	Personal	
		Ground Floor to 9th Floor B Wing	10	Ladies	20
10	Gents				
5	Learning Resource Center	Ground Floor	3	Gents	30
			3	Ladies	
			1	Handicapped	
		First Floor	3	Gents	
			4	Ladies	
			1	Handicapped	
		Second Floor	2	Gents	
			2	Ladies	
			1	Handicapped	
		Third Floor	2	Gents	
			2	Ladies	
			1	Handicapped	
		Fourth Floor	2	Ladies	
			2	Gents	
			1	Handicapped	
6	La'Fresco Store	Ground Floor	1	Common	3
		First Floor	2	Common	
7	STP	First Floor	1	Common	1
8	ESS in front of CVR	Ground Floor	1	Common	1
9	ESS in front of Tea Post	Ground Floor	1	Common	1
10	APJ Hostel	Ground Floor	13	Gents	100
			1	Handicapped	
			1	Common	
		First Floor	18	Gents	
		Second Floor	18	Gents	
		Third Floor	18	Gents	
		Fourth Floor	18	Gents	
		Fifth Floor	13	Gents	

*DE*  
07/02/2024

Sr. No.	Building Name	Location	No. of Washrooms	Categories of Washrooms	Total Washrooms
11	HJB Hostel	Ground Floor	13	Gents	100
			1	Handicapped	
			1	Common	
		First Floor	18	Gents	
		Second Floor	18	Gents	
		Third Floor	18	Gents	
		Fourth Floor	18	Gents	
		Fifth Floor	13	Gents	
12	VSB Hostel	Ground Floor	13	Gents	100
			1	Handicapped	
			1	Common	
		First Floor	18	Gents	
		Second Floor	18	Gents	
		Third Floor	18	Gents	
		Fourth Floor	18	Gents	
		Fifth Floor	13	Gents	
13	CVR Hostel	Ground Floor	13	Gents	100
			1	Handicapped	
			1	Common	
		First Floor	18	Gents	
		Second Floor	18	Gents	
		Third Floor	18	Gents	
		Fourth Floor	18	Gents	
		Fifth Floor	13	Gents	
14	Devi Ahilya Hostel	Ground Floor	13	Ladies	100
			1	Handicapped	
			1	Ladies	
		First Floor	18	Ladies	
		Second Floor	18	Ladies	
		Third Floor	18	Ladies	
		Fourth Floor	18	Ladies	
		Fifth Floor	13	Ladies	
15	POD 1B	Ground Floor	1	Gents	18
			1	Ladies	
			1	Handicapped	
		First Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Second Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Third Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Fourth Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Fifth Floor	1	Gents	
			1	Ladies	
			1	Handicapped	

  
 07/02/2024

Sr. No.	Building Name	Location	No. of Washrooms	Categories of Washrooms	Total Washrooms
16	POD 1C	Ground Floor	1	Gents	15
			1	Ladies	
			1	Handicapped	
		First Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Second Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Third Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
Fourth Floor	1	Gents			
	1	Ladies			
	1	Handicapped			
17	POD 1E	Ground Floor	1	Gents	15
			1	Ladies	
			1	Handicapped	
		First Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Second Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
		Third Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
Fourth Floor	1	Gents			
	1	Ladies			
	1	Handicapped			
18	Central Dining Hall	Basement	1	Gents	7
			1	Ladies	
			1	Handicapped	
		Ground Floor	1	Gents	
			1	Ladies	
		Executive Dining	1	Gents	
1	Ladies				
19	Health Center	Ground Floor	1	Ladies	30
			1	Gents	
			1	Handicapped	
			6	Doctor's Room	
		First Floor	1	Ladies	
			1	Gents	
			1	Handicapped	
			5	Patient's Ward	
			2	Doctor's Room	
			2	Common in Office	
		Second Floor	2	Common in Surgery Room	
			1	Ladies	
			1	Gents	
	1	Handicapped			
	4	Patient's Ward			


  
 07/01/2024

Sr. No.	Building Name	Location	No. of Washrooms	Categories of Washrooms	Total Washrooms
20	Lecture Hall Complex	Ground Floor	1	Ladies	15
			1	Gents	
			1	Handicapped	
		First Floor	1	Ladies	
			1	Gents	
			1	Handicapped	
		Second Floor	1	Ladies	
			1	Gents	
			1	Handicapped	
		Third Floor	1	Ladies	
			1	Gents	
			1	Handicapped	
Fourth Floor	1	Ladies			
	1	Gents			
	1	Handicapped			
21	Seminar Hall	Ground Floor	1	Ladies	2
			1	Gents	
22	Nalanda Auditorium	Ground Floor	4	Gents	35
			4	Ladies	
			1	Handicapped	
		First Floor	4	Gents	
			4	Ladies	
		Second Floor	4	Gents	
			4	Ladies	
		Third Floor	4	Gents	
			4	Ladies	
		VIP Room	1	Gents	
1	Ladies				
23	Guest House	Ground Floor	1	Gents	23
			1	Ladies	
			7	Common in Guest Rooms	
		3	Common in Staff Rooms		
		First Floor	11	Common in Guest Rooms	
24	Kshipra Residency	Ground	1	Gents	
			1	Ladies	
25	Narmada Residency	Ground	1	Gents	
			1	Ladies	
26	DRB	Gate Complex	1	Common	
27	School Building	Ground Floor	2	Principal Office	15
			2	Gents	
			2	Ladies	
			1	Handicapped	
		First Floor	2	Gents	
			2	Ladies	
		Second Floor	2	Gents	
2	Ladies				
28	MRS	Ground Floor	1	Common	1
29	Gate no. 2	Ground Floor	1	Gents	2
			1	Ladies	

*DL*  
*07/02/20*



Sr. No.	Building Name	Location	No. of Washrooms	Categories of Washrooms	Total Washrooms
30	CITC (Hub Building)	Ground Floor	1	Gents	6
			1	Ladies	
			1	Handicapped	
		First Floor	1	Gents	
			1	Ladies	
			1	Handicapped	
31	Central Workshop	Ground Floor	1	Gents	6
			1	Ladies	
			1	Handicapped	
		First Floor	1	Gents	
			1	Ladies	
			1	Common	
32	Drishti CPS Foundation Office at Taste Buds	Ground Floor	1	Gents	2
			1	Ladies	
33	HVAC	Ground Floor	1	Common	1
<b>Total Washrooms under Housekeeping</b>					<b>799</b>

*DR*  
*07/12*

Total 05 pages.

*Chaudhary*