

Checklist of Documents - Housekeeping Cleaning Tender

SN	Eligibility Criteria	Documents to be submitted	M/s ALERT CARE & CONSTRUCTION SERVICES PRIVATE LIMITED	M/s ANIKET AMENITIES PRIVATE LIMITED	M/s Arvyn Enterprises		M/s DOLE ENTERPRISES	M/s EXIMIUS MANAGEMENT PRIVATE LIMITED	M/s Flash Security & Intelligence Services	M/s Focus Facility And Security Services	M/s Geet Manoram Associates LLP	M/s Kaarya Facilities And Services Limited	M/s KUSHANG SECURITY & HOUSE-KEEPING SERVICES PRIVATE LIMITED	M/s MPower Facility Services Private Limited	M/s Orient Services	M/s Pahal Swayam Sevi Sanstha	M/s RADHA ELECTRICALS	M/s Rising Facility Management	M/s SON'S HOUSE	M/s Suvidha Services	M/s WWSO Security And Facility Limited	
			Yes/No	Yes/No	M/s Arvyna	M/s Muktanand	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
1	Bidder shall be a valid legal entity registered with appropriate government authority in the form of a firm / company / LLP / Joint Venture. Bidders shall submit Registration / Incorporation certificate along with details of ownership, address, contact details including e-mail and telephone numbers. In case of a JV, documents of each JV partner shall be submitted.	Attested copy of Certificates of Incorporation issued by the respective registrar of firms/companies.	Yes	Yes	Yes/No ROF - Yes Partnership Deed of M/s Arvyna & M/s Muktanand - Yes		Proprietorship Udyam - Yes	Yes	Proprietorship Udyam - Yes	Proprietorship Udyam - Yes	Yes	Yes	Yes	Yes	Partnership Deed - Yes Registration Certificate - Yes	Yes	Proprietorship Udyam - Yes	Yes	Proprietorship Udyam - Yes	Register of Firms - Yes	Yes	
2	The Bidder should be registered with the Income Tax, GST and also registered under the labour laws, Employees Provident Fund Organization, Employees State Insurance Corporation. Copies of tax returns and any document issued by concerned Government authority indicating EPFO ESIC registration shall be admissible. In case of a JV, documents of each JV partner shall be submitted.	PAN	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	
		GST	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes
		Labour Registration	Yes	No Undertaking Submitted	Yes	Yes	Yes - Expired Year 2021	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	Yes
		ITR	Yes	FY 2019-20 - Yes FY 2020-21 - Yes FY 2021-22 - No	Yes	Yes	No	Yes	ITR for FY 2021-22 is not filed	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	FY 2019-20 - Yes FY 2020-21 - Yes FY 2021-22 - No
		EPFO Registration ESIC Registration	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	No No	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	Yes Yes	No No	Yes Yes
3	The Bidder should have experience in the similar field of providing Housekeeping & Cleaning Services in the Government Departments / Public Sector (Central or State) for the last five consecutive years. In case no bidder has provided government experience / public sector experience, then the bidders with experience in private sector organizations may also be considered by the competent authority of the Client. The bidder has to submit the relevant work experience certificates to the tune of a. 3 works; each of value at least Rs. 50 Lakh; OR b. 2 Works each of value at least Rs. 75 Lakh; OR c. 1 Work of value at least Rs. 150 Lakh. In case of a JV, the JV partners should cumulatively meet this requirement AND the lead partner must individually satisfy at least 80% of the requirement.	Attested copy of experience certificates for completed work / ongoing work issued by the Government Departments / PSUs / Private Sector shall be acceptable.	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	No Value of work order is lesser than the requirement	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No Value of work order is lesser than the requirement	
		Attested copy of manpower wages roll and EPFO Challan in support of available manpower (duly submitted to EPFO) in respect of the previous four quarters shall be acceptable.	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	Yes	Submitted for 3 months August 22 to October 22	Yes	Yes	Submitted for Aug 2020 to Jul 2021 and Sept 2021	Not submitted for May 2022	No	No	No	Yes
4	The bidder should have valid certifications like ISO 9001 and Environmental Management Systems (ISO 14001)	ISO 9001	Yes	Yes (Draft copy submitted without certificate date, number and authorized signature)	Yes		Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	Yes	
		ISO 14001	Yes	Yes	Yes		No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes Expired in 2021	Yes
5	Minimum average annual turnover of the bidder during last three financial years shall be at least Rs. 100 Lakh	Attested copy of the audited balance sheets along with audit report for the completed three financial years i.e. for 2019-20, 2020-21 and 2021-22. (However, in support of 2021-22, an attested and signed copy of provisional balance sheet shall be acceptable).	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes FY 2019-20 - Yes FY 2020-21 - Yes FY 2021-22 - No	CA Certificate - Yes Balance Sheet - Yes Turnover less than 100 lakhs	CA Certificate - Yes Balance Sheet - Yes	No	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes FY 2019-20 - No FY 2020-21 - Yes FY 2021-22 - No	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate - Yes Balance Sheet - Yes	CA Certificate Not Audited Balance Sheet - No	CA Certificate - Yes Balance Sheet - Yes FY 2019-20 - Yes FY 2020-21 - Yes FY 2021-22 - Yes	CA Certificate - Yes Balance Sheet - Yes FY 2019-20 - Yes FY 2020-21 - Yes FY 2021-22 - No	CA Certificate - Yes Balance Sheet - Yes

ON LEAVE

Rajesh Kumar, UDC, SEEPZ

Ravindra Kumar
Ravindra Kumar, Assistant, SEEPZ

Rekha Nair
Rekha Nair, Assistant, SEEPZ

GS Bhandari
GS Bhandari, Assistant, SEEPZ

Bridget Joe
Bridget Joe, EA to DC/EM/PAO, SEEPZ

Minutes of the meeting of Tender Evaluation Committee for Housekeeping & Cleaning Tender.

In reference to the Tender no. GEM/2022/B/2475176 dated 29/08/2022. Accordingly, the tender has been opened on 17/10/2022 and eighteen (18) bids were received from the following bidders –

1. M/s Alert Care & Construction Services Private Limited
2. M/s Aniket Amenities Private Limited
3. M/s Armukt Enterprise
4. M/s Dole Enterprises
5. M/s Eximius Management Private Limited
6. M/s Flash Security & Intelligence Services
7. M/s Focus Facility & Security Services
8. M/s Geet Manoram Associates LLP
9. M/s Kaarya Facilities And Services Limited
10. M/s Kushang Security & House-Keeping Services Private Limited
11. M/s Mpower Facility Services Private Limited
12. M/s Orient Services
13. M/s Pahal Swayam Sevi Sanstha
14. M/s Radha Electricals
15. M/s Rising Facility Management
16. M/s Son's House
17. M/s Suvidha Services
18. M/s WWSO Security And Facility Limited

Tender Scrutiny Committee has scrutinized the bids in terms of the pre-qualification criteria specified in the Tender Document. The first scrutiny was completed on 24.11.2022 and missing historical documents were recalled vide email from the bidders. The checklist of the first scrutiny by the Tender Scrutiny Committee is enclosed as Annexure-I. On the basis of recalled documents vide email dt. 28.11.2022 and 07.12.2022 the final scrutiny was conducted and the checklist of final scrutiny by the Tender Scrutiny Committee is enclosed as Annexure-II.

[1]

The observations of the Scrutiny Committee is as follows -

SN	Bidder Name	Pre-Qualification Criteria					Remarks
		Legal Valid Entity	Registration	Experience	Certification	Turnover	
1	Alert Care & Construction Services Private Limited	✓	✓	✓	✓	✓	1. All documents w.r.t. pre-qualification criteria is submitted
2	Aniket Amenities Private Limited	✓	x	✓	✓	x	1. Labour Registration document not submitted and an undertaking to submit the same after award of contract is submitted. 2. ITR for FY 2021-22 is not submitted. 3. ISO certificates submitted are draft copies and there is no certifications no., date or authorized signature on the certificates. 4. Balance Sheet for the FY 2021-22 is not submitted
3	Armukt Enterprise	✓	✓	✓	✓	✓	1. This is JV between M/s Arvyna & M/s Muktanand. Turnover of one of the JV partners is as per the pre-qualification criteria.
4	Dole Enterprises	✓	x	x	x	x	1. Labour Registration is expired in the year 2021. 2. ITR for FY2019-20, FY2020-21, FY2021-22 is not submitted. 3. Work Experience and EPFO challan are not submitted. 4. ISO 14001 is not submitted. 5. Turnover criteria is not fulfilled.
5	Eximius Management Private Limited	✓	✓	✓	✓	✓	1. All documents w.r.t. pre-qualification criteria is submitted
6	Flash Security & Intelligence Services	✓	x	✓	✓	✓	1. ITR is not filed for the financial year 2021 - 2022
7	Focus Facility &	✓	✓	✓	✓	✓	1. All documents w.r.t. pre-qualification

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	Security Services						criteria is submitted
8	Geet Manoram Associates LLP	✓	x	x	x	x	<ol style="list-style-type: none"> 1. ITR for FY2019-20, FY2020-21, FY2021-22 is not submitted. 2. EPFO and ESIC Registration is not submitted. 3. Value of the work order does not meet the pre-qualification criteria. 4. ISO 14001 is not submitted 5. Balance sheet in support of FY 2019-20 and FY21-22 is not submitted.
9	Kaarya Facilities And Services Limited	✓	✓	✓	✓	✓	<ol style="list-style-type: none"> 1. All documents w.r.t. pre-qualification criteria is submitted
10	Kushang Security & House-Keeping Services Private Limited	✓	✓	x	x	✓	<ol style="list-style-type: none"> 1. EPFO challan submitted only for 3 months i.e. Aug-22 to Oct-22 2. ISO 9001 is not submitted
11	Mpower Facility Services Private Limited	✓	✓	✓	✓	✓	<ol style="list-style-type: none"> 1. All documents w.r.t. pre-qualification criteria is submitted
12	Orient Services	✓	x	✓	✓	✓	<ol style="list-style-type: none"> 1. Labour Registration document not submitted and an undertaking to submit the same after award of contract is submitted.
13	Pahal Swayam Sevi Sanstha	✓	✓	x	✓	✓	<ol style="list-style-type: none"> 1. EPFO challan submitted for Aug 2020 to Jul 2021 and Sept 2021.
14	Radha Electricals	✓	✓	x	✓	✓	<ol style="list-style-type: none"> 1. EPFO challan is not submitted for May 2022.
15	Rising Facility Management	✓	✓	x	✓	✓	<ol style="list-style-type: none"> 1. EPFO Challan in respect of last 4 quarters is not submitted
16	Son's House	✓	x	x	x	x	<ol style="list-style-type: none"> 1. PAN & GST registration are not submitted. 2. EPFO Registration is not submitted. 3. Work Experience and EPFO challan are not submitted. 4. ISO certificates are not submitted. 5. CA Certification and balance sheet are not









 9/12/22

							submitted.
17	Suvidha Services	✓	x	x	x	x	1. Labour Registration and ITR for FY2021-22 are not submitted. 2. Value of work order does not meet the pre-qualification criteria. 3. EPFO challan is not submitted. 4. ISO 9001 is not submitted. 5. ISO 14001 is expired in the year 2021. 6. Balance sheet for FY2021-22 is not submitted.
18	WWSO Security And Facility Limited	✓	✓	✓	✓	✓	1. All documents w.r.t. pre-qualification criteria is submitted

Conclusion:


The Bidders qualified for the Technical Evaluation as per the Pre-Qualification Criteria are as follows –

1. M/s Alert Care & Construction Services Private Limited
2. M/s Armukt Enterprise
3. M/s Eximius Management Private Limited
4. M/s Focus Facility & Security Services
5. M/s Kaarya Facilities And Services Limited
6. M/s MPower Facility Services Private Limited
7. M/s WWSO Security And Facility Limited


Declaration:


I declare that I have no conflict of interest with any of the bidder in this tender.


 (Hareesh Dahilkar)
 ADC, SEEPZ
 Member Secretary


 (Bridget Joe)
 PAO, SEEPZ
 Member


 (Anil Chaudhary)
 SO, SEEPZ
 Member

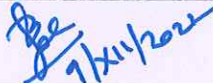

 (CPS Chauhan)
 Jt. DC, SEEPZ
 Member



 (Shyam Jagannathan)
 DC, SEEPZ
 Chairman


Technical Evaluation Sheet - Housekeeping & Cleaning Tender

SN	Criterion	Marking Criterion		Smt. Bridget Joe, Member						
		Marking Schedule	Total	Alert Care & Construction Services Pvt. Ltd.	Armukt Enterprise	Eximus Management Pvt. Ltd.	Focus Facility & Security Services	Kaarya Facilities & Services Ltd.	Mpower Facility Services Pvt. Ltd.	WWSO Security & Facility Ltd.
1	Bidder must have number of years of experience working as a housekeeping and cleaning service provider. <input type="checkbox"/> Registration / Incorporation Certificate <input type="checkbox"/> PAN & GST registration	Maximum Marks: 10 Marks 1. 5 Marks = Completion atleast 3 years 2. 7 Marks = Completion 3 yrs to 5 years 3. 10 Marks = Completion more than 5 years.	10	10	10	10	10	10	10	10
2	The bidder has to submit the relevant work experience certificates to the tune of a. 3 works; each of value at least Rs. 50 Lakh; OR d. 2 Works each of value at least Rs. 75 Lakh; OR e. 1 Work of value at least Rs. 150 Lakh. <input type="checkbox"/> Work completion certificate to be attached	Maximum marks: 15 marks	15	15	15	15	15	15	15	15
3	Average Turnover Qualification for preceding last 3 F.Y.: <input type="checkbox"/> CA certificate and Audited Balance Sheet	Maximum Marks: 10 Marks 1. 5 Marks = Turnover upto 50 Lakhs 2. 7 Marks = Turnover more than 50 Lakhs to 1 crores. 3. 10 Marks = Turnover more than 1 crores.	10	10	10	10	10	10	10	10
4	Survey Report & Planning to be submitted by the bidder defining the present & future prospective of cleaning of SEEPZ SEZ and Residential Complex.	Maximum Marks: 25 Marks	25	0	20	20	15	20	15	15
5	At least 25% of the tentative required manpower shall be employed by the bidder for last 1 year or more.	Maximum marks: 10 marks	10	10	10	10	10	10	10	10
6	List of Materials & Machines to be deployed at SEEPZ SEZ along with Original Equipment Manufacturing Authorization Certificate.	Maximum Marks: 15 Marks	15	0	5	10	5	5	5	5
7	Methodology & Reporting System	Maximum Marks: 15 Marks	15	0	10	10	10	10	10	10
Total	Total=(1+2+3+4+5+6+7)		100	45	80	85	75	80	75	75


(Haresh Dahilkar)
ADC, SEEPZ


(Bridget Joe)
EM/PAO, SEEPZ


(Anil Choudhary)
SO, SEEPZ


(C.P.S. Chauhan)
Jt. DC, SEEPZ


(Shyam Jagannathan)
DC, SEEPZ