

SAINIK SCHOOL SUJANPUR TIRA

Tele : 01972-272024

No: SSST /QM /BARBER /2021-22

Date _____

Cost of the form Rs. 500 /- paid vide DD No. _____ dated _____

Earnest Money Rs 2000 /- paid vide DD No. _____ dated _____

**TENDER FORM FOR PROVISIONING OF BARBER SERVICES
FOR THE PERIOD FROM 01 MAY 2021 TO 30 APRIL 2022**

(Any alteration / addition made in the tender form will make it null and void)

1. Sealed tenders are invited from agencies of good repute having sound financial background and experience, by **1700 hrs on 06 Apr 2021**, for provisioning of BARBER services purely on contractual basis from **01 May 2021 to 30 Apr 2022:-**

2. Tender forms are available at school office on payment of **Rs 500/-** (non-refundable) through **PNB/SBI/CANARA DEMAND DRAFT** in favour of **PRINCIPAL, SAINIK SCHOOL SUJANPUR TIRA**, payable at Sujapur Tira, up to **1700 hrs on 06 Apr 2021**. Earnest money of **Rs 2000/-** in the form of Demand Draft, refundable on finalization of tender, in favour of Principal Sainik School Sujapur Tira, as mentioned above, is to be remitted along with filled-in tender form. Photocopy of Money Receipt issued by the School, vide which the tender form was purchased, shall also be attached with the filled in Tender Form for verification. In case the tender form is down loaded from the School website, received by post, or by any other means, it shall accompany two separate demand drafts for **Rs.500/-** (non-refundable amount towards the cost of the form) and **Rs.2,000 /-** (towards EMD). In case, cost of tender form, and /or EMD is not deposited, the tender will be summarily rejected and the draft accompanying the tender form shall be forfeited. Tenders will be opened at **1000 hrs on 08 April 2021** in presence of the bidders / authorized agents, in the School premises. **Principal reserves the right to accept or reject any or all tenders without assigning reasons thereof.**

3. **TERMS AND CONDITIONS FOR PROVISIONING OF BARBER SERVICES.**

(a) The rates quoted should be for military style hair cutting and shaving , using manual /electrical hair cut machine, to be given to the students of Sainik School Sujapur Tira, once in every 15 Days and every third day respectively . Rates quoted shall be inclusive of all charges, tax including VAT, for service at the school salon on stipulated dates & timing. Separate rates shall be quoted for all categories as given in paragraph 4 below.

(b) The contract shall be for the period from **01 May 21 to 30 Apr 22**. However, it will come in to effect from the date of actual issue of orders. The firm must quote IT, Sales Tax, CST, HPST registration numbers, TIN, as applicable and attach documentary proof for the same along with the tender papers.

(c) The tenderer is to note that once contract is finalized, if necessary, after due negotiations of rates, has to deposit security amount of Rs.6, 000/- in the form of DD, before the indent for services is placed.

- (d) The Contractor will provide barber services to Sainik School Cadets in the barber shop provided by the school in Shopping Complex.
- (e) You will employ minimum three barbers with one set each of high quality haircutting machines and other relevant Instruments like scissors, combs etc. The Barbers will use clean apron, blowers, shaving brush etc at all times. The instruments must be sterilized after every individual hair cut.
- (f) Blades, if used shall be disposed off after single use and it shall be ensured that no single blade is used for two different students.
- (g) The instruments used for the hair cutting of the first individual be sterilized by dipping them in Detol/Savlon solution for sufficient time. And another set of sterilized instruments be used for the next Cadet.
- (h) The contractor/Barbers will not entertain or bring any person not employed by the School in the complex.
- (i) The hygiene, upkeep and cleanliness of the room/shop will be Contractor's responsibility.
- (j) Haircutting services will be provided as per the roster regulated by the school from time to time, on all the week days except on Tuesdays as per the following timings:-
- (i) From 1400 hrs to 1500 hrs on Mondays, Wednesday, Thursdays & Fridays
 - (ii) From 1400 hrs to 1900 hrs on Saturdays
 - (iii) From 0900 hrs to 1900 hrs on Sundays & Holidays (including Lunch break)
- (k) Alternatively, barbers employed by the contractor will be required to visit the staff quarters to give haircuts to the staff members on Sundays only. They may, however, avail one day (to be informed to the authorities) as weekly off.
- (l) The barbers employed by the contractor will meticulously follow the house wise monthly schedule drawn by the school as also the standard of haircuts laid down for the students befitting the standards of Sainik School. On an average 20 such hair cuts would be required every day. The barber, in addition to routine service, will also undertake the responsibility of giving special/additional haircuts to the students as and when required by the authorities. Replacement of any such barber, during the approved period of contract shall be meticulously ensured by the contractor.
- (m) Electrically charges will be levied as per the HP SEB rates /actual consumption and shop rent at the rate of Rs. 1000/-pm. Any alteration /deletion in whatever form to the allotted accommodation for running the shop is not allowed. Cooking or lighting of fire in the shop premises is strictly prohibited.

- (n) Request for enhancement of contract rates under any circumstances, will not be considered, once the rates are finalized. Hence, the bidder is to quote rates accordingly, keeping the market factors in mind. The market standing of the contractor in terms of permanent shop, infrastructure, financial soundness, previous service to the school, etc. shall be verified before award of the contract.
- (o) Payment will be made by crossed cheque only, once in a month on submission of the corrected and verified bill through the staff in charge, for total number of haircuts actually given to the students. Payment will be made within a month from the date of the receipt of the corrected bill. **TDS will be deducted** from each payment, where applicable, as per latest Income Tax Rules. No advance payment is permissible. However, for services rendered to the staff, approved charges may be collected from the member of the staff, directly.
- (p) In the event of irregular or failure of adherence to service schedule on the stipulated date and time, or rejection of the service, and if no satisfactory remedial action is accomplished within seven (07) days of demand, the school is at liberty to get the required services from the local market without prejudice. The excess cost paid over and above the contract rate of such services locally availed, inclusive of charges and departmental charges will be recoverable from amount due to be paid to the service provider by way of redemption of monthly bill or from the security deposit. In addition, a penalty to the extent of Rs.100/- will be imposed for any day during the month if the Principal, Sainik School, Sujapur Tira is convinced that the failure in meeting the demand either in part or full is due to the carelessness or negligence of the service provider.
- (q) Inability on the part of the contractor, to continue with the contract any time during the approved tenure will be liable to forfeiture of the entire security amount deposited with the school, without any notice and the contract shall be awarded to the next agency, without any prejudice.
- (r) In case of any dispute, the decision of the Principal, Sainik School Sujapur Tira shall be final which will be disposed off within the Hamirpur court jurisdiction only.
- (s) The sealed envelope of the tender paper of services will be stipulated with the category for which the tender is submitted i.e. **'TENDER FOR PROVISIONING OF BARBER SERVICES'** for **2021-22.**
- (t) List of employees, employed by the vendor will be provided after finalization/before commencement of the tender for issue of Security Passes.
- (u) An agreement bond is to be executed on a non-judicial paper of Rs.50/- value by the approved supplier/ contractor before placement of order.
- (v) The Principal SSST reserves the right to fine upto Rs. 5000/- or terminate the contract in case of unsatisfactory services.

4. **SPECIFICATIONS OF BARBER SERVICES TO BE PROVIDED** (To be quoted by the tenderer)

Ser	Particulars	Rate (in Rupees)
(a)	Hair Cutting rate per cadet per month	
(b)	Hair Cutting rate per cut (for Staff)	
(c)	Rate for shaving	
(d)	Rate for baby cut (boys)	
(e)	Rate for baby cut (girls)	

5. The above mentioned details with terms and conditions from Sl. No 1 to 3 (v) have been read and understood by me/us and I/we express my /our acceptance towards them same.

Signature of the Bidder.

Name: _____

Address _____

Tel : _____

E-mail (if any) : _____

Enclosed Demand Draft for

(a) Rs.500/- towards cost , and / or

**(b) For Rs. 2,000/- as EMD along with
this Tender Form.**

(Tick / Strike out as applicable)

To

The Principal,
Sainik School
Sujanpur Tira-176110
Distt. Hamirpur (HP)