

DEENDAYAL PORT AUTHORITY
OFFSHORE OIL TERMINAL, VADINAR
EXPRESSION OF INTEREST

EOI No: OOT/C-RM/

Dated: /----/2024

**Sub:- Rates for Supply of toiletry, linen items and providing laundry
(Running and maintenance of Guest House and staff
canteen at OOT Vadinar. For a period of three years.)**

(This Notice is issued only to elicit Expression of Interest from the parties interested in the work and does not constitute any binding commitment from the DEENDAYAL PORT AUTHORITY to proceed with the work or invite any or all the parties in the subsequent bidding process. Public Tenders will be issued subsequently)

SECTION – I

DEENDAYAL PORT AUTHORITY (DPA) invites expression of interest from the Registered Civil Contractors and having experience of Civil Works for “**Rates for Supply of toiletry, linen items and providing laundry (Running and maintenance of Guest House and staff canteen at OOT Vadinar. For a period of three years.)**” The expression of interest can be downloaded from Port website www.deendayalport.gov.in.

The works consist of **Rates for Supply of toiletry, linen items and providing laundry (Running and maintenance of Guest House and staff canteen at OOT Vadinar. For a period of three years.)** Before supplying of Toiletry materials . linen items and providing laundry , agency can be visited the guest house.

The items with description are provided in **ANNEXURE - II**

The party shall submit quotation in the format provided at **Annexure-II**.

How to Apply: Interested Parties are requested to submit EOI not later than **1500 hours IST on , 2024.**

Details of the Party [ies] shall be filled as per Annexures and submit :

- Name and Address.
- Contact person[s] along with contact details, and

Documents to be submitted

1. Form – A – [Application]
2. Annexure – I [Particulars of Firm]
3. Annexure – II [Budgetary Offer]
4. Annexure – III [Consumable and Toiletry Materials]

Suggestions

The Firms may also submit their suggestions and views, if any, that can be considered for the Project, in a separate sheet.

Address for communication:

Executive Engineer (C),
Administration Office Building,
Offshore Oil Terminal,
DEENDAYAL PORT AUTHORITY,
Vadinar, Dev Bhoomi Dwarka - 361010.
Tel: 0288-257301
Email: eecivil.oot@deendayalport.gov.com

SECTION – II

Form - A

LETTER OF TRANSMITTAL (To be typed in Firm's Letterhead)

To

The Executive Engineer (C)
Administration office Building,
Offshore Oil Terminal,
Deendayal Port Authority,
Vadinar, Dev Bhoomi Dwarka – 361010.

**Sub: - Rates for Supply of toiletry, linen items and providing laundry
(Running and maintenance of Guest House and staff canteen at OOT
Vadinar. For a period of three years.**

Sir,

Having examined the details given in EOI Notice and EOI document for the above project, I/we hereby submit our Expression of Interest and the relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed form and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for EOI and have no further pertinent information to supply.
3. I/We also authorize DEENDAYAL PORT AUTHORITY or their authorized representatives to approach individuals, employers and firms to verify our competence and general reputation.
4. I/We submit the following certificates in support of our suitability and capability for having successfully provided the services along with prescribed format.
5. We understand that DPA will be at liberty to finalize requirements and issue public tenders for the work.

Thanking you

Signature(s) of Applicant(s)

Enclosures:

Seal of applicant:

Date of submission:

Annexure – I

Name of firms/Applicants (Organizational Structure)

1	Name & Address of the applicant with Telephone No./Fax No	
2	a) Year of Establishment	
	b) Date & Year of commencement	
	c) Legal status of the applicant (attach copies of original document defining the legal status)	
3	a) A proprietary firm	
	b) A firm in partnership	
	c) A limited company or Corporation/ Joint venture / Consortia	
	d) State owned	
4	Any other information considered necessary but not included above	
5	PAN Number	
6	GST Registration Number	
7	Provident Fund Certificate Number	

Annexure - II

Sub: Rates for Supply of toiletry, linen items and providing laundry (Running and maintenance of Guest House and staff canteen at OOT Vadinar. For a period of three years.

1	Providing Laundry services (washing & ironing) for Guest House linen items like Bed sheet with pillow cover, Blanket, Bath Towel, Hand Towel, Window Curtain, Door curtain, Sofa Cover etc. as per the scope work and as directed by the Engineer-in-Charge.	Quantity	Unit	Rate in Rs.
a	Bed sheet with pillow cover	1	Each	
b	Blanket	1	Each	
c	Bath Towel	1	Each	
d	Hand Towel	1	Each	
e	Window curtain	1	Each	
f	Door curtain	1	Each	
g	Sofa cover	1	Each	
2	Providing and supplying of Consumables and Toiletry materials for use of cleaning work and supplying to the Guest house rooms where guest are staying. Materials like Brooms, Phenyl (Harpic), Acid, Air freshener, Toilet freshener (Odonil), Hand wash, Glass cleaner, Nephthalene ball, Bath soap(small), Shampoo Sachet(small), mosquito repellent etc. as per the scope of the work and as directed by Engineer-in-charge.			
a	Broom	1	Each	
b	Toilet Disinfectant (1 ltr) – Harpic	1	Each	
c	Floor cleaner (1 ltr) – Lizol	1	Each	
d	Air freshener (270ml) – Odonil	1	Each	
e	Toilet freshener (50gm) – Odonil	1	Each	
f	Liquid Mosquito repellent (45ml) – All out/Goodnight	1	Each	
g	Hand wash (200ml) – Dettol/Lifebouy	1	Each	
h	Glass cleaner (500ml) – Colin	1	Each	

i	Naphthalene balls – 1 kg	1	Each	
j	Bath Soap small	1	Each	
k	shampoo sachet small	1	Each	
3	Providing and supplying following linen, bedding and other items as per specification given in the scope of work and as directed by Engineer-in-charge			
a	Flexible Polyurethane Bed Mattresses with Rixin Cover of ISI Mark duly embossed IS : 7933-1975 Size--Length 72" Width 36" Thickness 4". Feature Antibacterial, anti-dust mites, antifungal and anti-allergic Hydrophilic and breathable fabric Elastic bands for easy usage, along with pillow		Each	
b	Single Bed sheet with pillow cover Brand: Bombay Dyeing or equivalent Size: 150 cmx229cm	1	Each	
c	Double Bed sheet with pillow cover Brand: Bombay Dyeing (cardinal) Size: 228cmx254cm	1	Each	
d	Blanket (Wool) Brand: Raymond (Mist) Size:1.37mx2.29m Specification: Weight -1.65 kg, made by spun by spun minimum 60% wool + 40% other fibers	1	Each	
e	Blanket (Cotton) Brand: Raymond/Bombay dyeing Size:150cmx220cm Specification: Weight -800 g, made 100% cotton	1	Each	
f	Bath Towel Brand: Bombay Dyeing (Tulip)/ Raymond Size: 75cmx150cm	1	Each	
g	Hand Towel Brand: Bombay Dyeing (Tulip)/ Raymond Size: 75cmx150cm	1	Each	
h	Bucket (18-20ltr)	1	Each	
i	Mug (1.5ltr)	1	Each	
j	Bath stool (27x27x27cm)	1	Each	
k	Plastic dustbin with paddle small (10ltr)	1	Each	
l	Plastic dustbin with paddle big (20ltr)	1	Each	
m	Foot mat	1	Each	

Note: Rate shall be exclusive of GST

Seal & Signature of the Contractor

Annexure – III

Item no-01 : Providing Laundry service includes the following:

1. Bed sheet with pillow cover weekly once (10 nos.).
2. Blanket once in month (10 nos.).
3. Bath Towel weekly once (10 nos.).
4. Hand Towel weekly once (10 nos.).
5. Window curtain once in 1 month (42 nos.).
6. Door curtain once in 1 month (48 nos.).
7. Sofa cover (set 3+1+1) once in 1 month (4 nos.).
8. The above quantity considering tentative, it may be very both the sides as per actual requirement, contractor shall not entertained any extra claim for this purpose.

Item no-02 : Providing and supplying Consumables and Toiletry materials includes the following:

1. Broom one per week.
2. Toilet Disinfectant [Diversey / Taski / Harpic] – 2.0 lit. per week.
3. Floor cleaner [Diversey / Taski / Harpic] – 2.0 lit. per week.
4. Air Freshener [Ambipure / godrej aer] (270ml.) – 03 nos. per month.
5. Toilet Freshener-(Odonil/Garden Fresh) (50ml.) – 01 no. per room for 1 month for 10 rooms.
6. Liquid Mosquito repellent [All out / good night / mortine] (45ml.) – 05 no. per 10 room for months (10 rooms x 05 no. x 01 month).
7. Hand wash [Lifebouy / Dettol / Santoor] (200ml.) – 05 no. per month (10 rooms x 05 no.).
8. Glass cleaner (Colin liquid and yellow cloth) (500ml.) – 02 no. per month.
9. Naphthalene balls (Superior quality) – 05 kg. per year.
10. Bath soap small [Lifeboy / santoor / mysore sandal /Dettol] – 10 nos. per week.

11. Shampoo sachet [Sunsilk / pantene] small – 10 nos. per week.
12. The quantity indicated above are minimum, the contractor shall provide the same if any extra during the contract period. No extra payment shall be entertained for this purpose.

3.1. Item no-03: Providing and supplying following linen, bedding and other items as per specification given below:

Sr.	Description of Item	Brand and Specification
A	Bedding Items	
1	Single Bed sheet with pillow cover	Brand: Bombay Dyeing (cardinal) Size: 150 cm x 229 cm
2	Double Bed sheet with pillow cover	Brand: Bombay Dyeing (cardinal) Size: 228 cm x 254 cm
3	Blanket (Wool)	Brand: Raymond (Mist) Size: 1.37 m x 2.29 m Specification: Weight -1.65 kg, made by spun by spun minimum 60% wool + 40% other fibers
4	Blanket (cotton)	Brand: Raymond/Bombay dyeing Size: 150cmx220cm Specification: Weight -800 g, made 100% cotton
5	Bath Towel	Brand: Bombay Dyeing (Tulip)/ Raymond Size: 75cmx150cm
6	Hand Towel	Brand: Bombay Dyeing (Tulip)/ Raymond Size: 75cmx150cm
B	Other Items	
1	Bucket (18-20ltr)	Cello / Milton / Nayasa
2	Mug (1.5ltr)	Cello / Milton / Nayasa
3	Bath stool (27x27x27cm)	Cello / Milton / Nayasa
4	Plastic Dustbin with peddle (10ltr)	Cello / Milton / Nayasa
5	Plastic Dustbin with peddle (20ltr)	Cello / Milton / Nayasa
6	Foot mat	Superior quality

Signature of contractor