

January 22, 2018



**National
Institute of
Bank
Management**

NIBM Post Office, Kondhwe Khurd, Pune 411 048 (India)
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**Soni P Philip
Chief Administrative Officer**

Dear Sir

Sub : Quotation for Laundry Services at NIBM Campus for the year 2018-19

As you are aware National Institute of Bank Management (NIBM) is an apex level Institute for Training, Consultancy and Research in the Banking Industry.

We wish to invite **Quotations for the above mentioned subject**. Sealed quotations in the prescribed form along with the detailed information of the agency (enclosed) addressed to the Director, National Institute of Bank Management, Kondhwe Khurd, P.O. NIBM, Pune 411 048, should be deposited in the tender box kept in room no.1109, first floor, block I at NIBM between 2.00 p.m. and 5.00 p.m. on any working day, on or before February 9, 2018.

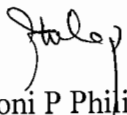
Terms for tendering quotations are as follows :

1. Kindly quote rate for washing and pressing against each item in the annexures enclosed. The rates will be for a period from April 1, 2018 to March 31, 2019. The contract can be extended for a maximum period of three years, one year at a time, if the services are found satisfactory by the Institute. Increase in rates would also be considered during such extensions, based on prevailing rates.
2. The linen items are to be collected / delivered from Hostel No. I-IV and Hostel No. V every Tuesday and Friday. In case any of these days fall on a holiday, the collection / delivery will be done on the previous working day. Failure in adhering to the above schedule will involve penalty of Rs 100/- per day.
3. The to and fro transport from NIBM to your laundry and back shall be your responsibility and at your cost.
4. The successful tenderer will have to deposit a performance security deposit of Rs.25,000/- (Rupees Twenty Five thousand only) by Demand Draft. The security deposited shall be refunded after 60 days from completion/termination of contract.
5. The bill should be submitted once in a month. The payment of the same will be made within 10 days if found in order.

6. In case of loss of linen, the replacement cost of the lost item/s will be adjusted against the monthly payment of washing charges.
7. The contract can be terminated by either side by giving one month's clear notice.
8. The price quoted will be final and no change will be entertained for any reason what-so-ever.
9. All quotations should be signed by the person authorized to do so and should be stamped with the seal of the Agency.
10. NIBM reserves the right to reject any or all the quotations without assigning any reason thereof.

Thanking you

Yours faithfully



Soni P Philip
Chief Administrative Officer

Encl. : A/a.

Annexure "A"
Rates for Institutional Linen

From April 01, 2018 to March 31, 2019

Sr.No.	Items	Rates
1	<i>Bed Sheet</i>	
a	Single	
b	Double	
2	<i>Bed Cover</i>	
a	Single	
b	Double	
3	<i>Pillow Cover</i>	
a	Turkey Pillow Cover	
4	<i>Towel</i>	
a	Hand	
b	Bath	
c	Wash Basin	
d	Napkins	
5	<i>Blankets</i>	
6	<i>Dinning Table Cloth</i>	
a	Big	
7	<i>Door Mat Cover</i>	
8	<i>Curtains</i>	
a	Big	
b	Small	
c	Dry Clean (Director's Bungalow)	
9	<i>Sofa Cover</i>	
a	Sofa Cover 3 Seater (Hostel I-IV)	
b	Sofa Cover	
c	Sofa Cover Small	
10	<i>Cushion Cover</i>	
11	<i>Chair Cover</i>	
12	<i>Flag</i>	
13	<i>Convocation Robes (Ironing)</i>	
14	<i>Convocation Robes (Wash & Ironing)</i>	
15	<i>Razai</i>	
16	<i>Quilts</i>	

Contractor's Stamp & Signature

Annexure "B"
Rates for Programme Participants

From April 01, 2018 to March 31, 2019

Sr.No.	Particulars	Rates for washing & pressing	Rates for pressing only	Rates for Dry Cleaning
1	Baniyan			
2	Blouse			
3	Blouse (Jari)			
4	Dhoti / Lungi			
5	Dupatta			
6	Hand kerchief			
7	Jacket			
8	Jeans			
9	Kurta			
10	Night gown			
11	Pajama			
12	Pant			
13	Pant (3/4th)			
14	Pant (shorts)			
15	Petticoat			
16	Salwar			
17	Salwar (starch)			
18	Saree (Jari)			
19	Saree (Silk with Jari)			
20	Saree cotton			
21	Saree cotton (starch)			
22	Saree silk			
23	Saree synthetic			
24	Shirt (Full)			
25	Shirt (half)			
26	Shirt (T)			
27	Socks			
28	Suit (2 piece)			
29	Suit (3 piece)			
30	Suit Safari			
31	Suit Terricoat			
32	Suit Track			
33	Tie			
34	Under wear			

Contractor's Stamp & Signature

Annexure "C"
Rates for PGDM and Residents

From April 1, 2018 to March 31, 2019

Sr.No.	Particulars	Rates for washing & pressing	Rates for pressing only	Rates for Dry Cleaning
1	Baniyan			
2	Blouse			
3	Blouse (Jari)			
4	Dhoti / Lungi			
5	Dupatta			
6	Hand kerchief			
7	Jacket			
8	Jeans			
9	Kurta			
10	Night gown			
11	Pajama			
12	Pant			
13	Pant (3/4th)			
14	Pant (shorts)			
15	Petticoat			
16	Pillow cover			
17	Salwar			
18	Salwar (starch)			
19	Saree (Jari)			
20	Saree (Silk with Jari)			
21	Saree cotton			
22	Saree cotton (starch)			
23	Saree silk			
24	Saree synthetic			
25	Shirt (Full)			
26	Shirt (half)			
27	Shirt (T)			
28	Socks			
29	Suit (2 piece)			
30	Suit (3 piece)			
31	Suit Safari			
32	Suit Terricoat			
33	Suit Track			
34	Tie			
35	Under wear			
36	Bed Sheet (double)			
37	Bed Sheet (single)			
38	Curtain (big)			
39	Curtain (Small)			

Contractor's Stamp & Signature