

BRIHANMUMBAI MUNICIPAL CORPORATION

P/North Ward, Liberty Garden, Mamletdar Wadi Road, Malad (West), Mumbai-64

NO. ACP/N/ /SR DATED

“Most Urgent-Covid-19”

Sub: Providing of Man days for crowd management & Housekeeping at proposed Covid Vaccination Center at Choksi CVC Malad (West) in P/North Ward.

Ref: 1) प्रकाअ/09 2020-21 dated 02.09.2020
2) प्रकाअ/01 2022-23 dated 27.04.2022
3) प्रले(वित्त)/ प्रक /२३ दिनांक ११.०९.२०२०
4) ACPN/MOH/PN/ 594 /SR dtd.14/07/.2022

With reference to the requisition letter received from the Health Deptt of P/N ward, it is decided to set up vaccination center for prevention & control on Covid-19 in P/North Ward at Choksi CVC Malad (West) in P/North Ward. In context of these, this office has to provide basic facilities to the citizens who are willing to take vaccine as per the requirement of vaccination center forwarded from Health Deptt P/N, to prevent exposure of Covid-19.

This office has offering minimum wages to vendor is of Rs. 698.07 per day per person + 9% levy as per circular vides u/no. प्रकाअ/09 2020-21 dated 02.09.2020 and u/no. प्रकाअ/01 2022-23 dated 27.04.2022 (Pg.C- to Pg.C-) and (Pg.C- to Pg.C-) respectively.

There is mandap in which there are partition to set up as waiting room, Doctors Room, vaccination area, Staff Room are available. This office has proposed to deploy 02 nos of staff per day for 196 days.

Total required housekeeping staff is as below:-

Sr. no	Description	No. of housekeeping staff per day (2 shifts)	Rate per person per day	Time period (days)	Amount per day	Amount for 196 days	Remark
1	“Vaccination Center” at Choksi CVC Malad (West) in P /north ward	1). Cleaning, Sweeping & Helper Staff = 01 nos 2). Mob Management staff = 01 nos Total= 02	698.07+09% levy =760.89	196	02 x 760.89= 1,521.78	2,98268.88	
				Total Amount for 196 days		2,98268.88 Say 298269.00	

Total expenditure of crowd management work for the Vaccination center for 196 days is Rs. 2,98269.00 (Two Lakh Ninety Eight Thousand Two Hundred Sixty nine only).

The budget available under COVID -19 as under can be utilized for the said work.

Fund Code : 12
Cost Center Code : 4150470000
Functional Area : 33201000000
G.L. Code : 230804732
Fund Name : Provision for CORONA VIRUS

In view of the above, Asst. Commissioner, P/North Ward's approval is requested:-

1. To invite application letter from interested Sansthas / NGO Agency by giving advertise on MCGM website and for the above mentioned subject work amounting to Rs. 2,98269.00 for the time period of 196 days .
2. To draw lottery for selection of Sansthas / NGO/ agency for above mentioned work and to allot the work to respective Sansthas / NGO/ agency.& to make payment after satisfactory of work

Account officer P/North shall scrutinize the above proposal and submit the same for sanction as stated above.

Submitted please.

Asst. Engineer (Maint) P/N Ward

Account Officer, P/North

Asst. Commissioner, P/North

Sir,

BRIHANMUMBAI MUNICIPAL CORPORATION

P/North Ward, Liberty Garden, Mamletdar Wadi Road, Malad (West), Mumbai-64

NO. ACP/N/ /SR DATED

QUOTATION NOTICE

Lacquer sealed applications are invited for Providing of Mandays for crowd management at proposed Covid Vaccination Center at Choksi CVC Malad (West) in P/North Ward from Interested Sansthas / NGO/ Agency for the period 196 days.

Sr. No.	Quotation Deposit (E.M.D.) in Rs.	Due Date	Work Period	Completion
01	6000/-			180 days

Application form along with terms and conditions may be purchased by any interested Sansthas / NGO/ Agency and upon each payment of a non refundable fees of Rs. 250 /- + 18 % rate of tax (CGST- 9%, SGST- 9%) from Asstt. Commissioner, P/North office, 1st Floor, H.C. (Exp.) Department Liberty Garden, Mamletdarwadi Road, Malad (West), Mumbai – 400064 on 28/09/2022 to 30/09/2022 between 10.30 am. to 03.00 pm.

The Quotation deposit (E.M.D.) of Rs. 6000/- E.M.D. in cash / demand draft must be paid before submission date at the above mentioned address. The EMD deposit will not be accepted in the form of cheque.

The lacquer sealed application form along with all required documents will be accepted from 28/09/2022 to 30/09/2022 . The forms with documents will not be accepted after this hour and date, under any circumstances. The application forms will be opened and scrutinized on 30/09/2022 and on 30/09/2022 through lottery system one eligible Agency will be appointed to carry out the work. One agency will be kept in waiting list.

The Assistant Commissioner P/North Ward will reserve the right to change or cancel any or all work without giving any reason.

Sd/-

Assistant Commissioner, P/North

BRIHANMUMBAI MUNICIPAL CORPORATION

“Application form”

Sub: Providing of Man days for crowd management & Housekeeping at proposed Covid Vaccination Center at Choksi CVC Malad (West) in P/North Ward.

Name of the Contractor M/s

Signature of the issuing officer

GENERAL TERMS & CONDITIONS

1. The Quotationers are requested to visit (with proper precautions) the Providing of Mandays for crowd management at proposed Covid Vaccination Center at Choksi CVC Malad (West) in P/North Ward preferably before quoting, to get themselves well acquainted with the exact scope of work involved in this particular work.
2. The Quotationers shall not withdraw his offer within validity time period. If does so EMD paid will be forfeited.
3. The staff per following shall be fixed for this duty and they shall wear the safety equipment such ppe kit, hand gloves, face shield, N-95 mask etc.

Sr.no	No. of housekeeping staff per day (2 shifts)	Remark
1	1). Cleaning, Sweeping & Helper Staff = 01 Nos. 2). Mob Management staff = 01 Nos. Total= 02 persons	These are maximum no of persons considered with 100% occupancy from day first. However, same will be consumed as per the day to day vaccination of the persons / citizens

4. The staff must be well conversant in the respective fields and no trials on this account will be allowed under any circumstances.
5. The Material required for housekeeping such as Detergents, Phenyl floor cleaner, Brooms, Dusters, Acid, Liquid soap etc. shall be provided by MCGM.
6. If the cleanliness is not found up to the mark, penalty of Rs. 500/- (Rs. five hundred) per floor per shift will be imposed on the contractors. If any staff remains absent for particular shift the contractors will arrange for substitute within half an hour, failing to which a penalty of Rs. 500/- per person per shift will be imposed on the contractors.
7. It's contractor's responsibility to give weekly off to the staff above. They shall make arrangement of substitute whenever any of the staff is on leave or weekly off.
8. Inventory: Any Inventory shall be made for the material handled by the housekeeping staff such as hot water dispenser, water purifier etc. at the start of contract. The material shall be handed over back to the office in good condition at the end of the contract.
9. Vendor code must be compulsory for firms while submitting the quotations.
10. The staff appointed by agency cannot claim for MCGM service or any other benefits from MCGM.
11. The behavior of staff with the quarantine persons should be polite and it is contractor's responsibility to compliance of above.
12. Successful vendor / bidder should execute Contract agreement with M.C.G.M. after the P.O. is issued.
13. The payment may be released on completion of work and as per actual consumption of labours as per prevailing policy of MCGM.
14. The Assistant Commissioner P/North Ward reserves the right to change or cancel any or all quotation without giving any reason.
15. The Assistant Commissioner P/North Ward reserves the right to discontinue the services at any given time, as per the requirement and status of the COVID-19 cases in P/North ward.
16. The Quotationers should have experience of providing housekeeping services to CCC 1/ CCC 2 centers/Covid -19 related works.

Scope of Work:-

There is mandap in which there are partition to set up as waiting room, Doctors Room, vaccination area, Staff Room are available. This office has proposed to deploy 02 nos of staff per day for 196 days.

The work of Providing of Mandays for crowd management at proposed Covid Vaccination Center at Choksi CVC Malad (West) in P/North Ward include following work:-

- 1) Cleaning and Sweeping of Vaccination Center
- 2) To serve the water person / citizens who are willing to take vaccine.
- 3) Fill the water jar and supply for drinking purpose.
- 4) Supervising & managing of all above mentioned activities of Vaccination Center.
- 5) To manage crowd at Vaccination Center.

A.E. (Maint.) P/North

Assistant Commissioner, P/North