



**UNDER GRADUATE HOSTEL FOR GIRLS
DHAKA HOSTEL COMPLEX
MUKHERJEE NAGAR**



**CALLING OF TENDER FOR PROVIDING LAUNDRY FACILITY IN
THE UNDER GRADUATE HOSTEL FOR GIRLS**

Sealed tender applications are invited for providing laundry facility in the facility in the UGHG Hostel premises mentioning therein all the relevant details of services on a maintenance fee of Rs. 7,000/- per month + GST 18% minimum and electricity charges as per meter reading per month. The tender application envelope should be marked as "Tender for providing Laundry Facility" and submitted to the office Under Graduate Hostel for Girls" on or before 01.06.2026. The prescribed Performa is available in the Hostel Office as well as on the Hostel website "ughg.du.org" and Delhi University website "www.du.ac.in". The final decision regarding the award of the contract will be on the basis of highest rate of maintenance charge including GST. The approved party/bidder will have to undertake to comply with all the terms and conditions mentioned in the contract to be signed after the award.

The Provost reserves all the right to accept or reject any or all the offers without assigning any reason. For further terms and conditions please contact the UGHG Hostel office during the working 10:00 AM to 05:00 PM from Monday to Saturday.

PROVOST
Under Graduate Hostel for Girls
प्रोवोस्ट / Provost
यूजीएचजी होस्टल / U.G.H.G. Hostel
दिल्ली विश्वविद्यालय / University of Delhi
ढाका होस्टल कॉम्प्लेक्स / Dhaka Hostel Complex
डॉ. मुखर्जी नगर / Dr. Mukherjee Nagar
दिल्ली- 110009 / Delhi - 110009

APPLICATION FOR PROVIDING LAUNDRY FACILITY

Name of Applicant: _____

Name of Agency: _____

Address: _____

Contact Number: _____

GSTIN No. _____

MSME/Udyam No.: _____

Aadhar Card No.
(attach a copy) _____

PAN No.
(attach a copy) _____

Rate (Wash & Fold) Rs110/- per slot in including GST. (Fixed)

Minimum Maintenance charge: Rs.7000/-(Rupees Seven Thousand) + GST
18% as per rule.

Maintenance offered with GST: Rs _____
(To be offered by the applicant) The highest maintenance fee including GST per
month rate quoted will be considered

Electricity Charges: As per reading of sub-meter and rate as per DU

Security Money (Refundable): Rs50000/- (Rupees Fifty Thousand only)

Details of experience, if any: _____

Any other information _____

(Signature of the applicant)

Name: _____

Mobile No _____

SCOPE OF WORK

The reputed contractor shall provide laundry services to the residents of the Hostel (average 500-600) which includes, wash and fold of clothes of the residents.

TERMS AND CONDITIONS

1. The contractor will arrange all the setup for providing Laundry Facility and maintenance of Water Purification System. The contractor will give only 2 slots per month to the residents and up to 5 kg in one slot. List of clothes consider in up to 5 kg':

S No.	Clothes	Quantity
1	T-shirts	4 nos
2	Jeans	2 nos
3	Button Down Shirts	3 nos
4	Shorts	2 nos
5	Under Garments	7 nos
6	Socks	6 nos
7	Towel	1 no
8	Bed Sheet (Single)	1 no

2. The UGHG Hostel will pay the laundry bill according to the given slot to the residents per month and contractor will carry forward the unused slots of residents in next month.
3. An amount of Rs. 50,000/- as Performance Bank Guarantee/Security Deposit to be submitted by the successful bidder within 15 days of award, in the form of Bank Guarantee/FDR in favour of "The Provost, UGHG" and shall remain valid for a period of 60 days beyond the date of completion of contract. The validity of PG/FDR will also be extended if the contract period extended. The performance deposit will be interest free on the part of the Hostel.
4. The maintenance Fee to be paid by the contractor before 7th of every month. However, no maintenance fee will be charged during the vacation period, i.e. June and July.
5. The Electricity charges will be payable by the contractor as per the consumption (according to meter reading) before 7th of every month.
6. The tenure of the contract will be 2 years, extendable further for a period of two years (1 year + 1 year) based on satisfactory performance by the contractor.
7. The Hostel will provide the sufficient space for setup of laundry facility with Tube light and Fan.

8. The Hostel will provide the water softener setup in laundry and it will be maintained by the service provider and if any damage/breakdown found in Water Softener, the repair work will be initiated by the service provider.
9. The contractor will use only liquid detergent, stain remover of the specific brand; Amway, Unilever and Wipro etc.
10. Provost of the Hostel reserves the right to cancel the tender process without assigning any reason whatsoever at any stage.
11. The Contractor will be responsible for any kind of loss, misplace or damage to the clothes.
12. The Contractor will be liable to pay the penalty as herein after mentioned:

SI No.	Penalty Clause	Penalty
1	Clause Breach of Contract	Rs50,000/-
2	Damage/loss/misplace of clothes	Pay to the residents(full cost of the cloth)
3	Damage of property	Repair by the contractor or shall pay repair cost
4	Behaviour	Warning letter will issued by the Hostel Authorities.
5	Performance	Discontinue the contract after 03 major complaints

13. All the instructions issued by the Hostel Authorities shall be followed by the contractor.
14. Laundry facility will be open 6 days in a week from 10.00 a.m. to 5.00 p.m. The Contractor will provide manpower with reasonable set of skills.
15. The Contractor will maintain the record of washing slots and monthly raised bill as per washing slots will verify by the Housekeepers.



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