

# **BRIHANMUMBAI MUNICIPAL CORPORATION**

Election Department

## **E-TENDER NOTICE**

Bid No. 2025\_MCGM\_1137572\_1

Subject: Providing Housekeeping Services at Election H.O,  
Mulund Godown, Kandivali Godown & Vikhroli Godown (4  
Centers) for 11 Months.

The Brihanmumbai Municipal Corporation (BMC) invites e-tender to appoint Contract or for the afore mentioned work from contractors of repute, multidisciplinary engineering organizations i.e. eminent firm, Proprietary/Partnership Firms/Private Limited Companies/ Public Limited Companies/Companies registered under Indian companies' Act 2013. The contractors registered with the Brihanmumbai Municipal Corporation, (BMC) in appropriate Class as per old registration and Class as per new registration and from the contractors/firms equivalent and superior classes registered in Central or State Government/Semi Govt. Organization/Central or State Public Sector Undertakings.

All interested vendors, whether already registered or not registered in BMC, are mandated to get registered with BMC. The details of the same are available on portal.mcgm.gov.in under 'for Business'. For registration, enrolment for digital signature certificates and user manual, please refer to respective links provided in [https://portal.mcgm.gov.in/irj/portal/anonymous/qlContract?guest\\_user=english](https://portal.mcgm.gov.in/irj/portal/anonymous/qlContract?guest_user=english). Otherwise their Bid Security i.e. E.M.D (Earnest Money Deposit) shall be forfeited/recovered and an amount equal to Registration Fee of respective class shall be recovered as penalty. BMC has also opened a Help-desk at the Central Purchase Department's office at Byculla west to help the vendors in this regard.

Bidding Process will comprise of THREE stages.

The application form can be downloaded from e-procurement system of Government of Maharashtra (Mahatenders) (<https://mahatenders.gov.in>). Bidder shall pay tender fee Rs.3,300/- + 18% GST online. Packet C will be opened only after submission of tender fee. Interested bidders should have valid Class III digital signature certificate (DSC) obtained from any licensed certifying authority. Interested bidders should follow the manuals available on Mahatenders Portal (<https://mahatenders.gov.in>)

Sr. No.	Description	EMD (Rs.)	Tender Fee (Rs.)	Start Date & Time for Downloading of Bids	Due Date & Time for online Bid Submission
1	Providing Housekeeping Services at Election H.O, Mulund Godown, Kandivali Godown & Vikhroli Godown (4 Centers) for 11 Months.	52,055/-	3,300/- + (18% GST) = Rs.3,894/-	16.01.2025 at 11.00 Hrs.	29.01.2025 upto 16.00 Hrs.

In terms of the 2 stage system of e-tendering, a Bidder will be required to deposit, along with its Bid, an Earnest Money Deposit of Rs. 52,055/-(the "EMD"), refundable in accordance to the relevant clause of bid document, from the Bid Due Date, except in the case of the selected Bidder whose Bid Security/EMD shall be retained. The Bidders will have to provide Earnest Money Deposit through the payment gateways while submitting the bids. The Bid shall be summarily rejected if it is not accompanied by the Earnest Money Deposit. The e-tender is available on e-procurement system of Government of Maharashtra (Mahatenders) (<https://mahatenders.gov.in>) as mentioned in the Header Data of the tender.

The BMC reserves the rights to accept any of the application or reject any or all the application received for above works, without assigning any reasons thereof. The information regarding above subject matter is available on e-procurement system of Government of Maharashtra (Mahatenders) (<https://mahatenders.gov.in>) As per THREE Packet systems, the document for Packet A & B is to be uploaded by the bidder in vendors' document online in Packet A & B. Packet A, B & C shall be opened on dates as mentioned in header data. All the responsive and eligible bidders if they so wish can be present at the time of opening of bids, in the office of Dy.Assessor & Collector (Election )

The Packet C shall be opened if bids submission in Packet A & B satisfies/includes all the requirements and same are found acceptable to the Authority. The Municipal Commissioner reserves the right to reject all or any of the e-tender(s) without assigning any reasons at any stage. The dates and time for submission and opening the bids are as shown in the Header Data. If there are any changes in the dates the same will be displayed on the BMC Portal. (<https://portal.mcgm.gov.in>) and on the e-procurement system of Government of Maharashtra (Mahatenders) (<https://mahatenders.gov.in>)

The applicants interested for the above referred works may contact the Dy. Assessor & Collector (Computer) at the following address on any working day during office hours.

Office of -

Dy.Assessor & Collector (Election )  
Election Department, J.B.Shah Market Bldg,  
4 th Floor, Masjid Bunder (W)  
MUMBAI - 400009

Tel: + 91 22 23402083

The Authority (BMC) shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of concerning or relating to the tender or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority. The BMC reserves the rights to accept any of the application or reject any or all the application received for above works, without assigning any reasons thereof.

Tenderers shall note that any corrigendum issued regarding this tender notice will be published on the BMC portal and on the e-procurement system of Government of Maharashtra (Mahatenders). No corrigendum will be published in the local newspapers. The information regarding above subject matter is available on Website of BMC. (<https://portal.mcgm.gov.in/tenders>) and on the e-procurement system of Government of Maharashtra (Mahatenders)(<https://mahatenders.gov.in>).

Sd/- Dt. 08.01.2025

**Dy. Assessor & Collector (Election)**

## HEADER DATA

Tender Document No.	2025_MCGM_1137572_1
Name of Organization	BrihanMumbai Municipal Corporation
Subject work	Providing Housekeeping Services at Election H.O, Mulund Godown, Kandivali Godown & Vikhroli Godown (4 Centers) for 11 Months.
Tender Fee Charges	Rs.3,300 + 18% GST = Rs. 3,894/-
Estimated Cost	Rs. 26,02,636.23
Bid Security Deposit/ EMD	Rs. 52,055/-
Date of issue and sale of tender	16.01.2025 From 11:00Hrs
Last date & time for sale of tender & Receipt of Bid Security Deposit	29.01.2025 upto 16:00 Hrs
Submission of Packet A, B & Packet C (Online)	29.01.2025 upto 16:00 Hrs
Opening of Packet A	31.01.2025 upto 16:00 Hrs
Opening of Packet B	31.01.2025 upto 16:00 Hrs
Address for communication	Dy.Assessor & Collector (Election) Election Department. J.B.Shah Market, Bldg, 4 th Floor, Masjid Bunder (W), MUMBAI - 400009
Venue for opening of bid	As above

**This tender document is not transferable.**

If any Addendum and /or Corrigendum are issued for the subject e-tender, the details of the same will be published /uploaded on the e-procurement system of Government of Maharashtra (Mahatenders) (<https://mahatenders.gov.in>) under Tenders> e- Tenders>Tenders. Prospective Bidders are requested to take the note of the same.

The BMC reserves the rights to accept any of the application or reject any or all the application received for above subject without assigning any reason thereof.

**SD/-**  
**Dy. Assessor & Collector (Election)**