



## राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

वस्त्र मंत्रालय, भारत सरकार

सिडको औद्योगिक परिसर, ओमपोरा, बडगाम -191111, जम्मू कश्मीर

**National Institute of Fashion Technology**

Ministry of Textiles, Govt. of India

SIDCO Industrial Complex, Ompora, Budgam-191111, J & K

16831/NIFT/Sgr/Estates/Tender/Hair Salon/2023/2228

Dated: 19-06-2023

### E-TENDER NOTICE FOR HIRING OF CONTRACTOR FOR RUNNING OF UNI SEX SALON

National Institute of Fashion Technology (NIFT), Srinagar invites e-tenders for running of unisex salon at National Institute Fashion Technology, SIDCO Industrial Complex, Ompora, Budgam - 191111 (J&K) for a period of **one year which may be extended on yearly basis for a further period of two years subject to satisfactory performance of the Contractor.**

#### Time schedule for tender process:

Date of tender notification	19-06-2023
Last date for receipt of duly filled in tenders (Online)	10-07-2023, at 17:00 Hrs
Date and time of the opening of Technical bid of tenders	11-07-2023, at 17:30 Hrs
Date and time of the opening of Financial bid of tenders	To be informed to technically qualified Bidders
Earnest Money Deposit	Rs.5000/- (Five Thousand Only)
Estimated Clients (Student and Staff)	300 (approx.)

*For applying online, the bidder should go through the details contained in the Tender Document available at <https://eprocure.gov.in> before submitting the bids. Tender document is also available for viewing on the "Tenders" link of the NIFT Srinagar website i.e. <https://www.nift.ac.in/srinagar/>*

**Note:** In case of any clarification, the bidders can send their queries at [estates.srinagar@nift.ac.in](mailto:estates.srinagar@nift.ac.in) or contact +91-9596149501.

Assistant Director (Admin)

National Institute of Fashion Technology, Srinagar

### Submission of Bids

1. Bids to this tender will be accepted only through the online mode through Central Public Procurement Portal (CPP portal) <https://eprocure.gov.in>. No other mode of application will be considered and application will not be accepted.
2. For applying online, the firm should get itself registered at <https://eprocure.gov.in>.
3. The tender document can be downloaded from the official website of NIFT Srinagar i.e. <https://www.nift.ac.in/srinagar/> and also from CPP portal i.e. <https://eprocure.gov.in>
4. The bidder should ensure that it complies with the above requirements before applying for tender.

### General Terms & Conditions & Scope of Work

1. NIFT Srinagar currently operates from its permanent campus located at Ompora Budgam (J&K) with various facilities spread across a large area. This tender document provides for the requirement of a **unisex salon at NIFT Srinagar** which shall include the following: -
2. Running an efficient unisex salon at the NIFT Srinagar campus during designated time slots for the students/staff as per a decided list of items/services and rates fixed/approved by the NIFT authorities. A general structure of the list along with tentative items is given in succeeding paragraphs of this document. Also, only approved items at designated rates are required to be used at the salon.
3. The **timings of the salon** are strictly to be followed: -

<b>Morning timings</b>	<b>Evening timings</b>
0800 hrs to 1000 hrs	1400 hrs to 2000 hrs

4. The **approximate strength** of students/staff of the Campus during regular semester (March to Mid-July) is approximately 300. From Aug, 2023 the strength is expected to exceed 400 with more percentage of female students.
5. **Engagement of required staff** shall be done by the Contractor in consultation with the NIFT authorities for their suitability. It is essential for the staff to be of legal age, suitably trained, and experienced to be deployed. One skilled manager with adequate experience in running unisex salon will be deputed by the Contractor in consultation with Institute authorities who shall necessarily be present in each shift for supervision and overall management of operations. The bidder shall also depute at least one female staff at the Salon.
6. The bidder shall operate the salon for six number of days in a week.
7. The Contractor will make all necessary arrangements for **neat, clean and organizational outlook** of all its workers befitting the stature of NIFT Srinagar.
8. The Contractor will make all necessary arrangements for **accommodating and transporting all manpower** deployed by the contractor so as to ensure timely operation of the salon. Institute will have no obligation in this regard whatsoever.
9. The Contractor will ensure absolute **hygiene and cleanliness** of the salon compound and surroundings with proper waste disposal in harmony with institute systems.
10. The Contractor will be solely responsible for the general **discipline and conduct of his staff** at the Institute all the time. It may be noted that only verified individuals through mandatory Police verification on submission of such document will be allowed to enter the Institute and will be deemed deployment worthy. In case of a violation financial penalty will be levied on the Contractor as deemed fit by the Institute.
11. The contractor will pay **electricity charges towards the Institute** every month as per the meter reading. Wastage of water and electricity must be avoided.
12. Contractor shall comply with the rules and regulations of Govt with regard to payment of

- wages and other benefits to the staff engaged by it in the Salon.
13. The contractors will have to bid for license fee/maintenance charges of the space which shall be allotted for the premises of salon. The highest bidder will be given the offer to start the salon. Thereafter NIFT Srinagar will have a right to review the rate each year subsequently.
  14. Selected Contractor shall be required to deposit the monthly license fee/maintenance charges in advance by 5<sup>th</sup> date of each month.
  15. The Contractor will be required to provide a performance security deposit of **Rupees Twenty Five thousand only (Rs.25000/-)** at the time of award of work. The security deposit should be in form of DD or Bank Guarantee issued from a scheduled/nationalized bank in favour of NIFT Srinagar, J&K payable at Srinagar, which will be returned without any interest after successful completion of the contract. In case of unsatisfactory service or violations of the terms and conditions of the contract, the performance security deposit shall be forfeited. EMD of the successful bidder will be retained/adjusted as Security Deposit for this tender.
  16. The preparation of site including furniture items, service arrangement and required accessories are to be arranged by the contractor. The contractor has to arrange for a suitable setup at the salon. On expiry of the Contract, the bidder shall vacate the premises along with all the items procured/installed at his own.
  17. Security of licensed premises, equipment, fittings and fixtures, furniture etc. is the responsibility of the Contractor. Any damage to the Institute Infrastructure by the Contractor team or caused due to their neglect will be repaired or replaced at Contractors' cost.
  18. Cleaning of salon and its surroundings will be the sole responsibility of the Contractor. The highest possible standards of hygiene are expected. Violations attract financial penalty as laid out vide this document.
  19. NIFT Srinagar is a total tobacco free campus, therefore none of the staff deployed at the campus should be possessing or consuming tobacco products such as bidi, cigarette, chewing tobacco in any form, gutkha, masala, pan etc. Violation will attract penalty.
  20. Bidder shall not assign or transfer any part of the leased property to any other party during the contract. The lease will expire in case of death or insolvency of the contractor during currency of the contract.
  21. Clean & fresh aprons, towels should be used for each customer, Instruments should be sterilized in hot boiling water or disinfectant. Shaving blades used for one customer should be discarded after use and new blade should be used for each customer. Standard and reputed companies' products should be used. These products should not cause adverse reactions of any type.
  22. All the equipment used in service of customers will be kept neat and clean without any stain etc. Care should be taken to avoid injury to customers via sharp objects during salon/ processes. Disinfectant and first aid measures should be available for emergencies.
  23. The Bidders fulfilling the eligibility criteria, are subject to disqualifications if they have:
    - i. Made misleading or false representation in the form(s), statements(s) and attachments(s) submitted.
    - ii. Found to have been backlisted/banned/barred by a department/organization.
  24. For further updates/ amendments, the bidders are advised to visit the NIFT Srinagar Website/CPPP. NIFT is not bound to issue notifications in the newspapers or enter into personal correspondence.
  25. The contract shall be valid for a period of one year from the date of completing all the formalities with respect to the signing of the agreement and deposition of Performance Security. The contract may be renewed on yearly basis for a further period of two years on mutually agreed terms depending upon the satisfactory services/performance of the contractor. In case the services of the contractor are not found satisfactory, the contract can be terminated by the institute even before the completion of the contract period which should be binding to the security agency.

26. The selected contractor will be required to enter into an Agreement with the NIFT Srinagar on a non-judicial stamp paper of Rs 100/- which shall also include the relevant clauses of this NIT as well as other mutually agreed conditions.
27. Notwithstanding the punitive provisions contained in the contract for breach of contract the contractor shall not be liable for any such sanction so long as the failure of the contractor in fulfilling its obligations under the contract is the result of an event covered under the Force Majeure clause.
28. NIFT Srinagar shall have the power to remove any difficulty/anomaly for the successful running of the Contract.
29. MSE/s and Startups shall be given relaxation as per norms.

**Eligibility Criteria for Bidding**

Bidding parties must meet following criteria before they apply for the bid.

<b>S.No</b>	<b>Criterion</b>	<b>Documents to be provided</b>
1	Registration under the Shops and Establishment Act to run Salon or similar services	Copy of Registration issued under Shops and Establishment Act.
2	The bidder should have an experience of one year in a salon or similar services	Proof of experience is to be submitted.
3	Bidder should be registered with Income Tax and Goods & Service Tax departments	(a) Copy of PAN (b) Copy of GSTIN
4	The bidder or any of its partners/directors etc. should not have been black listed/debarred by any of the government agencies or department or should not have been found to be guilty of moral turpitude or convicted of any economic offense or with violation of any labour laws etc. by any court or any authority appointed to enforce any labour laws or regulations.	Self-Declaration in the format in Annexure-‘A’
5	EMD of Rs. 5000 in shape of DD/CDR/FDR/BG favoring NIFT Srinagar, J&K. The soft copy of the DD/CDR/FDR/BG has to be enclosed with the Technical Bid. Only registered Start-ups and MSEs (Micro- and Smalls Enterprises are exempted from EMD)	

The bidding parties meeting the criteria must enclose their supporting documents along with the technical bid, failing which the bid shall be rejected.

### **Evaluation Criteria: -**

1. Bids will be opened and evaluated on the basis of documentary validation and evaluation criteria including minimum eligibility criteria stipulated in the tender document. Bids of technically unqualified bidders will be rejected. Commercial quotes of only technically qualified contractors will be considered.
2. As per the price bid format, bidders will bid for the License fee and the H-1 bidder (highest price offering bidder) will be awarded the contract for running the unisex salon.
3. There should be no ambiguity in the quoted price and the license fee must be quoted as per the price bid format. A conditional offer or the proposal not furnished in the format attached at **Annexure 'B'** shall be considered non-responsive and is liable to be rejected.
4. If two or more bidders have quoted the same highest quote, the Contract shall be allotted to the bidder established earlier for which Shops and Establishment Act registration shall be relied upon.

### **Special Terms and Conditions**

1. The bidding firms are advised to study carefully the various clauses contained in the Special Terms and Conditions before submitting their bids. Firms willing to participate in the tender may also visit NIFT Srinagar and acquaint themselves with the nature and quantum of work involved before submitting the bids.
2. **Contract Implementation:**
  - (a) Sub-contracting of the work will not be allowed.
  - (b) Persons below the age of 18 years shall not be engaged for the work. The Contractor will submit medical certificate/any other certificate as age proof of the workmen deployed by him. The Contractor will also submit a medical certificate to the effect that the workmen deployed by him are fit for work and are not suffering from any contagious disease.
  - (c) Working hours will be 8 hours per day for the workmen excluding break period. The timings and the break period will be indicated by the authorized rep. of the institute.
  - (d) Contractor shall not change any employee without the consent of the authorized rep. of the institute. The contractor will provide the telephone numbers of his office/residence/mobile on which he can be accessed/approached by the institute.
  - (e) The Contractor will be accountable for any accident, injury and loss of life to the workers deployed by him and shall be responsible for payment of compensation as per law. If need arises, the institute will recover such amount from the Contractor to effect payment to the affected person(s).
  - (f) Institute reserves the right to terminate the contract at any time without assigning any reason. However, wherever feasible the institute may consider issuing notice 30 days in advance to the Contractor for termination of the contract.
  - (g) Contractor has the right to terminate the contract with one-month advance notice in writing to the institute.

3. Safety & Insurance:

- (a) The Contractor shall follow safety procedures in all respects.
- (b) The Contractor will adhere to safe working practices and will take all safety measures necessary for safety of his workforce. He/she will remain responsible for the safety of his engaged persons. The Contractor should provide all necessary safety instructions, personnel protective safety equipment to the persons engaged by him as applicable and required.
- (c) The Contractor will ensure that the workmen maintain good personal hygiene and shall need to be free from any contagious diseases. The workforce will be subjected to medical check-up of appropriate medical authority identified by NIFT Srinagar. Unfit personnel will not be deployed by the contractor. The expenditure on this effect will be paid by the Contractor.
- (d) The Contractor shall be liable to bear all expenses/damages/compensation in the event of any injury or loss of life of the personnel engaged by him while on duty.

4. Security:

- (a) The Contractor and the persons engaged by him should not have any adverse police record and should bear good character. The Police Verification and security clearance initiation for all the workmen and supervisory staff is to be ensured by the Contractor. The receipt of the verification forms by the concerned Police Department will be furnished within 45 days of signing the contract.
- (b) The security office will maintain register for the Contractor's workmen and obtain their signature while coming "IN" and going "OUT" or as the case may be.
- (c) The Contractor shall be bound by all security procedures followed at NIFT Srinagar and abide by security instructions for all purposes. Staff engaged by him/her will be liable for check and search by the security on duty while entering/exiting and also at other random places and timings. Any breach/violation of security regulations in the work premises by any of the Contractor's persons shall be Contractor's responsibility.
- (d) The Contractor will be responsible for the good conduct of his workmen. If any workman is found indulging in undesirable activities, he will have to be withdrawn immediately as asked by the institute and replaced with a new person.
- (e) Institute reserves right to disallow any or all of the Contractor's staff from being deployed inside the institute campus without assigning any reason.
- (f) In the event of any damage to the property of the institute or life of its employees and/or their dependents the Contractor shall be liable for payment of compensation and/or prosecution in accordance with applicable law and provisions. Compensation for damage to the property of the institute will be as assessed by authorized representative(s) of the institute and shall be recoverable from the Contractor at market value.

5. General

- (a) The persons employed by the Contractor, will have no right whatsoever to claim permanent/temporary employment in this organization.
  - (b) There will be a periodical as well as a surprise checking of the services provided by the Contractor for the subject job by the representative of the institute. In case of default, the contract will be liable for short closure of contract forfeiting the security deposit.
  - (c) If any employee of the Contractor is found to have committed misconduct or misbehavior, the institute at its sole discretion, may direct the Contractor to remove such employee and the Contractor shall remove such employee(s) without questioning the decision of the institute.
  - (d) The personnel deployed by the Contractor will not become member of any trade union of the Institute. If the personnel employed by the Contractor indulge in union activities which affect the service obligation of the Contractor or safety and security of the Institute, the contract will be liable for termination. In the event of violation, they will be debarred from entering Institute premises and contract can also be considered for termination.
  - (e) The personnel deployed by the Contractor shall not engage themselves in any undesirable activities within the institute premises. They shall not indulge in any business dealings with any agency directly or indirectly associated with Institute or in trade union activities. In the event of violation, they will be debarred from entering the Institute and contract can also be considered for termination and forfeiture of the security deposit.
  - (f) The personnel deployed by the Contractor shall be available at the place of work defined for them. They must not visit undesignated places without valid authorization by Institute.
  - (g) No housing/accommodation will be provided by the institute to the personnel deployed by the Contractor unless otherwise specifically provided in the contract.
6. Wherever applicable, NIFT Srinagar shall have the rights and authority to impose a penalty on the contractor for poor performance/violation of the Contract. Before imposing a such penalty on the Agency, the Contractor shall be given a chance of hearing. The quantum and amount of penalty shall be decided by the Competent Authority of NIFT Srinagar on the severity of poor performance/violation of the contract.

**ARBITRATION:**

- 1. Disputes, if any, arising out of the services contract shall be settled by mutual discussion between the parties within 30 days.
- 2. In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, the dispute/ differences shall be referred to arbitration by a sole Arbitrator to be appointed by the Director NIFT



Srinagar as per the provisions of the Arbitration and Conciliation Act, 1996 and the Rules framed thereunder.

3. Decision of NIFT Srinagar with regard to the interpretation of the terms and conditions shall be final and binding on the Agency.
4. The language of the arbitration proceedings shall be in English. The Arbitrator shall give a speaking and reasonable award.
5. In case of failure of arbitration as explained above, appropriate courts at Srinagar/Budgam (J&K) will have the jurisdiction to adjudicate upon the matter.

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**SELF-DECLARATION – NO BLACKLISTING**

Date:

The Director  
NIFT Srinagar

Dear Sir,

Ref: Tender for providing unisex salon at NIFT Srinagar

In response to the Tender Document for providing unisex salon at NIFT Srinagar, I/ We hereby declare that presently our Company/ firm/Establishment \_\_\_\_\_ is having an unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company/ firm \_\_\_\_\_ is not blacklisted or debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission including violation of relevant labour laws.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, our security may be forfeited in full and the bid, if any to the extent accepted may be cancelled at any stage and the contract may be terminated and we shall be debarred from bidding in future against any other tender.

Yours faithfully,

Place:

Signatures \_\_\_\_\_

Date:

Name \_\_\_\_\_

Seal of the Organization

**FINANCIAL BID**

<b><u>S.No.</u></b>	<b><u>Description</u></b>	<b><u>Monthly Rate offered (INR) per sqft (exclusive of GST)</u></b>
(A)	Monthly Maintenance/ License Fee for running unisex salon at NIFT Srinagar	<i>Amount to be mentioned in online Financial Bid on CPPP only.</i>

**Note:-**

1. The intended area of the space for the Salon in the Commercial Complex, NIFT Campus is **18x10=180 sqft (Approx)**. The area/location is subject to change at the discretion of the Institute.
2. The bidder may acquaint himself with the scope of work, all terms and conditions & penalty details etc. of the tender document before quoting the rates. The highest bidder (H1) will be given the contract to run the Salon.

Signature of the Contractor with seal

**List of Items / Services**

<b><u>S.No</u></b>	<b><u>Name of Service</u></b>	<b><u>Rate</u></b>
<b><u>MEN</u></b>		
1.	Hair Trim	70
2.	Hair Cut	70
3.	Shaving	50
4.	Beard/Moustache Trim	50
5.	Hair Wash	50
<b><u>WOMEN</u></b>		
6.	Flick/Bangs	100
7.	Head wash	100/150
8.	Hair Trim without wash	150
9.	Haircut with wash	200
10.	Blow-dry with wash	300/350/400 (depends on length)
11.	Ironing with wash	450/550/650 (depends on length)
12.	Curls with wash	550/650/750 (depends on length)
<b><u>Hair SPA</u></b>		
13.	Short length	500
14.	Medium length	700
15.	Long Length	1000
16.	Extra Long length	1200
<b><u>Full Hair Colouring</u></b>		
17.	Men/Women	350
18.	Women- up to shoulder	1800
19.	Women – Below shoulder	2100
20.	Women – up to Waist	2800
<b><u>Root Touch up</u></b>		
21.	Root Touch up	1000
<b><u>HI-LIGHTS</u></b>		
22.	Men	900
23.	Women – up to shoulder	2100
24.	Women- Below shoulder	3000
25.	Women – up to waist	4000
<b><u>CLEAN UP</u></b>		
26.	D Tan	350
27.	Basic Clean up	500

28.	Gold clean up	750
29.	Diamond clean up	900
30.	03 lean Up	1250
<b><u>FACIALS</u></b>		
31.	Basic Fruit Facials	600
32.	Gold Facials	800
33.	Diamond Facials	1000
<b><u>THREADING</u></b>		
34.	Eyebrows	50
35.	Lower lips	40
36.	Upper lips	40
37.	Chin	40
38.	Chik	40
39.	Forehead	40
40.	Full Face	100
<b><u>WAXING</u></b>		
41.	Lower lips	80
42.	Upper lips	80
43.	Chin	120
44.	Chik	150
45.	Forehead	100
46.	Full Face	300
47.	Underarms	120
48.	Half arms	200
49.	Full arms	350
50.	Half leg	350
51.	Full leg	350
52.	Full Body	2000
<b><u>BLEACH</u></b>		
53.	Basic Bleach	200
54.	Gold Bleach	300
55.	Diamond Bleach	400

**Note:**

1. ***The Contractor is bound to adhere to the rates provided above. Any other service item not covered by above list shall be provided by the Contractor with the prior approvals of the NIFT Srinagar on mutually agreed rates.***
2. ***On extension of the Contract beyond one year, rates are subject to review as per mutual agreement of the NIFT Srinagar and the Contractor.***