



**Government of Bihar**  
**Bihar Rural Livelihoods Promotion Society**  
**(State Rural Livelihoods Mission)**  
1<sup>st</sup> Floor, Annex-II, Vidyut Bhawan, Bailey Road, Patna  
Phone: +91-612-2504980 Fax: +91-612-2504960  
Email: [info@brlps.in](mailto:info@brlps.in), website: [www.brlps.in](http://www.brlps.in)



**NOTICE INVITIG e-TENDER**  
**(Through e-Procurement mode only over)**  
**(<https://www.eproc.bihar.gov.in>)**

**Tender Notice No** BRLPS/Proc/219/18/98449/08

**Date:** 01/12/2022

**Bihar Rural Livelihoods Promotion Society (BRLPS)**, a Government of Bihar Society invites Request for Proposal for Hiring of Housekeeping Agency through online from eligible and experienced agencies. The details are as follows:

SN.	Scope of work	Tender processing Fee (Non Refundable) (in Rupees)	Time of Completion
1	2	3	4
01.	<b>HIRING OF HOUSEKEEPING AGENCY</b>	<b>Rs. 1180.00</b> (Inclusive of GST @18.00%) to be paid through e-payment mode (i.e. NEFT/ RTGS/, Credit Card/Debit card/Internet Banking)	Housekeeping services of BRLPS Offices at 2 <sup>nd</sup> (1 wing) and 3 <sup>rd</sup> (3 wings) floors, Annexe-II, Vidyut Bhawan, Bailey Road, Patna, 5 <sup>th</sup> floor (1 wing) Biscomaun Bhawan, residential offices of Chief Executive Officer, BRLPS, Secretary, Rural Development Department and Development Commissioner, Bihar

**Tender Schedule/Programme:**

SN.	Activity	Date/Time : Duration
1.	Bid Cost	<b>Rs. 2,000.00</b> to be paid through e-Payment mode (i.e. NEFT/ RTGS, Credit/ Debit Card & Net Banking) only. <b>(non-refundable)</b>
2.	Bid Security	<b>INR – 33,000 (Thirty-Three Thousand Only)</b> to be paid either in the form of Demand Draft or Bank Guarantee issued by any scheduled bank favoring Bihar Rural Livelihoods Promotion Society, Patna.  <b>Bidder has to upload the scanned copy of Demand Draft/Bank Guarantee on e-Proc portal and original copy of same should be submitted on or before the date of opening of technical bid, otherwise, the bid will be treated as non-Responsive.</b>  Bid received without bid security as above will be treated as non-responsive.)

3.	Start Date/Time of download of Tender Document	01/12/2022 through <a href="https://www.eproc.bihar.gov.in">https://www.eproc.bihar.gov.in</a>
4.	Last Date/Time of download of Tender Document	23/12/2022 till 15:00 hrs. through <a href="https://www.eproc.bihar.gov.in">https://www.eproc.bihar.gov.in</a>
5.	Last Date/Time for uploading the Tender Document	23/12/2022 till 16:00 hrs. through <a href="https://www.eproc.bihar.gov.in">https://www.eproc.bihar.gov.in</a>
6.	Date/ Time for opening of Tender (Technical)	23/12/2022 till 16:30 hrs. through <a href="https://www.eproc.bihar.gov.in">https://www.eproc.bihar.gov.in</a>
7.	Pre-Bid Meeting	<ul style="list-style-type: none"> <li>Pre bid meeting will be held on <b>13-12-2022</b> at 04.00 PM at BRLPS Office, Vidyut Bhawan, Bailey Road, Patna. Queries and Clarifications, if any, will be uploaded on <a href="https://www.eproc.bihar.gov.in">https://www.eproc.bihar.gov.in</a> as well as on official website of BRLPS at <a href="http://www.brlps.in">www.brlps.in</a></li> <li>Requests for clarification should be received by the Employer before <b>12/12/2022</b>.</li> </ul>
8.	Contact person/Nodal Officer for queries	Dr. Santosh, Procurement Specialist Phone: 0612-2504980 (Extn. 242)

- Detailed descriptions of the item and instructions for submitting your offer can be downloaded from e-tender website (<https://www.eproc.bihar.gov.in>).
- Tender Processing Fee (TPF) amount to be paid through e-Payment mode (i.e. NEFT, Internet Banking, Credit / Debit Card) only.
- Bids along with necessary online payments (Tender Processing Fee) must be submitted through e-Procurement portal (<https://www.eproc.bihar.gov.in>) before the date and time specified in the tender documents. The department/Tendering Authority doesn't take any responsibility for the delay / Non-Submission of Tender / Non-Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic/ Holidays or any other reason."
- Bid security is to be paid through Bank Guarantee/ Demand Draft in favour of "Bihar Rural Livelihoods Promotion Society" payable at Patna and Scanned copy of BG/DD must be uploaded along with the bid and original copy of same should be on or before the date of opening of technical bid, otherwise the bid will be treated as non-Responsive.
- The bidders shall submit their eligibility and qualification details, Certificates as mentioned in section etc., in the online standard formats given in e-Procurement web site (<https://www.eproc.bihar.gov.in>) at the respective stage only.
- The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement web site (<https://www.eproc.bihar.gov.in>).
- The bidder shall upload the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity using their digital signature.
- For support related to e-tendering process, bidders may contact at following address "e-Procurement HELP DESK First Floor, M/22, Bank of India Building, Road No-25, Sri Krishna Nagar, Patna- 800001. Ph. No: **0612-2523006**, Mob- **7542028164**" or may visit the link "Vendor Info" at (<https://www.eproc.bihar.gov.in>).
- Corrigendum/ Addendum**, if any, will be published on e-Procurement, Bihar <https://www.eproc.bihar.gov.in> and the departmental website at [www.brlps.in](http://www.brlps.in) also.

**(Chief Executive Officer cum Mission Director)**

## **e-Procurement Standing Instruction**

### **Instructions for Submission (through electronic mode only).**

1. The payment of Tender Processing Fee needs to be paid through e-Payment mode only.
2. The Tender Document may be downloaded from the website [www.eproc.bihar.gov.in](http://www.eproc.bihar.gov.in) from **01/12/2022** and it may be uploaded.
3. Bids along with necessary online payments must be submitted through e-Procurement portal (<https://www.eproc.bihar.gov.in>) before the date and time specified in the Tender Document. The department / Tendering Authority don't take any responsibility for the delay / Non-Submission of Tender / Non-Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic / Holidays or any other reason.
4. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate / documents in the e-Procurement portal (<https://www.eproc.bihar.gov.in>) only.
5. The bidder shall upload the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity using their digital signature.
6. The Proposal needs to be filled, uploaded and submitted through e-Procurement portal [www.eproc.bihar.gov.in](http://www.eproc.bihar.gov.in) on or before **23/12/2022 by 16.00 hrs.**
7. The authority reserves the right to reject or cancel the tender or any part thereof without assigning any reasons thereof.
8. Corrigendum/ Addendum, if any, will be published on the departmental website [www.brlps.in](http://www.brlps.in) and <https://www.eproc.bihar.gov.in> itself.
9. Bidders are advised to keep updated their e-Procurement profile with correct / valid email id as all important activity / events emailed to their registered email as per e-Procurement portal.

**(Chief Executive Officer cum Mission Director)**