

**EXPRESSION OF INTEREST FOR EMPANELMENT FOR OUTSOURCING SWIMMING
POOL MAINTENANCE FOR HARITHA HOTELS, TSTDC**

Name of the Work	Outsourcing of Swimming Pool Maintenance Service for the Haritha Hotel Units.
Contract Period	The period of contract will be Three years with a built-in scheme for review of the performance at the end of each year. The contract may be extended by another one year on the basis of the performance on yearly basis.
Proposed Date to Commence the Operations	1 st August 2018

I – ELIGIBILITY CRITERIA

1. Service provider should have a turnover of average Rs.50 Lakhs per annum for proceeding 3 years.
2. The Service Provider should have at least 5 years of experience in providing Swimming Pool Maintenance Services for 3 Star & above Hotels/3 Top MNC connected Guest Houses . This should be supported by documentary evidence.
3. The Service Provider should be a registered company / proprietorship / partnership / society.
4. Should have at least;
 - a) One similar ongoing work contract of Rs.15 Lakhs or more per annum;

OR

- b) Two similar ongoing work contracts of Rs.5 Lakhs or more per annum;
Proof of the same to be furnished along with contact details of the concerned firms.
5. Should be registered with the following Statutory authorities in Telangana and must furnish attested copies of supporting documents:
 - Commissioner of Central Excise & Customs (GST for Swimming Pool Maintenance)
 - Employees State Insurance Corporation
 - Employees Provident Fund Commissioner
 - Income Tax Department (PAN Card be attached)
 - Labour department (Registration certificate from labour Department)
6. The following documents must be submitted along with Expression of Interest:-
 - a. Audited Balance Sheets of preceding three years with Income and Expenditure statement and Profit/Loss Account of last three years.
 - b. Income tax returns of last three years.
7. The Service Provider should have sufficient number of employees on its rolls specifically trained for Swimming Pool Maintenance work. Full list of the employees, viz., name, age, employee code, designation, experience in the field of Swimming Pool Maintenance and production, PF, ESI details etc. Should be attached with Expression of Interest. Document in support of GST, ESI, EPF deductions and details of the health and safety measures, the Service Provider takes for his workers should also be attached with Expression of Interest.
8. The Service Provider should have at least 300 Nos. and above of captive manpower on his payroll on the day of filing the Expression of Interest. The Service Providers with captive manpower less than this number will be rejected.

9. The period of contract will be for Three **years** extendable one year with a built-in scheme for review of the performance at the end of each year. TSTDC will not entertain any request for revision of rates in the first 3 (three) years of the contract period. Revision of Minimum wages of manpower will be applicable as per rule of Govt. of Telangana, Minimum Wages Act, and Department of Labour & Employment.
10. TSTDC reserves the right to terminate the contract by serving one month's notice, in writing if the services of the Agency are not found satisfactory. The Agency may also ask for the same by giving three months notice but he has to provide the Swimming Pool Maintenance Service facility till the next agency is engaged as stop gap arrangement.
11. The persons to be deployed by the Agency should be properly trained, have requisite experience and skills for carrying out a wide variety of Swimming Pool Maintenance work using appropriate materials and tools/equipment's.
12. The Agency should ensure the Health and safety measures of the employees.
13. The Agency will be responsible for supply /installation /refilling /maintenance of all consumables, items and equipment's used in all areas of the Hotel's Campus for Swimming Pool purpose, as given in "Annexure"
14. The Agency must employ adult and skilled labour only. Employment of child labour will lead to the termination of the contract and necessary action under Indian Penal Code also.
15. The Agency at all times should indemnify ESIC against all claims, damages or compensation under the provisions of Payment of Wages Act, 1936, Minimum Wages Act, 1948, Employer's Liability Act 1938, the Workmen Compensation Act 1923, Industrial Disputes Act 1947, Maternity Benefit Act 1961, Payment of Bonus Act, 1965 or any other law relating thereto and rules made there under from time to time. TSTDC will not own any responsibility in this regard. **The Agency should comply with all the labour laws in force.**
16. Under any circumstances whatsoever, the manpower deployed shall be paid wages not below the Minimum wages set by Govt. of Telangana. The rate will be revised solely based on the revision of minimum wages as notified by Govt. of Telangana from time to time.
17. In the event of injury, illness or accidents to any worker, TSTDC will not be liable to pay any compensation. The insurance cover shall include the liability under the Workmen Compensation Act.
18. The agency shall in no case pay its employee less than the minimum mandatory rates per day in accordance with the Minimum wages fixed by Government of Telangana and a record of that should be kept in a register, which may be made available for examination to TSTDC as and when demanded.
19. The workers employed by the Agency shall be his sole employees and TSTDC Ltd., shall not have any relation whatsoever with employees of the Agency. He will be fully responsible for their acts, conduct and any other liability.
20. In case of breach of any terms and conditions attached to the contract, the Performance Security Deposit of the Agency will be liable to be forfeited by TSTDC Ltd besides annulment of the contract.
21. Once the Swimming pool Maintenance staff is allotted an area of work he or she will be under supervision of the Unit Manager his authorised representatives and in addition to the instructions issued by the agency side they have to follow all instructions and orders given by the Unit Manager/ authorised officials. These instructions should be considered as the scope of work. Preferably for Supervisory staff should be trained and experience from 3 Star & above/3Top MNC Companies connected Guest Houses, should have certificate in life saving techniques as life guard from a reputed institute.

22. The Agency shall:-

- a) Provide all items and consumables to the **Swimming Pool Maintenance staff as per Annexure.**
- b) Ensure that their managers /supervisors are equipped with mobile phones and are available round the clock.
- c) Only deploy the work force that is on his payroll.

22. Details of Nature and Scope of work

1. The services to be provided under the contract are as shown below.
 - (A) **Swimming Pool: Daily Sweeping, Brushing and Operation of Filtration plant etc.,**
 - (B) Failure to execute with adequate man power, materials and punctuality in timings will attract penalty in monthly payments ranging from 10% - 25% may be levied by the Unit Manager (10%) more than 10% -25% DVM or GM, as the case may be for not maintaining service level standards.
2. The Agency should provide adequate manpower for maintenance of Swimming Pool.

**THE SCOPE OF WORK FOR MAINTENANCE OF SWIMMING POOL AT HARITHA
HOTELS**

- 1) Skilled and semi skilled workers shall be deployed every day and one supervise maintenance the pool every week, as per requirement to make sure pool is clean and water is maintained as per P.H Value 7.4 to be maintained.
- 2) Daily brushing and cleaning the total pool with suction box to be taken up everyday.
- 3) Operating filter plant and adding the chemicals and look after the pool site to maintain chlorine level and P.H level.
- 4) The following are the requirements for maintenance of Swimming Pool per month
 - a). Chlorine 15Kgs
 - b). Alam 10 Kgs
 - c). Ploya Oil 2 Lts
 - d). Lawns Brushes 2 Nos.
- 5) The cost is inclusive of chemical consumables and labor charges.
- 6) Swimming Pool water has to be changed once in 3 months.
- 7) The swimming pool shall be maintained crystal clear and bacteriological safe. If any skin allergies /skin diseases are complained by the members due to swimming in the pool, the contractor will be held responsible for such mistakes.
- 8) The agency shall do sweeping, brushing and plant operation of the pool daily.
- 9) Electrification and make up water shall be supplied by TSTDC. LTD.
- 10) The agency shall be totally responsible for the maintenance and swimmers in the Pool.
- 11). All the chemicals and equipment for maintenance of Swimming Pool should be borne by the Agency.