



GOVERNMENT OF MADHYA PRADESH

TENDER DOCUMENT FOR

SUPPLY OF LAUNDRY DETERGENTS AND OTHER RELATED CHEMICALS

AT

MADHYANCHAL

12 IHC POCKET, INSTITUTIONAL AREA, VASANT KUNJ,
NEW DELHI -110070



MADHYANCHAL

A- NIT, Technical Bid & Financial Bid

OFFICE OF THE RESIDENT COMMISSIONER
MADHYA PRADESH BHAWAN
PLOT NO. 29C-D, JESUS & MARY MARG, CHANAKYAPURI,
NEW DELHI -110021

OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
PLOT NO. 29C & 29D, JESUS & MARY MARG
CHANAKYAPURI, NEW DELHI - 110021

Website: www.mpbhawan.gov.in or www.mptenders.gov.in

Tel.No.+011-26772001/ 2002

TENDER DOCUMENT FOR

Annual Supply of Laundry detergents and other related chemicals items

at

Madhyanchal, 12 IHC Pocket, Institutional Area, Vasant Kunj,
New Delhi -110070

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SECTION-1

OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
PLOT NO. 29C & 29D, JESUS MARY MARG
CHANAKYAPURI, NEW DELHI - 110021
Website - www.mptenders.gov.in
Tel.No.+011-26772001/2002

NIT No. 04/MARCH/DETERGENT/MPB/2026

Dated:16/03/2026

1. NOTICE INVITING TENDER

- 1.1 Online tenders for Annual Supply of Laundry detergents and other related chemicals items at Madhyanchal, Vasant Kunj, New Delhi in single stage two envelope systems (Technical bid & Financial bid through online e-Tendering) in the prescribed proforma from interested parties/ Registered Firms/ Registered Companies/ Reputed Organizations/ Agencie for 01 year which may be extended to another 01 year from the date of work order on same terms & conditions, rates and mutual consent.
- 1.2 Detailed job and items descriptions are made in the relevant section of the body of tender document.
- 1.3 Offers in Physical form will not be accepted in any case.
- 1.4 Incomplete and / or illegible document will not be considered and such documents tender / bid will be considered as NON - RESPONSIVE
- 1.5 Tender documents to be downloaded from the website: www.mptenders.gov.in and submission of bids through e-tendering with non-refundable cost of the form Rs. 500/- (Rs. Five Hundred only) to be paid online.
- 1.6 The last date of submission of online Technical Bid is 07/04/2026, up to 12:30 PM and the same will be opened in the presence of such bidder who may wish to be present in the office Madhya Pradesh Bhawan, 29 C-D, Jesus & Mary Marg, Chanakyapuri, New Delhi on 08/04/2026 at 12:30 PM.
- 1.7 The financial bid to be submitted online through e-tendering process till 12:30 PM on 07/04/2026 on website: www.mptenders.gov.in. In no case financial bids would be received and accepted by hand or in hard copy. Financial bid would be opened in respect of bidders whose technical bids are found acceptable by the committee constituted for this purpose on 16/04/2026 at 12:30 PM
- 1.8 A pre-bid conference will be held on 26/03/2026 at 12:30 PM in the conference hall of Madhya Pradesh Bhawan, Plot No. 29 C-D, Jesus Mary Marg, Chanakyapuri, New Delhi - 110021
- 1.9 Technical bid must be submitted along with online e-payment receipt of EMD 3,450/- (to be paid online)
- 1.10 The Competent Authority reserves the right to reject any or all the bids without assigning any reason and the decision of the Competent Authority shall be final and binding.

Addl. Resident Commissioner,
M.P. Bhawan, New Delhi

SECTION-2

OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
PLOT NO. 29C & 29D, JESUS & MARY MARG
CHANAKYAPURI, NEW DELHI – 110021

NIT No. 04/MARCH/DETERGENT/MPB/2026

Dated:16/03/2026

2. BRIEF INFORMATION ON BID DOCUMENT

- Name of Work** : **Online tenders are invited for Annual Supply of Laundry detergents and other related chemicals at Madhyanchal, Vasant Kunj, New Delhi**
- Cost of Tender form** : **500/- to be paid online (non-refundable)**
- Time for completion of work** : **One year from the date of acceptance, which can be extended for another one year on mutual consent**

| S. No | Description of Items | Remarks |
|-------|----------------------------------|---|
| 2.1 | NIT No. & Date | NIT No. 04/ MARCH/DETERGENT /MPB/2026 Dated 16/03/2026 |
| 2.2 | Issuance of tender | M.P. Bhawan, New Delhi website (www.mptenders.gov.in) |
| 2.3 | Date of Submission of tender | Submission on or before 07/04/2026 up to 12:30 PM. |
| 2.4 | Date of Opening of technical bid | 08/04/2026 on 12:30 PM |
| 2.5 | Date of opening of financial bid | 16/04/2026 on 12:30 PM |
| 2.6 | Probable Amount of Contract | Rs. 1,15,000/- |
| 2.7 | Cost of Tender cost | Rs. 500/- (to be paid online) |
| 2.8 | Earnest Money Deposit (EMD) | Rs. 3,450/- (to be paid online) |
| 2.9 | Pre-bid conference | 26/03/2026 at 12:30 PM in the conference hall of Madhya Pradesh Bhawan, Plot No. 29 C-D, Jesus Mary Marg, Chanakyapuri, New Delhi -110021 |
| 2.10 | Security Deposit | Rs. 3,450/- |
| 2.11 | Email ID | sebmpbhawan@mp.gov.in |
| 2.12 | Contact Name & No. | Sh. G.D. Jaiswal, Sub-Engineer, Mob. No. 9893532259 Sh. Arun Kumar, Store Keeper Mob. No. 9818656358 |

**Any other website related technical queries,
please call at 24 x 7 Help Desk Numbers 0120-4001002,
0120-4001005 & 0120-6277787**

**Addl. Resident Commissioner
M.P. Bhawan, New Delhi**

OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
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CHANAKYAPURI, NEW DELHI - 110021

3. PROFORMA FOR TECHNICAL BID

TENDER FOR ANNUAL SUPPLY OF LAUNDRY DETERGENTS AND OTHER RELATED CHEMICALS AT MADHYANCHAL, VASANT KUNJ, NEW DELHI

| Technical Bid | | | Page No. |
|----------------------|--|--|----------|
| Annexure- 3.1 | Particular of Firm | | |
| 3.1.A | Name of Firm | | |
| 3.1.B | Constitution of Firm | | |
| 3.1.C | Office Address | | |
| 3.1.D | Telephone/ Mobile Number | | |
| 3.1.E | Fax No. | | |
| 3.1.F | E-mail Address | | |
| 3.1.G | Alternative E-Mail Address | | |
| Annexure-3.2 | Full Particulars of The Bankers Of Firm, With Full Address / Tel. No. (Attach Self Cancelled Cheque) | | |
| 3.2.A | Name of the Bank | | |
| 3.2.B | Bank Account Number | | |
| 3.2.C | IFSC Code | | |
| 3.2.D | Address of the Bank | | |
| 3.2.E | Telephone No. | | |
| 3.2.F | Fax No. | | |
| 3.2.G | E-mail address | | |
| Annexure-3.3 | Registration Details of firm | | |
| 3.3.A | PAN | Attach Photocopy | |
| 3.3.B | GST Registration No. | Attach Photocopy | |
| Annexure-3.4 | Details of Earnest Money Deposit & cost of Tender Fee | | |
| 3.4.A | Tender document cost as mentioned in bid Document | Rs. 500/- | |
| 3.4.B | EMD amount as mentioned in bid document | Rs. 3,450/- | |
| 3.4.C | Online payment receipt date | Attach photocopy | |
| 3.5 | Whether Agency has been blacklisted by any of the Department /Organization (attach undertaking on the letter Head of the Firm duly signed and stamped) as on date of tender. | Attach | |
| 3.6 | Supply of Laundry Detergents and other related chemicals for completed work in government Departments/ Public/ Pvt. Sector or any reputed organization | Attach Proof (Experience/ Completion Certificate) | |
| 3.7 | Any other relevant document. | Attach proof | |

Note: -All uploaded documents should be clear, legible, stamped and self-attested.

This is to certify that I/We have carefully read the contents of the Tender Document and fully understood all the terms and conditions therein and undertake myself/ ourselves to abide by the same.

Date
Place

Authorised Signature
Name
Seal

SECTION-4

OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
PLOT NO. 29C & 29D, JESUS MARY MARG
CHANAKYAPURI, NEW DELHI –110021

4. UNDERTAKING

TENDER FOR ANNUAL SUPPLY OF LAUNDRY DETERGENTS AND OTHER RELATED CHEMICALS

- 4.1 I/We hereby tender for the supply of the **Laundry detergents and other related chemicals** as per schedule attached to this tender form for one year, M.P Bhawan, New Delhi.
- 4.2 I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed hereto (Section-6) so far as applicable, or in default thereof to forfeit and pay to the Governor of Madhya Pradesh or hi successor in office the sum of money mentioned to the said conditions.
- 4.3 The Earnest Money Deposit of **Rs. 3,450/- (Rupees Three Thousand Four Hundred Fifty Only)** is to be paid online forwarded as earnest money deposit as per the terms & Condition of contract.
- 4.4 I/We.....do not stand blacklisted by any of the Department/ Organization as on the date of tender.

Dated/ /2026

Signature of Contractor

SECTION 5

OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
PLOT NO. 29C & 29D, JESUS MARY MARG
CHANAKYAPURI, NEW DELHI – 110021

5. Brief Description of the Items

Scope of work:

Supply of Laundry detergents and other related chemical materials as and when required during contract period at Madhyanchal, Vasant Kunj, New Delhi -

| S. N. | Brief Description of the Items |
|-------|--|
| 1 | Super bright HD ultra colored or equivalent means a special low foaming and high active matter, concentrate detergent for mechanized laundries which is an eco-friendly product, it has properties to remove oil stains, blood stains, grease stains and many more. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |
| 2 | Super bright Sour or equivalent means a neutralizer which removes excess alkalinity & detergent from cloth which also absorbs free chlorine. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |
| 3 | Super bright EL or equivalent means a heavy duty emulsifier which attains high level of washing & emulsification of oil & grease stains from fabric. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |
| 4 | Super bright softener or equivalent means ready-to-use liquid reactive softener imparts premium softener does not repel or waterproof the clothes or towels and improves the absorbing power on towels and improve the whiteness or brightness of fabric and also provides anti-static properties. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |
| 5 | Super bright bleach or equivalent means organic bleach in liquid form with available chlorine 12 to 14%. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |
| 6 | Super bright Whitener or equivalent means a blend of fine chemicals specially formulated to improve reflectance of both colored as well as white clothes to be used along with main wash detergent. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |
| 7 | Super bright Ink-Go or equivalent means which is use to remove ink stains from the fabrics. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |
| 8 | Super bright Opal or equivalent means a detergent builder to be used with Super bright HD ultra to improve the efficiency to clean stubborn heavily soiled fabric and imparts high cleaning properties. Manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. |

Sample of every item can be seen in Madhyanchal Bhawan, Vasant Kunj, New Delhi before quoting the rate.

Addl. Resident Commissioner
M.P. Bhawan, New Delhi

SECTION 6

OFFICE OF THE RESIDENT COMMISSIONER
GOVERNMENT OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
PLOT NO. 29C & 29D, JESUS MARY MARG
CHANAKYAPURI, NEW DELHI – 110021

6. General Conditions of Contract (GCC)

6.1 ELIGIBILITY CRITERIA

The following shall be the minimum eligibility criteria for selection of bidders technically.

- 6.1.1 Legal Valid Entity: The Bidder shall necessarily be a legally valid entity either in the form of a Proprietorship, Partnership & Limited Company or a Private Limited Company registered under the Companies Act, 1956. **Bidder in the form of JV/consortium, is not permitted.**
- 6.1.2 Registration: The Bidder should be registered with the Income Tax Department (PAN card) and GST Department.
- 6.1.3 The bidder should have experience in the similar field of 50% contract amount for supply of Laundry detergents and other related chemicals business in the Government Departments / reputed public/private sector organizations or any reputed organization at least any one year during last three years. Copy of work order supported with details of transaction of payment to be submitted

6.2 EARNEST MONEY DEPOSIT

- 6.2.1 The Tender should be accompanied by Earnest Money Deposit (EMD) of Rs. 3,450/- to be paid online. The Tender received without EMD shall be rejected summarily.
- 6.2.2 The EMD of successful Tenderer will be forfeited if he fails to deposit the Security Deposit amount within 15 (fifteen) days after the issue of Letter of Acceptance.
- 6.2.3 The EMD of unsuccessful Tenderer shall be released only after signing of the contract.
- 6.2.4 M.P. Bhawan reserve the right of forfeiture of the EMD in additions to other claims and penalties in the event of the bidder's failure to fulfill any contractual obligation or in the event of termination of contract as per terms and conditions of the contract.

6.3 SECURITY DEPOSIT

Security Deposit Amount is Rs. 3,450/- The Security Deposit must be deposited by account payee bank draft /D.D. of any scheduled commercial bank drawn in favour of "**Addl. Resident Commissioner, M.P. Bhawan, New Delhi**" payable at New Delhi. Any compensation or other sums payable by the contractor to the MP Bhawan under the terms & conditions of this contract may be deducted from his security deposit or from any sums which may be due or may become due to the contractor by the MP Bhawan on any account whatsoever. The security deposit will be returned to the bidder after two months of successful completion of the contract.

6.4 BID EVALUATION CRITERIA

- 6.4.1 Online Technical Bids shall be evaluated by a Tender Evaluating Committee based on the documents submitted online by the tenderer.
- 6.4.2 The Online Financial Bid of those bidders who are found eligible in Technical Bid shall be opened on 16/04/2026 in the presence of bidders who choose to be present.
- 6.4.3 M.P. Bhawan Authority reserves the right to seek confirmation / clarification on the supporting documents submitted by the tenderer.

6.5 TERMS AND CONDITIONS OF CONTRACT

- 6.5.1 The laundry materials are required for Mechanized Laundry machines.
- 6.5.2 Initially the agreement shall be executed for a period of one year and may be extendable for further period of one year on basis of satisfactory performance, with mutual consent on the same terms and conditions and rates.
- 6.5.3 Price should be quoted for all the items listed in Price Bid.
- 6.5.4 The tender will be appraised by committee formed by M.P. Bhawan. The tender will be decided based on the lowest Grand Total Amount under column No. 6 (Total Amount) of table (Section-7) in Financial Bid. However order will be placed as per actual requirement as and when required.
- 6.5.5 The quantity shown in Section-7 may increase or decrease and no claim on this account will be entertained whatsoever.
- 6.5.6 The time period for supply of laundry detergents & related chemicals items should not be more than 07 days from the date of receiving of supply order.
- 6.5.7 Payment will be made after supply of laundry detergents & related chemicals items as per work order and bill will be raised in the duplicate copy.
- 6.5.8 A penalty of Rs. 200/- per day will be levied for delay.
- 6.5.9 Conditional tender will not be accepted.
- 6.5.10 Place of work (supply): Madhyanchal, 12 IHC Pocket, Institutional Area, Vasant Kunj, New Delhi - 110070
- 6.5.11 In situation where two or more contractors/ bidders are at par with each other in respect of their rates after all the arithmetic and other checks are carried out, then the Rebate on the quoted amount from all the agencies whose rates are at par shall be invited, in sealed envelopes, which shall be opened in the presence of the agencies or their authorised person whosoever choose to remain present.
- 6.5.12 Total amount shall be quoted in financial bid. Total lowest quoted amount (L-1) shall be considered as successful bidders. If L-1 bidder fails to execute the contract within the stipulated time limit, then the E.M.D. of L-1 bidder will be confiscated and the competent authority reserves the right to award the contract to L-2 bidder on L-1 quoted rates.
- 6.5.13 Tender received without the receipt of cost of tender form and EMD shall be considered as non-responsive and all such tenders shall be liable to be rejected.
- 6.5.14 Resident Commissioner Govt. of M.P. reserves the right to accept or reject in full/ part any quotations received, without assigning any reason thereof. The decision of the Resident Commissioner shall be final, conclusive and binding on the parties of the contract.

6.6 CONTRACTOR'S LIABILITY

If the contractor be hindered in the supply of some materials so as to necessitate an extension of the time allowed in the supply order, he shall apply in writing to the Addl. Resident Commissioner who shall grant it in writing, if reasonable grounds be shown for it, and without such written authority, the contractor shall not claim exemption from any recovery which may be made.

6.7 QUALITY

The contractor shall supply laundry detergents & related chemicals items as per standard specification as approved by M.P. Bhawan Authority and get the receipt of the materials supplied, if it is found that the materials are not up to the standard, no receipt shall be issued by the receiver.

6.8 RISK AND COST

In the event of the quality of any material being considered by the competent authority to be inferior to that described in the specification, the contractor shall remove the same at his own risk and cost. In the event of his neglecting to do so within such period as may be given by the competent authority, such materials will be removed by the client at the contractor's risk and cost. The expense incurred being liable to be deducted from the security deposit or from any sum due, or which may become due, to the contractor. No responsibility shall attach to the authorized person for the safe custody of the materials supplied in excess, disapproved or not so removed.

6.9 DELAY

The contractor shall supply laundry detergents & related chemicals items at Madhyanchal within 07 days from the date of receiving of supply order. In case of delay, penalty of Rs. 200/- per day will be levied for next three days. On further delay or if the contractor refuses supply the order, the client may purchase laundry detergents & related chemicals items from the open market any material ordered, not so supplied and recover from contractor or from his security deposit the difference between the actual cost of purchase and the amount that would have been payable for the materials under this contract plus 10% supervision charges. If the client purchases the materials from the open market at cheaper rates, the contractor shall have no claim for payment of the difference in cost, but will have to pay 10% supervision charges.

6.10 PENALTY CLAUSE

On the breach of any term or condition of this contract by the contractor, the Competent Authority shall be entitled to terminate the contract and to forfeit the security deposit or the balance thereof that may at that time be remaining, and to retain the same as damages and compensation for the said breach, but without prejudice to the right of the MP Bhawan to recover any further sums as damage from any sums due or which may become due to the contractor by MP Bhawan. Further, in the event of termination of the contract the contractor shall have no claim for any compensation for loss in respect of any materials.

6.11 TENURE OF TENDER

The initial period of Contract is one year from the date of acceptance of contract which can be extended for another one year subject to satisfactory services and mutual consent of both parties on same Terms & Conditions.

6.12 VALIDITY OF TENDERS

Tenders shall remain valid and open for acceptance for a period of 120 days from the last date of submission of Tenders.

6.13 GOVERNING LAWS AND SETTLEMENT OF DISPUTE

- 6.13.1 The contractor shall be responsible for all rules/regulations of central and state Government.
- 6.13.2 Any claims, disputes and or differences (including a dispute regarding the existence, validity or termination of this Contract) arising out of, or relating to this contract including terms may be resolved through joint discussion of the Authorized Representatives of the concerned parties. However, if the disputes are not resolved by the discussions as aforesaid within a period 30 days, then the matter will be referred for adjudication to the arbitration of a sole arbitrator to be appointed by the Client in accordance with the provisions of the Arbitration and Conciliation Act 1996 and rules made there under including any modifications, amendments and future enactments thereto. The venue for the Arbitration will be New Delhi and the decision of the arbitrator shall be final and binding on the parties.
- 6.13.3 Jurisdiction of Court: This Contract is governed by the laws of Republic of India and shall be subject to the exclusive jurisdiction of the courts in Delhi.

**Addl. Resident Commissioner
M.P. Bhawan, New Delhi**

SECTION-7

**OFFICE OF THE RESIDENT COMMISSIONER
GOVT. OF MADHYA PRADESH, MADHYA PRADESH BHAWAN
PLOT NO. 29 C-D, JESUS & MARY MARG,
CHANAKYAPURI, NEW DELHI - 110021
Phone No. 011-26772001/ 2002**

7. FINANCIAL BID

I/we hereby tender for annual supply of Supply of Laundry detergents and other related chemical materials for the Governor of Madhya Pradesh of the work specified by in the underwritten memorandum within the time specified in such memorandum at the amount specified therein and in accordance in all respects with Terms & conditions.

Name of work : **Annual Supply of Laundry detergents and other related chemicals at Madhyanchal, Vasant Kunj, New Delhi**

Amount of Contract : **Rs. 1.15 Lakh**

Amount of Earnest Money : **Rs. 3,450/- (To be paid online)**

Period : **One year from the date of acceptance, which can be extended on mutual consent.**

ITEMS RATE CONTRACT**(Rate in Rs.)**

| S. N. | Description of Item | Unit | Appx. Qty. Per Year | Unit Rate (Including GST) | Total Amount (Including GST) |
|--------------|--|-------------|----------------------------|----------------------------------|-------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 (4x5) |
| 7.1 | Supply of Super bright HD ultra colored detergent powder manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 300 | | |
| 7.2 | Supply of Super bright Sour liquid manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 60 | | |
| 7.3 | Supply of Super bright EL liquid manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 60 | | |
| 7.4 | Supply of Super bright Softner detergent powder manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 300 | | |
| 7.5 | Supply of Super bright bleach liquid manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 240 | | |
| 7.6 | Supply of Super bright Whitener detergent powder manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 10 | | |
| 7.7 | Supply of Super bright ink stain remover liquid manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 2 | | |
| S. N. | Description of Item | Unit | Appx. Qty. Per Year | Unit Rate (Including GST) | Total Amount (Including GST) |

| 1 | 2 | 3 | 4 | 5 | 6 (4x5) |
|---------------------------|--|----|----|---|---------|
| 7.8 | Supply of Super bright Opal liquid manufactured by Navin Polycon or Aditya Chemical or Pranav Chemical or equivalent make. | kg | 25 | | |
| Grand Total Amount | | | | | |

Note: It is mandatory to fill all the columns.

Signature of Tenderer _____

Name of the Signatory _____

Name of the Firm/ Agency _____

Seal of the Firm/Agency _____