



# MADHYA PRADESH CRICKET ASSOCIATION

Holkar Stadium, Race Course Road, Indore | Tel : (0731) 2543602 | Email : secretary@mpcaonline.com

## NOTICE INVITING OFFERS FOR PRE-MATCH, DURING MATCH, AND POST-MATCH HOUSEKEEPING SERVICE

(by advertisement in newspaper and display on website of MPCA)

1. MPCA invites proposal and commercial offer from experienced housekeeping agencies for providing housekeeping service for the pre-match, during match, and post-match deep cleaning works at Holkar Stadium, Indore.
2. Match date : 4<sup>th</sup> October 2022
3. Period of deep cleaning : (pre-match) 29 September 2022 to 3<sup>rd</sup> October 2022 and (post match) on 5<sup>th</sup> October 2022.
4. Brief scope of work (pre-match) :
  - 4.1 Manual scrubbing of chairs to ensure there is no element of dirt, dust, tough deposits / stains. This would be followed by cleaning the surface with water using high pressure jets.
  - 4.2 Mopping of floor area by means of mechanical scrubbers, manual cleaning of railings, glass panes, facades etc.
  - 4.3 Cleaning of restrooms
  - 4.4 Collection and disposal of garbage/waste
  - 4.5 Any incidental works related to housekeeping.
5. Brief scope of work (during match) : All housekeeping activities essential for smooth conduct of the match.
6. Brief scope of work (post-match) : Restoring original state of the property with adequate workforce.
7. Areas covered in the scope of work : All pathways, internal corridors, stairs, steps, glass panes, windows, chairs, lounges, ceilings, railings, toilet etc
8. Normal operations timing on non-match days : 10.00 am ~ 6.00 pm (8 hrs shift) or 9.00 am ~ 9.00 pm (12 hrs shift)
9. Normal operations timing on match day : 8.00 am ~ 12.00 midnight (16 hrs shift)
10. Deploying machinery (incl. requirements like power cable, pipes etc) shall be in the scope of the offerer. MPCA shall supply material and consumables.
11. It is specifically intimated to all concerned that the responsibility of insurance / PPF / PF / ESI for the workmen shall be of the concerned agency. Necessary documentation shall be furnished to MPCA prior to the commencement of work. IN ANY CASE, MPCA SHALL NOT BE RESPONSIBLE FOR ANY COMPLIANCES IN THIS REGARD AND NO LIABILITY LIES ON MPCA. IN CASE IF REQUIRED, MPCA RESERVES ALL RIGHTS TO RECOVER FROM US ANY LIABILITY IMPOSED BY ANY STATUTORY BODY FOR THE DEFAULT OF US IN SUCH AREAS.
12. EMD : Rs. 50,000/- by way of DD in favour of M P Cricket Association payable at Indore.
13. EMD of selected agency shall be converted into interest free Security deposit.
14. MPCA shall demand conflict of declaration and any other relevant declaration from the shortlisted agency before awarding contract.
15. Last dated for submission of offer : **22.9.2022 by 12.00 noon at MPCA office** (Holkar Stadium, Race Course rd., Indore)
16. Offer should be placed in a seal envelope addressed to the Hon. Secretary, MPCA. The envelope should have the details of the offerer.
17. Envelope should contain following minimum documents –
  - 17.1 A covering letter and profile of the agency.
  - 17.2 Self attested copy of valid license / registration for running a business of housekeeping in state of MP.
  - 17.3 Registration with the GST department if available.
  - 17.4 Brief note about experience of similar service for events.
  - 17.5 Plan to complete scope of work within the defined period.
  - 17.6 Commercial quote covering manpower supply for 8 hours shift, 12 hours shift, 16 hour shift (supervisor, housekeeping staff / janitor – Male & female, machinery rental etc.)

Issued by Hon. Secretary, MPCA

Date : 19<sup>th</sup> September 2022