



MADHYA PRADESH CRICKET ASSOCIATION

Holkar Stadium, Race Course Road, Indore (Madhya Pradesh, India)

Email : secretary@mpcaonline.com

RFP ISSUE DATE | 13.04.2026

RFP DOCUMENT IS PROVIDED 'FREE OF COST' BY WAY OF DISPLAY ON MPCA WEBSITE

REQUEST FOR PROPOSAL

FOR

'SERVICE CONTRACT' FOR HIRING SERVICES OF A HOUSEKEEPING AGENCY FOR 'SHIFT BASED' SERVICE FOR THE CAMPUS OF HOLKAR STADIUM, INDORE

ISSUED BY

HON. SECRETARY

MADHYA PRADESH CRICKET ASSOCIATION

THROUGH

PURCHASE COMMITTEE OF MPCA

(NON-INFRASTRUCTURE REQUIREMENTS)

INDEX

Sr. No	Particulars	Page No.
1	Introduction	2
2	Data Sheet	2
3	Eligibility Conditions	3
4	Scope of Work	3
5	Specific Requirements	4
6	General Terms & Conditions	4
7	Terms for Payment	5
8	Documents to be submitted with the offer	5
9	Annexure I	7
10	Annexure II	8
11	Annexure III	9
12	Annexure IV	10
13	Annexure V	15

1. INTRODUCTION :

Madhya Pradesh Cricket Association (MPCA) is a renowned sports body in Madhya Pradesh, having its office located at Holkar Stadium, Race Course Road, Indore 452 003.

MPCA invites Request For Proposal (RFP) from highly reputed / well established and professional Housekeeping Agency, fulfilling the eligibility conditions, for a 'SERVICE CONTRACT' FOR HIRING SERVICES OF A HOUSEKEEPING AGENCY FOR 'SHIFT BASED' SERVICE FOR THE CAMPUS OF HOLKAR STADIUM, INDORE. The RFP is for availing services from successful offerer for a period of two years, with an annual performance review condition. The contract may be extended for another two years on the basis of satisfactory performance with mutually agreeable commercial terms. Desirous parties are requested to kindly respond by submitting detailed proposal as required under this RFP.

2. DATA SHEET

1	NATURE OF RFP/RFP/RFQ	'SERVICE CONTRACT' FOR HIRING SERVICES OF A HOUSEKEEPING AGENCY FOR 'SHIFT BASED' SERVICE FOR THE CAMPUS OF HOLKAR STADIUM, INDORE
2	CONTRACTING AUTHORITY	HON. SECRETARY, MPCA
3	ADDRESS OF THE CONTRACTING AUTHORITY	MADHYA PRADESH CRICKET ASSOCIATION, HOLKAR STADIUM, RACE COURSE ROAD, INDORE 452 003 TEL : 0731 2543602 EMAIL : secretary@mpcaonline.com
4	AVAILABILITY OF RFP/RFP/RFQ DOCUMENT ON WEBSITE OF MPCA	FROM : 13.04.2026 TO : 16.04.2026
5	ADDRESS FOR SUBMISSION OF RESPONSE	MADHYA PRADESH CRICKET ASSOCIATION, HOLKAR STADIUM, RACE COURSE ROAD, INDORE 452 003
6	LAST DATE FOR SUBMISSION OF RESPONSE AT MPCA OFFICE / EMAIL	By 22.04.2026 - 4 pm EMAIL : secretary@mpcaonline.com
7	VALIDITY OF OFFER	THE OFFER SHOULD REMAIN VALID FOR A PERIOD OF 60 DAYS FROM THE LAST DATE OF SUBMISSION OF THE OFFERS AS REFERRED ABOVE.
8	OTHER REFERENCE / TERM USED FOR CONTRACTING AUTHORITY	MPCA
9	OTHER REFERENCE / TERM USED FOR OFFERER	AGENCY/OFFERER/HKA
10	FOR ANY ASSISTANCE FROM MPCA, PL CONTACT	MR. NITIN BATRA, (FINANCE) (98268 65314) (BETWEEN 12.00 NOON TO 6.00 PM ONLY)

5. SPECIFIC REQUIREMENTS

- i. The staff deployed should be MALE and FEMALE both as per requirement. The staff should not be more than 60 years of age and should be physically fit.
- ii. Staff should be neatly attired in Uniform along with shoes, belt, id card of company, and such other items as required and necessary for smart appearance of the personnel. The offerer should provide seasonal uniforms and other essential equipments to its employees at its own cost.
- iii. Identity cards should be properly displayed.
- iv. Minimum experience for menials shall be 3 years with the offerer. Minimum experience for higher grade of staff shall be 2 years with the offerer
- v. Upon award of contract to the successful offerer, the Contracting Authority shall demand the list of personnel to be deployed; the staff would be assessed by the appropriate authority of the Contracting Authority before giving consent for the deployment.
- vi. The successful offerer shall not subcontract, transfer or assign the task to any other agency without the previous written approval of M.P.C.A. In case the contractor contravenes this condition, M.P.C.A. shall be entitled to place the contract elsewhere at the cost and risk of contractor and all expenses borne on this account shall be recovered from him.

6. GENERAL TERMS AND CONDITIONS:

- 6.1 The Contracting Authority desires to avail a 'SERVICE CONTRACT' and not supply of 'MANPOWER'.
- 6.2 The successful offerer agrees to absolve the Contracting Authority from all the liabilities in regard to any statutory enactments to the extent applicable to the service provided by the offerer. It is clearly understood that should the Contracting Authority be called upon to make any payment to any authority, the offerer shall reimburse such amounts to the Contracting Authority whether such liability arises during the currency of this agreement or after expiry of the period of this agreement. If there would be any claim on the Contracting Authority for any default of the offerer or its employees committed during the operation of this Agreement, the offerer shall pay the Contracting Authority such amount on demand without protest.
- 6.3 MPCA reserves the right to negotiate the financial terms / other conditions with any/all agencies if required.
- 6.4 There is no requirement of the agency being present while opening of the submissions. The decision of MPCA shall be final and binding.
- 6.5 MPCA reserves the right to reject any or all offers without assigning any reasons.
- 6.6 The engagement may be terminated without any notice on part of MPCA at its own discretion without assigning any reason thereof.
- 6.7 MPCA does not put any limit on the minimum or maximum number of offers to be received in response to the RFP. Even single offer may be considered if it meets the evaluation criteria expressed in offer document and is not in conflict with any other rules, regulations or policy of MPCA. As such, the process is not vitiated in case of single offer.

- 6.8 The offers shall be scrutinized as per the 'Quality and Cost Based Selection' pattern decided by the contracting authority.
- 6.9 The RFP is not transferable under any circumstance.
- 6.10 Submission against this document should be strictly in the enclosed format along with supporting documents. Documents should be either typed / legibly hand written with ink. Use of pencil is strictly prohibited. Conditional, vague or incomplete submission will not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the offerer.
- 6.11 The selected Agency shall take Workmen Compensation policy covering all its workmen deployed / intended to be deployed at the Holkar Stadium.
- 6.12 The Agency shall keep the Contracting Authority completely indemnified against all the liabilities arising due to non-compliance or delay in compliance of any statutory obligations. The Agency shall keep the Contracting Authority indemnified against any payment or liability arising out of non-observance of the applicable laws/rules and liabilities on account of non-compliance of any other statutory obligation.

7. TERMS FOR PAYMENT:

- 7.1 The Agency will be paid according to the Schedule of Rates as approved. The Agency shall raise bills on a monthly basis. The approved rates will be binding on both the parties and no change in the rates will be permissible during the contract period.
- 7.2 The invoice for any service to MPCA shall be in the name of the authority as directed by MPCA from time to time. Invoice should mention the billing components (basic tariff, taxes & levies etc.). Ordinarily, payment against invoice will be made within 21 days of submitting of the invoice, and by cheque/bank transfer only.
- 7.3 M.P.C.A. will have the right to recover any over payment which might have been made to the contractor by M.P.C.A. through inadvertence, error, etc. or any cause whatsoever from their bills and from the security deposit or any other amounts due to him. In the event of any such recoveries/adjustments being made from the security deposit, the contractor shall at once make good deficiency in the amount of the security deposit within 15 days of payment to this effect, failing which M.P.C.A. will be at liberty to deduct the said amount from the future bills.

8. DOCUMENTS TO BE SUBMITTED WITH THE OFFER -

8.1 Envelope A should contain the following documents -

- i. A letter on the letterhead of the agency declaring the 'Request for Proposal' by acceptance of all terms and conditions as prescribed in this RFP document under the seal of the agency with dated signature of the authorized signatory.
- ii. A letter on the letterhead of the agency declaring the authorized person to conduct the process of RFP on behalf of the agency.

- iii. A copy of RFP document duly signed and seal imprint on all pages.
- iv. Self-declaration of the parameters prescribed in **ANNEXURE 'II' and ANNEXURE 'III'**
- v. Self-attested Photo Copy of the ownership certificate.
- vi. Self-attested Photo Copy of GST Registration certificate in the name of registered owner.
- vii. Self-attested Photo Copy of PAN certificate in the name of registered owner.
- viii. Self-attested Photocopy of Trade License issued by local authority.
- ix. Self-attested Photocopy of Labor License issued by local authority.
- x. Declaration to the extent that the agency is not black-listed / prohibited by any of its earlier clients who have availed similar service from the agency. If any, kindly specify in detail.
- xi. Declaration to the extent that there are no investigation / scrutiny / cases etc. against the agency by any government agency for non-performance of work within ethical / lawful framework, and that no such matter of fraudulent service is pending before any Indian agency. If any, kindly specify in detail.
- xii. Declaration to the extent that the offerer has perused the 'Conflict of Interest' rules and that the offerer is not being in contravention of the Conflict of Interest Rules OF MPCA / BCCI. ... **ANNEXURE 'IV'**

8.2 Envelope B should contain properly filled Annexure V on the letterhead of the agency -

8.3 Both the envelope (A and B) should have the following text written -

REQUEST FOR PROPOSAL – ENGAGEMENT OF HOUSEKEEPING AGENCY

NAME & CONTACT DETAILS OF THE OFFERER

8.4 Both the envelopes ('A' and 'B') should be packed in another envelope which should have following text written -

REQUEST FOR PROPOSAL – ENGAGEMENT OF HOUSEKEEPING AGENCY

Envelope 'A' and 'B'

NAME & CONTACT DETAILS OF THE OFFERER

8.5 LAST DATE FOR SUBMISSION OF OFFER: 22.04.2026

ISSUED BY

HON. SECRETARY

MADHYA PRADESH CRICKET ASSOCIATION

HOLKAR STADIUM, RACE COURSE ROAD

INDORE 452 003

ANNEXURE I

SCOPE OF WORK WITH SOME CONDITIONS, DUTIES AND RESPONSIBILITIES OF THE SERVICE PROVIDER TO BE EXECUTED THROUGH THE APPOINTED PERSONNEL

1. All material shall be provided by the Contracting Authority.
2. Approximate monthly requirement of personnel (8 hours shift), subject to variation as per actual need, is tentatively projected as under:
Menials : 7 x 30 = 210 man-days

The appointed staff shall however get one weekly off and other Holidays as decided by the Contracting Authority

Offerers are requested to kindly quote accordingly

3. The agency is required to deploy its supervisory / field officer for a daily check of at least one hour.
4. DAILY / WEEKLY / FORT-NIGHTLY / MONTHLY OPERATIONS AS DIRECTED BY THE DESIGNATED OFFICIALS OF THE CONTRACTED AUTHORITY SHALL INCLUDE :-
 - i. Sweeping, dusting, cleaning and washing of corridors, staircases and washrooms.
 - ii. Spraying of Room freshener/Deodorant in all cabins of officers and bathrooms.
 - iii. Dusting and cleaning of office furniture, office and equipments including tables, chairs, sidetables, racks and doors, paper trays and other installations.
 - iv. Sweeping of floors, mopping of floors-twice a day of all open area and removal of scrap as per instructions of respective sections to the designated scrap area.
 - v. Sweeping of open space and removal of garbage there from.
 - vi. Emptying of dustbins of all rooms/sections.
 - vii. Replenishment of soap, naphthalene balls/air purifiers as and when required.
 - viii. Dumping of garbage by suitable means at designated dumping area
 - ix. Dusting of doors, windows, dusting of room coolers, air conditioners.
 - x. Polishing of staircase railings, cleaning of Venetian blinds and cobwebs on walls.
 - xi. Dusting of files and file racks and cleaning of walls & windows panes.
 - xii. Dusting of room coolers, ceiling fans, tube lights, fixtures and furnitures and steel almirahs,
 - xiii. thorough cleaning of window panes, Venetian blinds and wall scrubbing and washing of rooms, floors, cleaning of duct ways outside the toilets, wiping/mopping of furniture,
 - xiv. Checking and cleaning of sewer and drainage system as and when they occur, other misc. cleaning work etc.
 - xv. Any other work of similar nature as required by the authority of MPCA.

ANNEXURE II

INFORMATION ABOUT THE OFFERER

(ON THE LETTER HEAD OF THE OFFERER)

1. Name of the Offerer
2. Address of the Offerer (with Tel. & Mob. No.s)
3. Name and Designation of the Representative of the offerer who is authorized to submit discuss, negotiate this RFP
4. Legal Entity of the Offerer (Partnership firm/Company)
5. Details of Registration under Central / State / Local Govt.
6. Brief Bio-Data of key officials (Please attach extra sheets duly signed by respective official)
7. ESI No. :
8. EPF No. :
9. GST No. :
10. PAN No. :
11. Details in respect of training centre / facilities

SIGNATURE OF THE AUTHORISED SIGNATORY

SEAL

ANNEXURE III

DOCUMENTS TO SUPPORT FULFILLMENT OF ELIGIBILITY CONDITIONS

S No	Parameter	Self-Attested Photocopy of the Document with Date to be submitted -
1	Submission of RFP document	<p>Covering letter on the letterhead of the firm with signature & seal of the authority submitting the RFP on behalf of the firm</p> <p>In case of company or partnership firm, a resolution of all Directors / Partners etc. nominating the authorized person on their behalf to sign and submit the RFP.</p>
2	Legal Entity of the offerer <i>Company (Limited or Pvt. Limited) registered under Companies Act, 1956, being registered before 1.4.2021 or a partnership firm with minimum three partners and duly registered with the appropriate statutory authority of the State / Central Government before 1.4.2021.</i>	Registration Certificate from appropriate registration authority.
3	ESI and EPF	Registration Certificates
4	GST	Registration Certificate
5	PAN	Copy of PAN Card
7	Contract labor license from appropriate statutory agency (Central / State / Local)	Registration Certificate
8	ISO Certification (if available)	<p>ISO Certificate</p> <p>+</p> <p>A letter of even date from the certificate issuing authority stating that the certificate is in force as on date of the issue of this RFP.</p>
9	Valid license from the appropriate Statutory Authority from the Central / State / Local Government to carry on the business of 'Housekeeping Service Provider'.	Registration Certificate
10	The HKA should have minimum 200 menials (semi-skilled) and minimum of 40 field officers (skilled) on permanent payroll as on 1-4-2025 for works at Indore and duly registered with the appropriate statutory authority.	Appropriate documents of ESI / EPF to illustrate
11	Average Annual Turnover of the Agency, from providing exclusive housekeeping services, during the past three years (FY 2023-24, 2024-25 and 2025-26) should be Rs 1 cr.	A certificate from the Chartered Accountant + Certified Income & Expenditure, Balance Sheet
12	The Agency should be providing 'shift based' housekeeping service for at least three years as on date of this RFP to at least 3 establishments of Government (Central / State / Local) OR Semi Government / PSU / Limited Company establishments in Madhya Pradesh, preferably in and around Indore, where at least 5 menials are deployed per shift. Such contract should be effective as on date of this RFP.	<p>A letter of even date from the clients covering the following -</p> <p>i. Name of the Client with address & contact no</p> <p>ii. Contract Copy</p> <p>iii. Category of establishment</p> <p>iv. Period of contract (from-to)</p> <p>v. No. of staff deployed per shift</p> <p>vi. Remarks on the service quality</p>
13	A copy of this RFP Document with signature & seal of the authority submitting the offer on behalf of the offerer to indicate that the offerer has read and accepted all terms & conditions of the RFP document while submission.	
14	EMD as prescribed	Refer point 3.11 of the RFP

MPCA RFP ~ HIRING OF HOUSEKEEPING AGENCY

ANNEXURE IV

UNDERTAKING

(CONFLICT OF INTEREST DECLARATION)

(as per provision no. 39A-2-B of MPCA constitution as amended on 15.9.2019)

I, WE _____

wish to participate in the RFP / RFP / RFQ / (etc.) of MPCA for the following

I/WE hereby undertake that :

- A) I/WE do not have any conflict of interest as defined in the Constitution of MPCA (*provision no. 39A-2-A*) and/or the Constitution of Board of Control for Cricket in India i.e. BCCI (*provision no. 38-1*) as applicable to me in terms of the said conflict of interest provisions contained in the pertinent rules in force as on date.

OR

- B) I/We have the following event (existing or potential) that may be deemed to cause a conflict of interest (*write NIL if there is no conflict*)

I/We undertake that I/WE shall forthwith notify MPCA if there is any conflict of interest (as defined in the rules of MPCA / BCCI which is applicable to my case) during the period of our engagement with MPCA.

In addition to the above, I/WE also state that I/WE am/are not occupying more than one post at a single point of time (*Posts as defined in rule 39A-2-D of MPCA Constitution or Rule 38 (4) of the BCCI Constitution*).

This undertaking is given after scrupulous reading and understanding of the relevant provisions of the Constitution of MPCA / BCCI and shall continue to be effective till relevant provisions are in force.

Name, Designation, Signature, Date and seal

Annexure to the Template of 'UNDERTAKING'

(i.e. Conflict Of Interest Declaration as per provision no. 39A-2-B of MPCA constitution as amended on 15.9.2019)

Only for the convenience of the declarant. It is in the interest of the declarant to check the relevant provisions of the MPCA / BCCI Constitution at the time of issuing the undertaking to avoid any errors / inadvertence.

PROVISIONS OF MPCA CONSTITUTION

39A-2-A : The provisions relating to conflict of interest in Rule 38(1) of the BCCI Constitution shall **mutatis mutandis** be applicable to the Association.

39A-2-B : Within a period of 15 days of taking any office under the Association, every individual shall disclose in writing to the Committee any existing or potential event that may be deemed to cause a conflict of interest, and the same shall be uploaded on the website of the Association. The failure to issue such a complete disclosure or any partial or total suppression thereof would render the individual open to disciplinary action which may include termination and removal from such office / post / role without benefits. It is clarified that a declaration does not lead to a presumption that in fact a questionable situation exists, but is merely for information and transparency.

39A-2-C : A conflict of interest may be either tractable or intractable :

- (i) Tractable conflicts are those that are resolvable or permissible or excusable through recusal of the individual concerned and/or with full disclosure of the interest involved.
- (ii) Intractable conflicts are those that cannot be resolved through disclosure and recusal, and would necessitate the removal of the individual from a post or position occupied so that the conflict can cease to exist.

39A-2-D : It is clarified that no individual may occupy more than one of the following posts at a single point of time except where prescribed under this Constitution:

- (i) Player (current), (ii) Selector/Member of cricket committee/sub-committee, (iii) Team official, (iv) Commentator,
- (v) Match official, (vi) Administrator/Office-bearer, (vii)Electoral officer, (viii) Ombudsman and ethics officer, (ix) Auditor,
- (x) Any person who is in governance, management or employment of a franchisee, (xi) Member of a standing committee, (xii) CEO and managers, (xiii) Office-bearer of an Institutional Member, (xiv) Service provider (legal, finance, etc.),
- (xv) Contractual entity (broadcast, security, contactor, etc.), (xvi) Owner of a cricket academy

As far as incumbents are concerned every disclosure mandated above may be made within 90 days of the effective date.

PROVISIONS OF BCCI CONSTITUTION

38 (1) : A conflict of interest may take any of the following forms as far as any individual associated with the BCCI is concerned :

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 1 of 4

- (i) Direct or indirect interest : When the BCCI, a Member, the IPL or a franchisee enter into contractual arrangements with entities in which the individual concerned or his/her relative, partner or close associate has an interest. This is

to include cases where family members, partners or close associates are in positions that may, or may be seen to compromise an individual's participation, performance and discharge of roles.

Illustration 1: A is an Office Bearer of the BCCI when it enters into a broadcast contract with a company where A's son B is employed. A is hit by Direct Conflict of Interest.

Illustration 2: C is a Member of the IPL Governing Council. The IPL enters into a contract with a new franchisee, the Managing Director of which is C's partner in an independent commercial venture. C is hit by Indirect Conflict of Interest.

Illustration 3: D is the Office Bearer of a State Association. D's wife E has shares in an IPL Franchisee which enters into a stadium contract with the State Association. D is hit by Indirect Conflict of Interest.

Illustration 4: F is President of the BCCI. His son-in-law is a Team Official of a Franchisee. F is hit by Conflict of Interest.

Illustration 5: G is an employee of the BCCI. His wife runs a catering agency that is engaged by the BCCI. G is hit by Conflict of Interest.

(ii) Roles Compromised : When the individual holds two separate or distinct post or position under the BCCI, a Member, the IPL or the franchisee, the functions of which would require the one to be beholden to the other, or in opposition thereof.

Illustration 1: A is the Coach of a team. He is also Coach of an IPL Franchisee. A is hit by Conflict of Interest.

Illustration 2: B is Secretary of the BCCI. He is also President of a State Association. B is hit by Conflict of Interest.

Illustrations 3: C is the Vice President of the BCCI. He is also President of a State Association and member of a Standing Committee. C is hit by Conflict of Interest.

Illustration 4: D is a Selector. He is also coach of an IPL franchisee. D is hit by Conflict of Interest.

(iii) Commercial conflicts: When the individual enters into endorsement contracts or other professional engagements with third parties, the discharge of which would compromise the individual's primary obligation to the game or allow for a perception that the purity of the game stands compromised.

Illustration 1: A runs a cricket academy. He is appointed as a selector. A is hit by Conflict of Interest.

Illustration 2: B is a BCCI commentator. He also runs a sports management company which contracts members of the team. B is hit by Conflict of Interest.

Illustration 3: C is a selector. He is contracted to write a column on a tour that the national team is on. C is hit by Conflict of Interest.

Illustration 4: D is a team captain. He is also co-owner of a sports management agency which is contracted to manage other team members. D is hit by Conflict of Interest.

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 2 of 4

Illustration 5: E is a member of the IPL Governing Council. He is engaged by a cricket broadcaster to act as an IPL commentator. E is hit by Conflict of Interest.

- (iv) Prior relationship : When the individual has a direct or indirect independent commercial engagement with the vendor or service provider in the past, which is now to be engaged by or on behalf of the BCCI, its Member, the IPL or the franchisee.

Illustration 1: A is President of the BCCI. Prior to his taking office, he has been engaged professionally for his services by a firm B. After A becomes President, B is appointed as the official consultants of the BCCI. A is hit by Conflict of Interest.

Illustration 2: B is the Secretary of a State Association. Prior to his election, he ran a firm C, specializing in electronic boundary hoardings. Upon becoming Secretary, the contract for the Association's stadium hoardings is granted to C. B is hit by Conflict of Interest.

Illustration 3: D is the Commissioner of the IPL. Before he came into this office, he used to engage E as his auditor for his business. After becoming Commissioner, E is appointed as auditor to the IPL. D is hit by Conflict of Interest.

Illustration 4: F is the Captain of an IPL team, and G is the team's manager. When F is made Captain of the national team, G is appointed as the national team's manager. F is hit by Conflict of Interest.

- (v) Position of influence: When the individual occupies a post that calls for decisions of governance, management or selection to be made, and where a friend, relative or close affiliate is in the zone of consideration or subject to such decision – making, control or management. Also when the individual holds any stake, voting rights or power to influence the decisions of the Franchisee/club/team that participates in the commercial league(s) under BCCI.

Illustration 1: A is a selector. His son is in the zone of consideration for selection. A is hit by Conflict of Interest.

Illustration 2: B is the Secretary of a State Association. He also runs a cricket academy in the State. B is hit by Conflict of Interest.

Illustration 3: C is an umpire. His daughter D is a member of a team which is playing a match in which C officiates. C is hit by Conflict of Interest.

Illustration 4: E is the President of a State Association and his company F owns 12 cricket clubs in the State from which probabilities are selected for the State team. E is hit by Conflict of Interest.

EXPLANATION: The Illustrations which refer to a President / Secretary / Vice President may be read as illustrations referring to any other Office Bearer, and also to the members of the Apex Council, the Governing Council and the Committees.

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 3 of 4

38 (3) : A Conflict of Interest may be either Tractable or Intractable:

(a) Tractable conflicts are those that are resolvable or permissible or excusable through recusal of the individual concerned and/or with full disclosure of the interest involved.

b) Intractable conflicts are those that cannot be resolved through disclosure and recusal, and would necessitate the removal of the individual from a post or position occupied so that the conflict can cease to exist.

Explanation: In Illustration 3 to Rule 38(1)(i), if the wife held 51% shares, the conflict will be treated as intractable. If the wife holds 3% shares, whether the conflict is tractable or intractable will have to be decided by the Ethics Officer on the facts of the case. If the wife holds only 100 shares out of 1 crore shares, a disclosure of the same may be sufficient.

38 (4) : It is clarified that no individual may occupy more than one of the following posts at a single point of time except where prescribed under these rules:

- (a) Player (current), (b) Selector/Member of cricket committee, (c) Team official, (d) Commentator, (e) Match official, (f) Administrator/Office-bearer, (g) Electoral officer, (h) Ombudsman & ethics officer, (i) Auditor, (j) Any person who is in governance, management or employment of a franchisee, (k) Member of a standing committee, (l) CEO and managers, (m) Office-bearer of a Member, (n) Service provider (legal, financial, etc.), (o) Contractual entity (broadcast, security, contractor, etc.), (p) Owner of a cricket academy

As far as incumbents are concerned, every disclosure mandated under sub-rule (3) may be made within 90 days of the effective date.

----- END -----

MPCA / Annexure to the Template of 'UNDERTAKING' / Pg. 4 of 4

ANNEXURE V

FINANCIAL BID

(To be put in a separate sealed cover marked 'FINANCIAL BID')

RFP FOR 'SERVICE CONTRACT' FOR HIRING SERVICES OF A HOUSEKEEPING AGENCY FOR 'SHIFT BASED' SERVICE FOR THE CAMPUS OF HOLKAR STADIUM, INDORE

1. Name of the Company/Agency (full address with Tel. No.)
2. Rates quoted (INR) per category of staff deployed for 8 (eight) hours duty per month with one weekly holiday to be decided by the Contracting Authority

S NO	Element	CHARGES (INR)	
		Housekeeping menial (for 8 hours shift)	Housekeeping Supervisor (for 1 hour per day)
1	Grade of staff (unskilled / semi-skilled / skilled)		
2	Min. Wage Rate (MWR) as per statute as on 1.10.2025 / 01.04.2026 (latest available rate)		
2.1	UNSKILLED		
2.2	SEMI SKILLED		
2.3	SKILLED		
3	Please quote the % over and above the MWR		
3.1	ESI		
3.2	EPF		
3.3	HRA		
3.4	WEEKLY OFF / NATIONAL HOLIDAYS		
3.5	UNIFORM CHARGES		
3.6	OTHER CHARGES (IF ANY) TO BE SPECIFIED		
3.7	SERVICE CHARGES OF THE AGENCY		

Notes:

1. Taxes shall be additional and shall be paid by the Contracting authority if applicable and demanded within the statutory limit.
2. The amount of Service Charge as computed on the date of awarding the contract shall remain same throughout the term of the contract (I.E. 4 YEARS). In other words, the change in MWR and its effect on other parameters shall not change the service charge. Further, the rates shall be revised if the MWR gets change and it shall be the responsibility of the offerer to submit the request in writing to MPCA.
3. During the term of the contract, if the Contracting Authority requires additional staff (i.e. in excess of routine requirement) upto 6 staff per shift, the same shall be provided by the agency on the above rates, irrespective whether deployed at Holkar Stadium or any other Ground at Indore.
4. During the term of the contract, if the Contracting Authority requires additional staff (i.e. in excess of routine requirement) more than 6 staff per shift, the same shall be negotiated with the agency on case to case basis.

This is to certify that I/We before signing this RFP have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Authorized signature and seal of the Offerer with Date