

Notice Inviting Tender

Competitive offer in two bid system is invited from parties/agencies interested in providing certified trainer to the Gym located at MMTC Housing Colony, Sri Aurbindo Marg, New Delhi. Gym equipments like Tread Mill, Cross Trainer, Recumbent Bike, Multi Gym, Multipurpose Bench, etc are available at the Gym. The terms & conditions of the tender are as under:

1. Agency should have a minimum 2/3 years experience in dealing with Gym activities and should have certified trainer, readily available with them. Agency shall have to provide the trainer within 2 days from the date of issue of order.
2. Physical fitness trainer should have certification from a reputed and accredited Institution. He should possess the required skill and must be conversant with the Gym equipment safety measures etc.
3. Agency to provide physical fitness trainer prepared to work in break-shift of 4 Hrs each in the morning & evening, 6 days in a week.
4. The Agency shall rotate the certified trainer every three months or early so that employees can share the experience of different trainers.
5. Agency should have valid service tax registration, required licence, PAN, etc.
6. Service tax payable, if any, shall be made against proof of valid service tax registration number and subject to submission of proof of service tax payment on quarterly basis.
7. Payment shall be released through e-mode only. The payment shall be made after completion of monthly service by the trainer, within 10 days on receipt of the bill. For the days of absence of trainer, deduction of payment on pro-rata basis shall be made.
8. If the certified trainer referred by the Agency leaves or stops working, free replacement forthwith shall be provided by the Agency, failing which MMTC has the option to make necessary arrangements including hiring of new trainer at the risk and cost of the Agency.
9. For any additions of Gym equipment, in future, no additional payment on account of providing training shall be given.
10. For providing the certified physical trainer, MMTC will make payment directly to Agency, limited to finalized amount only as mentioned in the agreement. Agency will be liable for any statutory payment payable to certified trainer and shall immune MMTC from any such present or future liability.
11. The offer shall remain valid for a period of 30 days from the date of opening of the tender.

12. The successful bidder shall have to execute an agreement with MMTC. The agreement shall remain valid initially for a period of one year with a provision of an extension/renewal for a period of another one year on mutually agreed terms & conditions. No escalation is permitted during the tenancy of the agreement.
13. Terms & Conditions of the tender will form the part of agreement.
14. Technical bid should include the following :
 - i. Copy of Service Tax Registration;
 - ii. Copy of PAN;
 - iii. Copy of Licence, if any;
 - iv. Company profile;
 - v. EMD amount (Refer Point 23);
 - vi. Signed copy of Terms & Conditions (Refer Point 22).
15. TDS and other taxes, if applicable, shall be deducted from the bills.
16. Agencies interested can obtain the tender free of cost from the office as mentioned at Sr. No. 17. The last date of issue of tender is 14/08/2014 (1200 Hrs.).
17. Parties may send their 'Technical' & 'Price' Bids in separate sealed cover put into another sealed envelop, super scribing "QUOTATION FOR FITNESS TRAINER" to reach latest by 1500 Hrs on 14/08/2014 at the following address:

The General Manager (E&A)
MMTC Limited,
Core-1, SCOPE Complex,
Lodhi Road, New Delhi – 110003.
- Quotation received after due date & time will not be considered.
18. Technical Bid will be opened on 14/08/2014 at 1600 Hrs by a Committee. Bidders may depute their representative at the time of opening the tender.
19. Price bid will be opened for those bidders who shall be found technically qualified.
20. Management reserves the right to accept or reject the offer / offers without assigning any reason.
21. Rate should be quoted in 'PRICE BID' (format enclosed) both in figure and words without any over writing.
22. All the pages of offer should be initialed and a copy of Terms & Conditions must be returned duly signed as a token of acceptance alongwith technical bid.
23. **EMD** : Bidders shall submit a sum of Rs. 10,000/- (Rupees Ten Thousand Only) through cheque/draft drawn in favour of MMTC Limited payable at New Delhi without which quotation will not be accepted. For unsuccessful bidders EMD shall be refunded without any interest. Failure on the part of

successful bidder to provide certified trainer within prescribed time limit shall amount to forfeiture of EMD.

24. **Security Deposit** : For successful bidder the EMD shall be retained as Security Deposit for the total period of validity of the agreement.
25. Agreement may be terminated by serving 30 days prior notice in writing by either side.
26. In case of any dispute arising out of the agreement executed, officer/person nominated by MMTC will be sole arbitrator.
27. Court of jurisdiction will be Delhi only.

(Vijay Kumar)
Sr. Manager(Estate)

No. MMTC/CO/Estate/953/2011-12

Date : 25/07/2014

PRICE BID

Sl. No.	Description	Period	Amt. Per Month (Rs.)	Total (Rs.)
1.	Providing certified physical fitness trainer for Gym facilities available at MMTC Housing Colony, Sri Aurbindo Marg, New Delhi - 110017	12 Months		

Amount in words _____

Signature/seal of the bidder

Date : _____

