



THE AIR FORCE SCHOOL
SUBROTO PARK, NEW DELHI - 110 010

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Ref. No. TAFS/216/BH/Adm

18 Mar 2025

LAUNDRY SERVICES : BOARDING HOUSE, THE AIR FORCE SCHOOL,
SUBROTO PARK, NEW DELHI 110 010

Dear Sirs,

1. The School is having a hostel with strength of around 20 boys from Classes VI to XII. Sealed Quotations are invited from the Agencies engaged in Laundry Services to provide Laundry Services to the hostel students for a period of One Year from **01 May 25 to 30 Apr 26**. However, the contract is extendable by another two years on yearly basis on mutual agreement & satisfactory performance.
2. The Terms and Conditions for the contract are placed at **Appendix – 'A'**. The specimen of undertaking from the vendors is placed at **Appendix – 'B'**. The commercial bid proforma is placed at **Appendix – 'C'**.
3. You are required to submit your sealed quotation along with Terms & Conditions and Undertaking by 1100 hrs on 03 Apr 25. The quotations will be opened at 1130 hrs on 03 Apr 25. Please superscribe the above mentioned title and date of opening of bids on the sealed cover to avoid the bid being declared invalid.

(Lomina Rajiv)
Principal

Encl: As stated

TERMS & CONDITIONS
LAUNDRY SERVICES FOR BOARDING HOUSE TAFS

1. Bidder must understand the volume of work/business before submission of his bids.
2. The rates to be quoted should be inclusive of delivery and other incidental charges etc. Taxes/Levies, if any, should be specifically indicated separately in the quotations.
3. The Tenderer should abide by the rules and regulations of The Air Force School, Subroto Park, New Delhi.
4. Contractor is solely responsible for handling the Laundry Services and cannot delegate or involve third parties.
5. All the expenses with regard to the execution of the Agreement on Stamp Paper of Rs.100/- shall be borne by the Contractor which shall be executed in Delhi.
6. The provision of appropriate manpower, material supplies required for performing the tasks/processes of the Laundry Services shall be borne by the Contractor and other necessary appliances required for completing the Job shall also be arranged by the Contractor.
7. The Contractor should ensure disinfection of the clothes before washing.
8. The Vendor shall employ Laundry Staff who are above the age of 18 years. The Contractor shall be fully responsible for any complaints regarding misbehavior or misconduct by their employees.
9. If the clothes/uniform get damaged or lost at any stage in the laundering process, the Contractor is liable for replacement of the damaged or lost clothes/uniform with new one of same quality and quantity. If the contractor fails to replace the damaged or lost clothes then penalty shall be charged at present value of clothes Plus Rs.200/-.
10. The successful firm shall have to undertake the job of washing of clothes only after getting written orders from the school.
11. The Contract may be terminated or revoked at the discretion of the Principal, TAFS, Subroto Park, New Delhi without assigning any reason by giving 30 days written Notice.
12. The school reserves the right to accept / reject any or all quotations without assigning any reason.
13. The Complete job of collection of students' school uniform & other civil dresses from the Boarding House & deliver the same will be that of Contractor. The contractor has to collect the clothes **weekly twice from the Boarding House on every Monday & Thursday and report to the Warden.**

14. The timing of collection and returning of clothes should be in the evening hours i.e. between 1500 hrs and 1700 hrs.
15. The Contractor shall have to return the washed clothes within three days from receipt of the clothes from the Boarders failing which Rs.200/- fine for first instance and Rs.500/- on subsequent instances shall be levied as penalty.
16. In case the Contractor fails to render services to the satisfaction of the students / school authority, the school shall be at liberty to get the work done by any other party or to enter into a fresh Contract for the remaining period at Contractor's risk and expenses.
17. The contractor has to maintain a register in specified format for collecting and returning the clothes. He has to obtain the signature of boarders while collecting the clothes for washing and returning the washed clothes.
18. The contractor has to obtain the counter signature of the Warden in the register every time after returning the washed clothes.
19. The payment will be made on the basis of attendance of the boarders. For the attendance of 15 days or more in a month full month payment will be made. In case of attendance are less than 15 days in a month, payment will be made on prorata basis.
20. If the Contractor breaches any of the Terms and Conditions outlined herein, the school authority shall have the right to terminate the Agreement immediately, without prejudice to any other rights. Additionally, the school authority shall be entitled to forfeit any due payments, if applicable.

UNDERTAKING
LAUNDRY SERVICES FOR BOARDING HOUSE TAFS

To
The Principal
The Air Force School
Subroto Park
New Delhi 110 010.

1. The undersigned hereby bind myself to enter into Laundry Services Contract for the boarders of The Air Force School, Subroto Park, New Delhi for a period of One Year on the Terms and Conditions as enclosed in this Tender Document.
2. I shall abide by the rules and regulations of the school.
3. I shall not engage any staff below the age of 18 years.
4. I shall not assign the present contract to any other person/firm.
5. In case I fail to render the services to the satisfaction of the school authority, they shall be at liberty to get the work done by the other party or to enter in to a fresh contract for the remaining period at my risk and expenses.
6. All the expenses with regard to the execution of the Agreement on stamp paper of Rs.100/- shall be borne by me.
7. In the event of any violation of terms and conditions mentioned in the agreement, the school authority shall be at liberty to terminate the Agreement forthwith and without prejudice to other rights.
8. The Complete job of collection of clothes and return supply of cleaned clothes to the students of Boarding House shall be carried out by me.
9. It is also certified that I have carefully read all Terms & Conditions detailed in the Tender document and I shall strictly follow the same.

Date:

Sign:

Name:

Address:

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Telephone No.:

LAUNDRY SERVICES : BOARDING HOUSE - TAFS

PRICE BID

Name of the Firm	
Name of the Proprietor / Partners	
Rate per student per month	Rs.....
Experience of Laundry Services	
Name of the Bank & Branch	
Bank A/c No.	
IFSC	
<p>Note: The payment will be made on the basis of attendance of the boarders. For the attendance of 15 days or more in a month full month payment will be made. In case of attendance are less than 15 days in a month, payment is to be made on prorata basis.</p>	

Signature

Name of the Proprietor

Address:

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Mobile No.....

E Mail:

PAN:.....

Date: