

**GOVT INSTITUTE OF MEDICAL SCIENCES ,  
KASNA , GREATER NOIDA**

**REQUEST FOR PROPOSAL  
FOR**

**OUTSOURCING OF  
HOSPITAL LAUNDRY SERVICES**

Bid OPENING DATE	09.02.2019
Bid Submission last Date	11.03.2019 till 05:00 PM
BID Opening Date	12.03.2019 at 11:00 AM
Tender fee	Rs. 1000/ plus GST 18%
EMD	Rs. 10,000-00 (Rupees Ten Thousands only)

**TENDER NOTICE**

Bids are invited by GOVT INSTITUTE OF MEDICAL SCIENCES, KASNA, GREATER NOIDA (hereinafter referred to as Institute) for the 'Outsourcing of Hospital Laundry Services'. The Institute Invites Bids in two parts (Technical & Financial Bid) for the 'Outsourcing of Hospital Laundry Services'. Detailed advertisement and tender documents can be downloaded from portal [www.gims.ac.in](http://www.gims.ac.in)

DIRECTOR GIMS

## **Terms and Conditions**

### **1. Eligibility of Tenderers:**

**GOVT INSTITUTE OF MEDICAL SCIENCES , KASNA , GREATER NOIDA(MP) invites sealed tenders in two parts (Technical Bid and Financial Bid) for the 'Outsourcing of Hospital Laundry Services' in the Institute as per the details given as under :-**

The tenderer should have:

- (a) The Tenderer should have THREE years' experience in operation of Mechanized Laundry services in a 300 bedded Government or Private Hospital.
- (b) The turnover of tenderer should be Rs. 10 Lacs per annum in last 02 years out of 03 preceding years in related work.

### **2. INSTRUCTIONS TO TENDERER**

- (a) Tender Forms not accompanied by TENDER FEE, EMD **and** Technical Bid shall summarily be rejected, and technical evaluation of such Tenders will not be done.
- (b) Director reserves the right to cancel or reject in full or in part of all tenders received without assigning any reason in lieu thereof.
- (c) The tenderers submitting their tenders would be deemed to have read and accepted all the terms and conditions of tender. No verbal or written enquiries shall be entertained in respect of acceptance or rejection of the tenderer.
- (d) The Technical Bids would be opened at the date, time and place given in Tender Notice. All the tenderers or their authorized representatives are advised to attend the opening of Technical bids. In case of holiday, the same will be opened on the next working day at the same time and place.
- (e) Subletting of contract shall be strictly prohibited.
- (f) Tenderers should furnish the balance sheets for three financial years duly certified by the Chartered accountant showing turnover of the laundry business as stipulated in the tender document.

### **3. TENDER/BIDS SHALL BE REJECTED IF: -**

- (a) Any tender/ bid received after the prescribed date and time as given in the Notice Inviting Tender.
- (b) Tenderer fails to enclose Tender Fee.
- (c) Tenderer fails to enclose EMD with Technical Bid.
- (d) Tenderers fail to submit their bids on the format prescribed in the Tender

- documents.
- (e) Authenticity of any of the supporting document is found to be fabricated.
  - (f) Tenderers try to influence any official of the Institute in any manner.
  - (g) Tenderer fails to submit the required information/ document along with the tender as per the terms and condition of this Tender Documents.
  - (h) Tenderer fails to put signature and seal on each page of Technical Bid and Financial Bid.
  - (i) Tender is found to be incomplete in any respect or sent in unsealed envelope.
  - (j) Tender is found to be conditional.

## **Section II**

### **GENERAL TERMS AND CONDITIONS FOR SERVICE PROVIDER AND PERFORMANCE INDICATOR**

#### **1. SERVICE PROVIDER DELIVERABLES AND RESPONSIBILITIES.**

- (a) The Service provider shall be liable to provide the Services as provided in **Section- III** and as specified by the authorized officer of the institute from time to time.
- (b) The Service provider shall be responsible for providing Services in the designated area in the day throughout the year and in the night if need be. A list in this regard is given in **Section- III**.
- (c) The Services shall be provided through qualified and experienced personnel.
- (d) The Service provider shall provide details of personnel through which the Services will be rendered by Service provider to the Institute or committee identified by Institute, and keep such details up-to date.
- (e) The Service provider shall issue identity card to its employees, carrying the following particulars;
  - I. Name of the company/ firm/ Society of the Service provider and its monogram (if any).
  - II. Name of the employee in bold capital letters.
  - III. Designation of the employee
  - IV. Mobile No. of the company/ firm/ Society of the Service provider
  - V. And such other particulars as may be directed by the Institute in writing from time to time.
- (f) All personnel deployed for the Services shall wear the dress specified by the Institute from time to time.
- (g) The Service provider shall ensure uninterrupted Services by taking care of absenteeism of human resource through a pre-conceived backup plan and standby human resource to avoid any disruption to the Services.
- (h) The Service provider shall be liable to discharge such other duties, which in the opinion of the Institute are within the SCOPE OF WORK of the Service provider, and

the Service provider shall carry out such duties with due diligence and care.

- (i) The Service provider shall be liable to provide speedy and competent Services as per following performance benchmark and shall also be liable to deploy the required number of personnel to this effect.

**2. Performance indicator/ Bench Mark:**

Performance will be judged on following parameters:

- (a) Status and quality of task performed,
- (b) Number of breakdowns in the Services.
- (c) Inter-personnel and behavioral problem observed.
- (d) Undesirable actions observed which may cause or may have caused financial and image loss to the Institute.
- (e) Punctuality of personal deployed to provide services.

**3. HUMAN RESOURCES AND COMPLIANCE OF LABOUR STATUES:**

- (a) The Service provider shall post suitable and experienced personnel for carrying out its obligations under the Contract/ Agreement.
- (b) The Service provider shall take guarantee of the character of the human resource deployed and shall ensure deployment of only such persons against whom there is no criminal case pending nor has he ever been convicted and carried unblemished character.
- (c) The Service provider shall abide by the provisions of Minimum Wages Act, 1948 and all other relevant and applicable statutory labour and other laws, rules and regulations as applicable in the State of Uttar Pradesh, India.
- (d) The Service provider shall comply with regulation of any statutory authority on any obligation imposed upon him by the authorities or applicable under any law as a result of establishing and running the Services. The Service provider shall indemnify the Institute and its officers/ employees from any claim or consequences/ damages for any lapse or noncompliance thereof. The Service provider shall be liable to be dealt suitably in the event of infringement of any law. Any liability arising on the Institute as principal employer shall be recovered from the security deposit.
- (e) Service provider shall be fully responsible for any accident or mishap involving personnel engaged by him and any claim made in this behalf will be paid by the Service provider. The Service provider shall indemnify the Institute from any claims arising out of accidents or mishaps, disabilities of any nature or death, or arising out of provisions under law or of any other nature in respect of all workers engaged by Service provider. The Service provider will make full arrangement for safety and security of all such staff.
- (f) The Service provider shall be responsible for the conduct of his personnel and in case of any complaint against any staff, the Service provider shall be under obligation to suitably punish such personnel, and to deal with him in such other manner as may be in the interest of the Services when informed about such complaint, orally or in writing, by the Institute.

- (g) The Service Provider shall abide by and comply with all the laws and shall be responsible for any prosecution or liability arising from breach of any of those laws. The Institute shall not be held accountable and responsible on this head with regard to staff on the rolls of the Service Provider whatsoever,

**4. DAMAGES TO PERSON & PROPERTY:**

- (a) The Service Provider shall indemnify the Institute at all times against all claims for compensation, or otherwise, under the provision of any law for the time being in force or in respect of any third party claim in carrying out the contract.
- (b) If in the running of the contract any damage is caused by the Service Provider or personnel deployed by it, to any person or property of the Institute, the Service Provider shall be liable for the same and indemnify the Institute for all such damages, Service Provider shall also render all assistance and cooperation to the Institute in any inquiry thereon.
- (c) In the event of any lapse, omission, negligence, fraud etc. on the part of the Service Provider or any of its personnel deployed, resulting in any loss to the Institute, the Service Provider shall be responsible to indemnify and made good the loss and damage to the Institute. Institute will be at liberty to recover such losses from the Service Provider.

**5. Miscellaneous Liability/ Responsibility:**

- (a) The Service Provider shall not divulge any confidential information and shall ensure that he has adequate permission / license of the Institute to enter the premises only for the purpose of carrying out the contractual obligations and not for any other reasons or purpose. Such permission / license accorded to the Service Provider would be valid only during the subsistence of the contract and such license/ permission shall not be construed to confirm any right on the Service Provider or to its personnel.
- (b) Any financial liability arising to the Institute under the contract shall be recovered from the security money of the Service Provider.
- (c) The Service provider and their staff/ personnel shall abide by the general instructions/ directions / orders of the Institute in force or issued from time-to-time by the competent authority of the Institute.
- (d) The Service Provider on the direction of Institute will be under obligation to change any personnel deployed immediately.
- (e) The Dean, Superintendent or any officer authorized by the Institute may review or ascertain and enforce due and proper observance of the laws and rules and regulations. The officer so authorized by the Institute or the Director of Institute may investigate into any complaint regarding default in terms and conditions of contract committed by the Service Provider.

**6. CONTROL & SUPERVISION OF SERVICE PROVIDER PERSONNEL**

- (a) The Service provider shall agree that the tenderer in person or through the supervisors shall supervise and control the working of all the personnel engaged by him for the purpose of carrying out the obligations under the contract and shall be fully responsible for maintaining discipline, peace, good behavior, appearance of its personnel deployed in the Institute's premises.
- (b) In the event of the work carried out by the Service provider or its personnel is not found satisfactory, the Service provider upon advice from the Institute shall immediately take necessary steps so as to provide prompt and effective Services, as per agreed terms.

**7. VALIDITY OF TENDER: -**

The initial validity of the offer is 180 days from the date of opening of the Technical Bid. In case the tenderer does not agree to extend the validity period of "Offer", his EMD may be returned by the GIMS.

**8. COMMENCEMENT OF WORK: -**

The Service Provider shall start the work within Fifteen days from the date of signing of the Agreement. In case it is found that the work has not been taken up within 07 days from the date of signing the Agreement, the Institute at its sole discretion may cancel the same and forfeit the Security Deposit.

**9. Period of contract and its renewal:**

- (a) In the first instance, the contract would be for a period of one year. Thereafter, the contract shall be renewed for further periods of two year each, on the request of the contractor, made in writing at least three months before the date of expiry of the initial first period of contract, or the subsequent yearly renewed period of contract, as the case may be, and upon receipt of satisfactory performance report, on such request.
- (b) Each renewal of contract shall be made on the same terms and conditions on which the initial agreement shall be entered into.
- (c) Subject to other conditions of the contract, the minimum period for the running of the contract is 6 Months , during which the Service Provider cannot withdraw from its obligations under the contract.
- (d) In all circumstances and eventualities, whether arising out on expiry of the period of contract or its non-renewal or termination or withdrawal, the Service Provider shall have to continue the work on the same terms & conditions as are contained in the Contract till such time that a new or alternate arrangement is made by the Institute.

#### **10. TAXES AND DUTIES: -**

- (a) TDS like GST, Turnover tax, Income tax etc. and other statutory levies, as applicable from time to time will be deducted from the bills of the Service provider.
- (b) GST levied by the Central Government and specifically asked in price bid, shall be paid on actual by the Institute as admissible under the contract subject to the production of documentary evidence for the same by the Successful Tenderer.

#### **11. Security Deposit:**

- (a) The Service Provider shall submit Security Deposit of the amount stated hereinabove, having validity of 12 months. The Service Provider shall ensure the extension of its validity, if the contract is extended.
- (b) The Security Deposit may be made in the form of Bank Guarantee of any Scheduled Bank, in favour of 'Director GIMS'
- (c) The Security Deposit shall be released, or refunded, as the case may be, only upon expiry of a period of 6 (Six) months after the expiry of the contract or its termination, as the case may be, after adjustment of all dues of the Institute or damages of any kind, if any. The Institute shall be entitled to adjust any and every dues amount from the said Security Deposit.
- (d) The Security Deposit would also stand forfeited, in its entirety, in case the Service Provider refuses or fails to provide Service during the "Period of contract".

#### **12. NOTICE PERIOD FOR WITHDRAWAL FROM CONTRACT: -**

- (a) Neither party shall be entitled to withdraw from the contract during initial period of 06 months.
- (b) After expiry of the initial period of one year, either party shall be entitled to withdraw from the contract after serving three-month notice in writing to the other party in this behalf.
- (c) Notwithstanding any other provision contained herein, in all cases of withdrawal from contract or termination of contract under clause 14, the Service provider shall have to continue the work on the same terms and conditions as are contained the Contract/ Agreement till an alternative arrangement is made by the Institute. In the event of failure to observe this condition, the entire Security Deposit, as also any and all other dues, lying with the Institute, would stand forfeited.

#### **TERMINATION OF AGREEMENT:**

After giving 30 days' notice for opportunity of being heard to the Service Provider in a summary proceeding, the Institute may terminate the contract in the event of: -

- (d) Breach of any of the terms and conditions of the contract.
- (e) Non-performance or unsatisfactory performance by the Service Provider.
- (f) Any document or information furnished by the Service Provider, either before the signing of the contract or during the subsistence thereof, being found to be forged, fabricated or materially incorrect.
- (g) Service provider failing to maintain adequate record of its activities or refusal to permit access thereof to the Institute.
- (h) The Service Provider submitting to the Institute materially false or incorrect reports.
- (i) Interference, in any form, during any inspections by an inspector nominated by the Director of the Institute.
- (j) The Service Provider fails to observe agreed Service standards or fails to provide Services in conformity with Institute; instructions or procedures or protocol.
- (k) The presentations and declarations made by the Service Provider before entering into the contract with regards to its performance of Services, functions etc., are found to be false and misleading.

### **13. ASSIGNMENT -**

Successful Tenderer shall have no right to assign, transfer or sublet the Contract arising out of this Tender,

### **14. ACTS OF GOD & OTHERS -**

Neither party of the tender/ contract shall be responsible for any delay in performance of any terms and conditions hereunder to the extent delay is caused by fire, explosion, war or act of God.

### **15. Settlement of Dispute & Law:**

- (a) The laws of India shall apply to this tender/ contract.
- (b) The courts at Jabalpur shall have exclusive jurisdiction in all matters arising out of this tender/ contract.
- (c) In the event of any dispute or difference between the parties relating to or concerning the interpretation of the contract or any alleged breach thereof or any matter relating to the contract, the same shall be settled by the parties, as far as possible, by mutual discussions and consultation between themselves. The dispute shall be so settled whether the same has arisen during the subsistence of the contract or thereafter.
- (d) No party shall be allowed to be represented by a lawyer during any investigation, enquiry, appeal or any other proceeding at the Institute.



**16. SPECIAL CONDITION: -**

Notwithstanding anything contained in this Tender Document, Special Terms and Conditions mentioned in Section-III shall prevail over the General Terms and Conditions mentioned in Section--I & II of this Tender Document.

**17. STAMP DUTY: -**

Stamp duty, leviable on Agreement shall be borne by the Successful Tenderer.

**SECTION- (III)**

**SPECIAL TERMS AND CONDITION SCOPE OF WORK AND PERFORMANCE INDICATOR FOR HOSPITAL LAUNDRY SERVICES**

1. The successful tenderer will furnish the name and addresses of the staff engaged by him within one week from commencement of work. The successful tenderer will also issue identity cards to his worker. His workers shall always keep the Identity card while at work & produce the same on demand.
2. The successful tenderer will get the medical examination of his staff done at the start of agreement and thereafter every six months.
3. The successful tenderer shall provide uniform to his workers/ staff within one month from start of tender agreement. The workers shall be in uniform at the time of delivery & collection of linen from any area of institute,
4. The successful tenderer or his authorized representative shall daily report to Medical Superintendent and take instruction's if any, from him every day for the work on a book or register maintained by the successful tenderer exclusively for this purpose which will be produced before authorities of the Institute as and when required.
5. The successful tenderer or his representative will approach to Medical Superintendent for any help or any difficulty in Laundry work. Routine notices and instruction will be given by him.
6. The successful tenderer or his representatives will all the time be available in the Laundry during the course of work.
7. The successful tenderer will collect the dirty linen daily in the morning from all the Wards, ICU, ICCU, Operation Theatre, Paying Ward in the morning & evening shift. The linen after stain free washing, ironing, folding, mending (if required) will be returned back by the successful tenderer or his worker to the respective areas next morning. However, in case of any emergency, he may have to deliver the washed linen even on the same day.
8. Expenses for collection/delivery of soiled/washed linen will be borne by the successful tenderer.

9. **PAYMENT-** Payment shall be released against submission of monthly bills in duplicate by the Successful Tenderer for satisfactory performance of work, which shall be certified by the officer designated by the Institute for the said purpose.

**10. PENALTY CLAUSE**

- a. In the event of the successful tenderer failing to collect dirty clothes or to supply the clothes duly washed, or to carry out related jobs on any day as per the tender condition, the Institute shall have recourse to make an alternative arrangement for them and double the amount spent on that account will be recovered by the Institute from the security deposit or any other deposits of the successful tenderer with the Institute and the successful tenderer will have to make up those deficiencies in those deposits within a fortnight failing which the same will be deducted from his pending or subsequent bills.
- b. In case of failure of more than a day, Recovery of penalty as mentioned in clause 15(a) above shall be continued to be imposed up to seven days consecutively; thereafter the contract shall be liable to be summarily terminated by the Institute,
- c. If there is a complaint regarding wash quality from any user department of the hospital, penalty double the rates quoted in the Financial Bid shall be imposed for entire wash not executed fully on that day from that particular department/ ward etc. This amount will be recovered from the monthly bills/ security deposit or other deposits or from pending or subsequent bills. In case of recovery from security deposit or any other deposits of successful tenderer with the Institute, the successful tenderer will have to make up those deficiencies in those deposits within a fortnight failing which the same will be deducted from his pending or subsequent bills.
11. A fine to a maximum of 10% of the monthly bill may also be imposed on the successful tenderer by the Institute in respect of breach of any terms of the tender besides penalty clause- 16. The successful tenderer shall compensate the Institute for any liability, which may fall on the Institute on account of breach of any statutory obligations by the successful tenderer or his employees.
12. The Institute will not accept responsibility for any debts incurred by the successful tenderer while dealing with the employees of the Institute, However, if any employee suffers as a result of negligence on the part of the successful tenderer or his employees all liabilities for damages, cost charges, expenses in that regard shall lie with the successful tenderer.
13. Infected linen shall be processed separately.
14. All the clothes will be washed and cleaned stain free. The standard of wash and cleanliness will be high. All the clothes irrespective of their size will be folded and ironed.
15. The clothes required to be washed will be mostly cotton or terry cot. The linen items have been mainly categorized. The woolen item is blanket only. The detail of items to be washed in each category is given in annexure—iii (Scope of work).
16. White clothes and bed sheets will be specially washed so that they are actually white of acceptable standard. White linen will not be washed with colored linen. Linen found not properly cleaned and washed, will be recycled at the cost of the

successful tenderer. For coloured clothes due care will be taken in the washing process so that their colour does not fade.

17. The linen will be washed with care to avoid undue wear and tear, Unfair wear and tear during laundry process or loss of linen in the laundry or in transit will be compensated by the successful tenderer as per cost price to its full value. It will be recovered from the security deposit or other deposits or from pending or subsequent bills of tenderer.
18. The successful Tenderer will have a tailor who will be the staff of the successful tenderer to repair the torn linen before issue and he/ she will work daily in the Laundry.
19. The machine operators shall be provided with rubber/ plastic aprons & gloves protective gear by the successful tenderer.
20. The rates for complete washing process of hospital linen item should be quoted for the items in price bid. The rates quoted should include all incidental expenses and all applicable taxes.
21. Present bed strength of Hospital is about 300 bed and Institute may activate additional beds from time to time. The average occupancy is about 60
22. Technical bid will contain the credentials of laundry tenderer. The successful tenderer should submit the details of three years of Laundry work undertaken in last five years with quantity and turn over and name of organization etc. on a separate sheet. The tenderer must provide the following additional information with the technical bid.
  - a) Experience in running modern mechanized laundry.
  - b) Experience in hospital laundry work as stated in the document.
  - c) List of existing clients of tenderer and period of experience with each client.
  - d) Existing premises of tenderer and details of equipment available.
  - e) Any other information.
23. The performance of the tenderer will be evaluated on quarterly basis as per the Performance indicators given at para-3, section-II of the tender document in the following Performa.
  - a) Name of Contractor
  - b) Objective of Contract -To provide clean, stain free washed and ironed linen to all the patient care areas of the hospital,
  - c) Scope of Contract (Brief)

The contractor has to carry out laundry services for the Institute. Keep the laundry and its fixtures in good and clean condition. All the laundry equipment, their maintenance, manpower and chemicals, reagents and other material for laundry services within the scope of this contract is the responsibility of contractor. He has to collect the dirty linen twice daily from wards, ICU, ICCU, Paying Wards and OT. Washed linen has to be stain free, folded, ironed, mended and returned to respective areas within 24 hours. He has to provide uniform to his workers.
  - d) Period of evaluation: Quarterly

## SECTION-IV

### TECHNICAL BID-PART – A

S.No.	Particulars	Details	Page No.
1	Name of Firm/ Proprietorship/ Partnership/ Private Limited Company/ Society (Enclose relevant document)		
2	Name of Proprietor / Partner/ Director/ Chairman		
3	Name and address of the person legally authorized to sign the agreement in case of partnership firm/ Company/ Society.		
4	Permanent Address:		
5	Telephone and mobile No. (Head and branch Office)		
6	Local Address Email id: Website :-		
8	Name and mailing address of Proprietor/ partners/ Director/ Chairman of the society/ corporation/ firm/ company with their telephone and mobile nos.		
7	Proof of experience, as stated hereinabove. (Enclose copy of certificate issued from concerned organization/ Institute)		
8	<b>Details of tender fee</b>		
9	Detail of Earnest Money Deposit Bank Draft No. Date of issue Bank's Name and branch: <b>Amount:</b>		
10	Registration Certificate of Service Tax.		
11	Registration of Trade Tax.		
12	Registration Certificate of EPF (enclose copy), if applicable.		
13	The annual turnover of tenderer should be average Rs. five lacs per annum of last three years		
14	Tenderers should furnish the balance sheets for three financial years in last five years, duly certified by the chartered accountant showing turnover of the business as stipulated in the tender document. (Enclosed in		

	separate sheet).		
<b>15</b>	An affidavit duly certified by a Notary that the firm / company/ Society have never been blacklisted.		
<b>16</b>	An affidavit duly certified by a Notary that there is no ongoing Criminal case / vigilance enquiry/ Labour disputes against the Society/ Chairman of & Society/ firm/ Partners/ proprietor/ Director of the company and he/ she has never been convicted or punished by any Hon'ble Court of Law.		
<b>17</b>	Copy of resolution is submitted for authorization of signatory to sign the tender along with name and designation.		
<b>18</b>	Names and addresses of two persons of standing who can vouch for the credentials of the tenderer & stand surety		
<b>19</b>	Name and address of organization where satisfactory services were rendered. Enclose satisfactory performance and completion certificate issued by Head / authorized signatory of the organization.		
<b>20</b>	Details of all enclosures on notarized affidavit,		
<b>21</b>	Total No. of Pages of Tender Documents, annexure and enclosures.		

**Technical Bid Part — A**

**Affidavit**

**Annexure — I**

I ..... s/o ..... resident of  
.....Owner/Partner/Proprietor/ Director of  
M/s.....having its registered office at .....

do hereby solemnly affirm and declare the following:

- a) That our Firm/ organization/ company namely M/S -  
.....has never been black listed by  
any of our clients or by any government department.
- b) That there is no ongoing criminal case / vigilance enquiry / labour  
dispute against the firm/ organization/ company or its owners/  
partners/ proprietors/ directors and he/ she has never been convicted  
by any Hon'ble Court of law.
- c) That the bidder does not have any relation with the person authorized  
to evaluate technically or involved in finalizing the tender.

**Deponent**

**Verification**

Verified at .....on the..... date ..... that  
the contents of the above affidavit are true and correct to the best of my  
knowledge and belief.

**Deponent**

**Annexure-II**

**SELF DECLARATION FOR LOWEST RATE**

**(on Rs 10.00 Non-judicial Stamp paper)**

I ..... s/o ..... resident of  
.....Owner/Partner/ Proprietor / Director of  
M/s..... having its registered office at  
..... do hereby certify that the rates quoted in the Tender No.  
\_\_\_\_\_ is the lowest rates  
quoted to any Government Institute / Hospital (State / Central) in India.

Authorized Signatory  
Designation  
Seal

Date :

Place :

**SCOPE OF WORK**

SE R. NO	DESCRIPTION OF MATERIAL TO BE WASHED	QUANTITY IN KGS	RATE QUOTED
1	Bed sheet/Linen	350-400 kgs Per Month	
2	Patient Dress	350-400 kgs Per Month	
3	Blankets	350-400 kgs Per Month	
4	OT Dresses	120-150 kgs Per Month	
5	OT Rubber sheets/ Cut Sheets	50-60 kgs Per Month	
6	Curtain Large/Medium/Small	120-150 kgs Per Month	
7.	Miscellaneous items(Mattress Cover, Screen Curtains and other linen items)	180-200 kgs Per Month	

**Note:** - The scope of work mentioned above is tentative. The quantity of linen for wash may increase or decrease depending upon the hospital requirement. The tenderer cannot claim his right for the quantity of linen for wash as stated in the Financial Bid as it is dependent on the bed occupancy of the Hospital and present occupancy rate is about 75%.