

**Sub: Rate Contract for Washing / Dry Cleaning of Office Clothes of BHEL House, Siri Fort, AGVC Township & Joy Tower, Noida: Approval for extending Bid Submission time**

1. An indent vide [note #1](#) dated 18-05-2022 has been received to finalize a Rate Contract for Washing / Dry Cleaning of Office Clothes of BHEL House, Siri Fort, AGVC Township & Joy Tower, Noida for a period of 02 years duly approved by competent authority.
2. Competent authority vide [note #4](#) accorded their approval for the following.
  - a. To float open tender enquiry (NIT) for finalizing Rate Contract for Washing / Dry Cleaning of Office Clothes of BHEL House, Siri Fort, AGVC Township & Joy Tower, Noida.
  - b. To opt for “Reverse Auction (RA)” as the process for the finalization of tender.
  - c. To float the NIT through non-GeM mode by hosting the tender on CPP Portal & BHEL Website.
  - d. Shortening of notice period to 14 days.
  - e. To utilize Standing Committee-1.
3. In line with the above approvals, the open tender enquiry has been floated on BHEL website & CPP portal with the bid submission time of 14 days which is due on 06.07.2022 at 03:00 PM. Further, for maximum participation the prospective bidders have been informed via email to participate in the tender.
4. Some of the prospective bidders have informed telephonically that they require more time to fill the tender and requested to extend the bid submission time.
5. In view of the above, it is proposed to extend the bid submission time by 07 days i.e. 13.07.2022 by 03:00 PM.

*{As per Works Policy Chapter-I, clause no 9.2, extension of bid submission time requires approval of authority competent to invite the tender. Hence, it requires approval of Manager. Since the proposal is being initiated by Manager, This may be approved be next level in the hierarchy i.e. Sr. Manager (HR-GAX & ISMG)}*

Submitted for kind approvals as proposed above.

Vikrant Kumar  
Manager (HR-GAX & ISMG)

Sr. Manager (HR-GAX & ISMG)  
{For approval}

06/07/2022 11:38 AM

Note # 25  
अनुमोदित।

विक्रान्त कुमार | **Vikrant Kumar**  
(प्रबंधक | **MANAGER**)

06/07/2022 11:39 AM

हबीबुल रहमान | **Habibul Rehman**  
(वरिष्ठ प्रबंधक | **SM**)