



MINUTES OF MEETING OF LAUNDRY SERVICES COMMITTEE HELD ON 11-08-2016.

The Committee met on 11-8-2016 in the chamber of Dr. V.K. Jain, Convener of the Committee to finalize guide-lines for preparing EOI for Laundry Services (DRY CLEANERS CUM DRESS IRONING). After discussion in details, the committee recommends the following.

- (i) EOI may be prepared to empanel the firms/ individual for providing laundry services to the Institute as and when required.
- (ii) At least six firms/ individuals may be empaneled for the purpose. After empanelment. Three firms/ individuals may be asked to start for providing the services to the Institute.
- (iii) The space for ironing may also be provided to firm/ individual, if possible on rent basis @ Rs.200/- per month plus electricity charges if any on actual basis, on request of service providers.
- (iv) The applicant/ firm may be asked regarding character & antecedent report from the concerned police station also a condition may also be included in EOI.

The meeting ended with thanks to the Chair.

  
(Ashok Kumar)

  
(Biswajeet Mukherjee)

  
(Vinod Kumar Jain)

Approved/ Not Approved

Director