

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, KOPPAL

TENDER NOTIFICATION NO-1/2018

Dated 12 .06 .2018

For providing sanitation services/manpower for Sanitation and Gardening services at Court Complex, Koppal, Gangavathi, Yelburga and Kushtagi by way of Outsource.

Sealed tenders are invited by the undersigned from the intending registered Sanitation and Gardening Services Providers/Man Power Agencies for providing sanitation services at Court Complex, Koppal, Gangavathi, Yelburga and Kushtagi by way of Outsource.

Last date for submitting the tender quotations is 27.06 .2018 till 5 p.m.

Terms and Conditions:

1. The tenderer offering services shall have at least three years experience in providing such service/manpower to reputed organizations.
2. The tenders are called for providing Sanitation and Gardening Service at Court Complex, Koppal, Gangavathi, Yelburga and Kushtagi. The tenderer shall submit the quote in the prescribed format only. The tender accepting authority reserves the right either to accept or reject sanitation services proposal with consumables or without consumables or Both.
3. The tenderer shall enclose EMD of Rs. 10000 by way of Demand Draft drawn in favour of District & Sessions Judge, Koppal.
4. The tenderer shall produce PF and ESI license.
5. The sanitation services shall include both basic cleaning and deep cleaning- Ex., cleaning the floors with brooms, wet wash, mopping the floors, removing the dust from the office fixtures, wash rooms cleaning, cleaning of floors of offices, chambers, court halls, open areas, steps, lifts, cleaning of all Toilets and Urinals in the Court Complex and all the areas of the court complex to keep it in neat and hygienic condition by usage of eco friendly and safe consumables. Any other activity to make the Court Complex clean and hygienic all the times.

The Gardening services shall include both basic cleaning and deep cleaning of the Garden, removal of fallen leaves etc. Watering of all the plants and maintaining Greenery in all aspects in the court complex to keep it in neat and hygienic condition by usage of eco friendly and safe consumables. Any other activity to make the Garden of the Court Complex clean and hygienic all the times.

6. The tenderer shall produce the registration certificate under Shops and Establishments Act, Minimum Wages Act and other related Acts and Regulations.
7. The tenderer shall be registered with Labor Department, Government of Karnataka and all other statutory Agencies (If applicable).
8. The tenderer shall be registered with the GST (If applicable) and shall furnish the GSTN number allotted.
9. Complying with Labour Regulations etc., will be the responsibility of Tenderer.

10. The working hours will be from 9.00 A.M to 6.00 P.M. or 6.30 ~~PM~~^{PM} to 02.30 PM depending on the court working hours. In case of urgent requirements, they may have to extend the working hours.
11. The working days will be the Court Working Days. In case of urgent requirements, they may have to extend the working days.
12. Tenderer will have to provide the manpower with required uniform suitable for the job.
13. The contract will be for a period of Two Years or until further orders whichever is earlier. However the undersigned reserves the right to extend this contract. The extension will be considered only if the service rendered by the tenderer is satisfactory.
14. It shall be the responsibility of the Tenderer to provide better sanitation services. If the service provided by the Tenderer is found to be unsatisfactory, the contract is liable to be terminated with immediate effect. No claim is allowed in this matter.
15. It shall be the responsibility of the Tenderer to provide efficient and trustworthy service/personnel. If the performance/conduct of any personnel provided by the Tenderer is found to be unsatisfactory, such personnel shall be replaced within three days from the date of receipt of communication from this office.
16. The Tenderer should provide the personnel who are having required experience in the sanitation work.
17. If the tenderer desires to terminate the contract, he should give one month prior written notice to the undersigned.
18. It will be the responsibility of the Tenderer to ensure that their personnel provide proper sanitation services at the Court Complexes.
19. No request for advance payment will be considered. Payment will be made in the succeeding month by the concerned Courts.
20. The tenderer shall quote separate rates for salary, P.F., ESI, Service Charge & Service Tax/GST and other charges in figures and words.
21. The tenderer shall have to submit the statements for having paid taxes to the concerned Governments/Authorities (if applicable) at regular intervals.
22. All the persons who submit quotations are required to be present on **28 .06.2018** at 5-00 P.M. The best quote will be selected through negotiation and the same will be sent to Hon'ble High Court of Karnataka for approval.
23. The final quote will be accepted post the permission from Hon'ble High Court of Karnataka.
24. The undersigned reserves the right either to accept or to reject any application without assigning any reason.
25. The personnel provided by Tenderer to ensure the smooth handling of the equipments and also to ensure that no harm is done to the facilities and fixtures available in the wash rooms and in the Court Complex.
26. The personnel deployed in the Court Complex, Koppal, Gangavathi, Yelburga and Kushtagi will be required to maintain devotion to duty. Persons with integrity to be deployed. Professional competence will not be compromised. The selection of the Tenderer will be made purely on past reputation, dependability and credibility. Merely quoting lowest rates will not

make any Tenderer an automatic choice for selection. The decision of the undersigned in selection of the Tenderer will be final **(subject to the approval by Hon'ble High Court of Karnataka)**.

27. Failure to comply with the terms and conditions entails rescinding of the contract.
28. Formal agreement will have to be executed before the commencement of the job by agreeing to the terms and conditions.
29. The interested persons can visit the Office of all the Court complexes in the district during the office working hours to see the area of sanitation and may take assistance of the concerned Court Sheristedar. Further they can visit District Court/Concerned Court Offices for any kind of clarifications regarding terms and conditions mentioned above. They can also visit to have a look at the area of work.

Encl: Tender Formats (2 Nos)

S. K. K. K.
12/06/18
PRL. DISTRICT AND SESSIONS JUDGE
KOPPAL.

Copy Forwarded with a request to display the same on their Notice Board for wide Publicity:

1. The Deputy Commissioner, Koppal.
2. The Chief Executive Officer, Zilla Panchayath, Koppal.
3. The Commissioner, CMC , Koppal .
4. The Executive Engineer, PWD, Koppal.
5. The Deputy Director, Department of Information and Broadcasting, Koppal.
6. The Tahasildar, Taluk Office, Koppal, Kushtagi, Yelburga, Gangavathi.
7. The Member Secretary, DLSA, Koppal.
8. Notice Board of the this Office and Concerned Courts Offices
9. Computer Section of this Office-for webhosting the copy on District Court Website <http://ecourts.gov.in/koppal/>
10. The Senior Civil Judge and CJM, Koppal,
11. The Senior Civil Judge & JMFC, Gangavath/Kushtagi/Yelburga.
12. The Civil Judge & JMFC, Yelburga.
13. The Prl.Civil Judge and JMFC, Koppal/ Gangavathi / Kushtagi
14. The Addl. Civil Judge & JMFC, Koppal/ Gangavathi / Kushtagi
15. The CAO, this Court.
16. The Sheristedar, Accounts Branch of this Court.

**Tender Format (Sanitation Services for Court Complex,
Koppal/Gangavathi/Kushtagi/Yelburga)**
(Use Separate format for each Taluka.)

Name of the Tenderer:
Organization/Agency Name:
Address of the Tenderer:
Contact Number:

Cost Estimate

For providing manpower (Full Time/Part Time) for sanitation services for Court Complex, Koppal .

Number of persons to be deployed:
Number of Supervisors to be deployed:

	SNO	Particulars	Units/No of Persons	Amount in Rs.
A	1	Basic Salary		
	2	P.F		
	3	ESI Service		
	4	Charge/Administrative Charges/Any other charge with details		
	5	GST (If Applicable)		
		Total Cost per Month		
B	1	Consumables Cost (Inclusive of all taxes)		
		Grand Total (A+B)		

Date:
Place:

Name & Signature of the Tenderer

**Tender Format (Gardening Services for Court Complex,
Koppal/Gangavathi/Kushtagi/Yelburga)**
(Use Separate format for each Taluka.)

Name of the Tenderer:
Organization/Agency Name:
Address of the Tenderer:
Contact Number:

Cost Estimate

For providing manpower (Full Time/Part Time) for sanitation services for Court Complex, Koppal .

Number of persons to be deployed:
Number of Supervisors to be deployed:

	SNO	Particulars	Units/No of Persons	Amount in Rs.
A	1	Basic Salary		
	2	P.F		
	3	ESI Service		
	4	Charge/Administrative Charges/Any other charge with details		
	5	GST (If Applicable)		
		Total Cost per Month		
B	1	Consumables Cost (Inclusive of all taxes)		
		Grand Total (A+B)		

Date:
Place:

Name & Signature of the Tenderer