

जीवाजी विश्वविद्यालय, ग्वालियर

क्रमांक/ एफ.जे.यू./यंत्रि/2016 / 280

दिनांक: -13 / 05 / 2016

टेंडर नोटिस

जीवाजी विश्वविद्यालय प्रशासन भवन एवं अन्य भवनों में सफाई कार्य हेतु भासकीय शिक्षण संस्थानों की सफाई कार्य के अनुभवी ठेकेदारों/ ऐजेंन्सीयों से सीलबंद निविदा आमंत्रित की जाती है।

टेंडर फार्मों की विस्तृत शर्तें रू. 2000/- जमा कर विश्वविद्यालय कार्यालय से दिनांक:- 14.06.2016 तक प्राप्त की जा सकती है।

विस्तृत शर्तों को विश्वविद्यालय की बेबसाइट WWW.JIWAJI.EDU से डाउनलोड किया जा सकता है।

कुलसचिव

JIWAJI UNIVERSITY, GWALIOR

S. No./FJU/Egg./2016/280

Dated:-13/05 /2016

-: TENDER NOTICE :-

Sealed tender are invited from contractor / agency who have sufficient experience in cleaning & sweeping of education / public building for the cleaning & sweeping of administration and other buildings, Blank tender documents can be had from the under signed up to 5:00 PM on dated:- 14.06.2016 after payment of tender cost Rs. 2000/-.

Details term& conditions can be downloaded from University Website:- WWW.JIWAJI.EDU.

Registrar

JIWAJI UNIVERSITY, GWALIOR

S. No./FJU/Egg./2016/280

Dated:- 13/05/2016

TENDER FORM

Name of work:- Sweeping and cleaning work of Different Building.
of the Jiwaji University.

Cost of tender Form:- Rs. 2000/- in from of D.D. in favour or Registrar,
Jiwaji University, Gwalior. (Non Refundable)

Earnest Money:- DD for Rs. 40,000/- in favour or Registrar,
Jiwaji University, Gwalior.

Last date of submission :- 15.06.2016 upto 5:00 P.M. by Regd/ Speed post.

Term & conditions:-

- 1- The contractor / Agency should have sufficient experience of similar type cleaning & sweeping work of educational/ office building not less than Rs.10 Lacks in a year within last two years.
- 2- The Contractor / Agency have PAN No. , EPF and ESI. Labour Ragistration from labour department.
- 3- The working hours of the university offices from 10:00 am to 6:00 pm Including holidays, the contractor / Agency clean the entire buildings before 10:00 am daily.
- 4- All required material like phenyls, floor cleaner, toilet cleaner, naphthalene ball, and glass cleaner and machinery etc. of good & approved quality shall be provided by the contractor / Agency. The sample of all cleaning material shall be approved by the university before starting the work.
- 5- All required cleaning tools for sweeping and cleaning of the building, gardens and roads shall be provided by the contractor/ Agency.
- 6- Mobs, wipers, Dustbin, Mugs, Bucket, Liquid shop dispenser, odonil, and electrical diffuser in all toilets and dustbin shall be provided by the contractor/ Agency.

- 7- The Contractor / Agency will provide following services.
 - A- Daily Three times floors cleaning with cleaning machine/ equipment.
 - B- Daily four times toilets floors and wall cleaning with phynel.
 - C- Weekly walls and cleaning of glasses of windows .
- 8- The Registrar of the University reserve the right to reject the Agreement at any time if the contractor/ Agency not properly doing sweeping and cleaning work.
- 9- The rate quoted by Contractor/ Agency including all labour, material, machinery and including all type taxes (Income Tax, Service Tax, EPF and ESI of labour).
- 10- Electric power supply shall be provided by the Jiwaji University, Gwalior but contractor/agency will bear the cost of installation of additional plug points, if required. Water required for the work will be supplied free of cost. The contractor will have to use his own' hosepipe of sufficient length for execution of the work. However, in case of any breakdown in water supply, Registrar Jiwaji University Gwalior is not liable to pay towards any loss incurred by the contactor on this account.
- 11- The contractor will have to abide by the labour laws in force. Any claims in this regard whatsoever will have to be borne by the contractor. Such labours engaged is the liability of the contractor and Jiwaji University bears no liability whatsoever on such engagement.
- 12- Name plate badges /Identity card and uniform duly authenticated by Registrar have to be prominently displayed by the labour. The cost of such incurrence should be borne by the contractor and no extra cost shall be paid by the University.
- 13- The Contractor will arrange all necessary equipments like trolleys, dustbins for collection and disposal of garbage and other cleaning equipments in addition to machineries and manpower required to carry out the work in proper manner at his own cost.
- 14- The Contractor has to keep their tools and plants in their own custody. Theft or any unusual occurrence will be the full responsibility of the contractor.

- 15- Regarding quality of cleanliness and imposition of penalty due to non execution of work wholly or in part, the Registrar decision would be final and binding on the contractor.
- 16- During inspections, if cleanliness not found satisfactory contractor is bound to carry out cleanliness activities immediately at his own cost.
- 17- The contractor has to ensure the payment of minimum wages as per provision contained in contractor labour (Regulation and Abolition) Act-1970 and Minimum wages Act, 1948.
- 18- The University reserves the right to reject any or all tender without assigning any reasons

The Contractor/ Agency are request to submit the proposal in two envelopes.

- I- Containing earnest money pan No., E.S.I. and E.P.F., registration copy, Labour Department registration copy, similar type work experience certificate and D.D. of tender from cost & earnest money.
- II- Envelopes containing price bid super scribes another envelopes and address to Registrar, Jiwaji University and mention the name of work and last date.

Registrar

Schedule of work

Sr.	Particulars	Unit	Rate Quoted by contractor/Agency
1.	Complete cleaning and sweeping of Entire Administration building, Extension of Administration Building, Store Building/ Strong Room roads and garden in and around the building I/c all required sweeping and cleaning materials and machinery complete. As per given in Detail Term & conditions	Each Month	
2.	Complete cleaning and sweeping of Entire Tourism Building, roads and garden in and Around the building roads, I/c all required sweeping and cleaning materials and machinery complete. As per given in Detail Term & conditions	Each Month	
3.	Complete cleaning and sweeping of Entire MBA Building, roads and garden in and Around the building roads, I/c all required sweeping and cleaning materials and machinery complete. As per given in Detail Term & conditions	Each Month	
4.	Complete cleaning and sweeping of Entire Distance Education Building, roads and garden in and Around the building roads, I/c all required sweeping and cleaning materials and machinery complete. As per given in Detail Term & conditions	Each Month	

5.	Complete cleaning and sweeping of Entire Aryabhata Boys Hostel and Around the Building, roads and garden in and Around the building roads, I/c all required sweeping and cleaning materials and machinery complete. As per given in Detail Term & conditions	Each Month	
6.	Complete cleaning and sweeping of Entire New Exam Building and Around the Building, roads and garden in and Around the building roads, I/c all required sweeping and cleaning materials and machinery complete. As per given in Detail Term & conditions	Each Month	
TOTAL			
7.	Providing manpower for sweeping and cleaning of any other Building for 4 hours including all materials required for sweeping and cleaning. As per given in Detail Term & conditions	Each Month (for daily 4 hours working)	

Note:- Above rate include all taxes (Income Tax, Service Tax, EPF/ESI) etc.
as applicable by govt. Rule

Signature of Agency /
Contractor with address
T.No.....
Mobile No.....