JIWAJI UNIVERSITY, GWALIOR

S. No./FJU/Egg./2012/155

Dated: 01/09/2012

TENDER NOTICE (Tender)

Sealed tender are invited from contractor / agency who have sufficient experience in cleaning & sweeping of education / public building for the cleaning & sweeping of administration building. Blank tender documents can be had from the undersigned up to 5:00 PM on dated 10-12-2012 after payment of tender cost Rs. 1000/- for further details, please contact the office of the undersigned.

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

Registrar
JIWAJI UNIVERSITY, GWALIOR

S. No./FJU/Egg./2012/155

Dated: 01/12/2012

TENDER FORM

Name of work:- Sweeping and cleaning work of Entire Administration building, Extension of Administration Building, Store Building, Around road, Garden etc. of the University.

Cost of tender Form:- Rs. 1000/- in from of D.D. in favour or Registrar, Jiwaji University, Gwalior.

Earnest Money:- DD for Rs. 10,000/- in favour or Registrar, Jiwaji University, Gwalior.

Last date of submission 11/12/2012 upto 5:00 P.M. by Regd/ Speed post.

Term & conditions:-

1- The contractor / Agency should have sufficient experince of similar type work of educational/ office building cleaning & sweeping.

2- The Contractor / Agency have pan no. EPF and ESI.

3- The working hours of office of the university is from 10:00 am to 6:00pm so the contractor / Agency clean the entire administration building before 10:00 am daily.

4- Agency will complete all sweeping and cleaning work of entire administration building, including extension of Administration building, around roads, Store Building and Infront of administration building garden before 10.00 am daily. After complete sweeping and cleaning at least 4 person remain present for sweeping and cleaning of the building till closing the offices of University.

5- All the material like phenyles, floor cleaner, toilet cleaner, naphthalene ball, and glass cleaner etc. of good & approved quality shall be provided by the contractor / Agency at their own cost. The sample of all cleaning material shall be approved by the university before starting the work.

6- All required cleaning tools required for sweeping and cleaning of the building, gardens and roads shall be provided by the contractor/ Agency.
7- Mobs, wipers, Dustbin, Mugs, Buket, Liquid shop dispenser, odonil, and electrical diffuser in all toilets, dustbin shall be provided by the contractor/Agency.

8- The Contractor / Agency will provide following services.
   A- Daily two times floors cleaning.
   B- Daily four times toilets floors and wall cleaning with phynel.
   C- Weekly walls Cleaning.
   D- Four Labour shall expend eight hours including one supervisor after cleaning of the building till closing of the office.

9- The Registrar of the University reserve the right to cancellation of contract/Agreement at any time if the contractor/Agency not properly doing sweeping and cleaning of building.

10- The rate quoted by Contractor/Agency including all labour material and including all type taxes (Income Tax, Service Tax, EPF and ESI of labour).

11- The University reserves the right to reject any or all tender with out assigning any resons.

    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 similar type work exeprience certificate and D.D. of tender from cost.
   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
## Rate Quoted as follows

<table>
<thead>
<tr>
<th>Sr.</th>
<th>Particulars</th>
<th>Rate</th>
<th>Rate quoted by contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>For cleaning and sweeping of Entire Administration building, Extension of Administration Building, Store Building, Around road, Garden etc. I/c all required sweeping and cleaning materials and machinery complete. (As per given in Detail)</td>
<td>Total per month</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Providing manpower for sweeping and cleaning any other Building for 4 hours including all materials / required for sweeping and cleaning.</td>
<td>Each (for 4 hours)</td>
<td></td>
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</tbody>
</table>

Note:- Above rate include all taxes EPF/ESI etc. as applicable by govt. Rule

Signature of Agency / Contractor with address

T.No……………………..
Mobile No………………..