OFFICE OF THE PRL. DISTRICT AND SESSIONS JUDGE, VIJAYAPURA

SHORT TENDER NOTIFICATION
NO.02/2025 dated: 29.07.2025

Sub : Providing of 08 number of cleaning Persons (Menials) through Service Agencies on contract basis by way of outsource for cleaning of the Court Complexes in the Taluka Courts of Vijayapura District.

Ref 1) Letter No.LAW-LAC/16/2023 dated 07.03.2025 of the Prl. Secretary to Government Law, Justice & Human Rights Department, Vidhana Soudha, Benglauru.

2) Letter No.DJA/82/2007 dated: 28.3.2025, 2.5.2025 and 27.06.2025 of the Hon'ble High Court of Karnataka, Bengaluru.

3) This office Note and orders passed thereon dated: 28.07.2025.

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Sealed tenders are invited from the registered reputed Service Providers/Manpower Agencies who are interested to provide 08 Numbers of Part Time Menials/Cleaning Staff to work in the **Taluka Court complexes of Vijayapura District** by way of Out Source.

Last date for submitting the tender quotations is **12.08.2025 till 5.00 p.m.**

Details of Manpower required as follows:

Sl. No.	Name of the Court Complex	Number of persons required to be deployed.	Remuneration
1.	Court Complexes at Indi.	02	Rs.10,000/- per month per person
2.	Court Complexes at Sindagi.	02	Rs.10,000/- per month per person
3.	Court Complexes at B.Bagewadi.	02	Rs.10,000/- per month per person
4.	Court Complexes at Muddebihal.	02	Rs.10,000/- per month per person

TERMS AND CONDITIONS

1) The Service Provider shall be registered with statutory agencies as required under Law and registered with the Commissioner for Service Tax and shall furnish a copy of the registration Certificate along with Tender.

2) The Service Provider offering service shall have experience in providing such services/manpower to reputed organizations.

3) The Service Provider shall submit the quotation in the prescribed format attached to this Notification. The Tender Accepting Authority reserves the right either to accept or reject the proposal. The Tender Accepting Authority has also reserves the right to cancel this Notification without prior intimation.

4) The Service Provider shall produce an E.M.D. of Rs. 10,000/- by way of D.D. in favour of Prl. District & Sessions Judge, Vijayapura.

5) The Service Provider shall produce the necessary certificates of related Act and Regulations in force.

6) Complying with Labour Regulations, etc., will be the responsibility of the Service Provider.

7) The Services shall include both basic cleaning and deep cleaning viz., cleaning of toilets, floors, Officers' Chambers, Court Hall, Court Offices, Staircase, Open Areas, all the areas of the Court Complex with brooms and moping in order to keep it clean & hygienic condition by usage of safe consumables. Any other activity to make the Court Complex clean and hygiene all the time.

8) The working hours will be from 7.00 a.m. to 01.00 p.m. on all Court working days and in case of urgent requirement, they may have to extend working hours during working days as well as in the holidays also. However, no extra wages will be paid for the extended period.

9) The Service Provider will have to provide the manpower with required uniform and I.D. Card for the suitable job.

10) The Contract shall not be sub-leased to any other individual.

11) The Contract will be for a period of six months or until further orders, whichever is earlier. The Hon'ble Prl. District and Sessions Judge, Vijayapura may extend the period of contract for a further period, if the service rendered by the Service Provider is satisfactory. However, the Prl. District & Sessions Judge, Vijayapura being the

Tender Accepting Authority reserves the right to cancel the contract or the services rendered by the Service Provider, if the work of the manpower supplied, found unsatisfactory, inefficient and untrustworthy.

12) The Government in its letter No. LAW/139/LAM/2019(1) dated 19.12.2019 has instructed to engage cleaning personnel at fixed wages of Rs.8,000/- p.m. for each worker. Later, the Government vide its letter No. LAW-LAC/16/2023 dated 07.03.2025 has accorded sanction for enhancement of Rs.2,000/-p.m. for part time menials with a condition to procure the services through service agency henceforth.

13) The Service Provider shall quote separate rates for salary, service charges and other charges within Rs. 10,000/- per person as per the letter No. LAW.LAC.16/2023 dated 07.03.2025 of the Prl. Secretary to Government LAW, Justice & Human Rights Department, Vidhana Soudha, Bengaluru.

14) The Service Provider should provide such personnel, who have requisite experience to attend the work of the said post. If the performance / conduct of any personnel provided by the Service Provider is found to be unsatisfactory, such personnel should be replaced within three days from the date of receipt of communication from this Office.

15) If the Service Provider desires to terminate the contract, he shall give one month prior written notice to the Prl. District & Sessions Judge, Vijayapura.

16) No request for advance payment will be considered. Payment will be made in the succeeding month on receipt of the particulars out of the allotment available in the Court for the said purpose.

17) The Service Provider shall have to submit the statement for having paid taxes to the concerned Government / Authority, if applicable at regular intervals.

18) The personnel deployed in the Court Complex shall maintain devotion towards duty and integrity. Professional competence will not be compromised. The selection of the Service Provider will be made purely on past reputation, dependability and credibility. Merely quoting of lowest rates will not make any Service Provider an automatic choice for selection. The decision of the Prl. District & Sessions Judge, Vijayapura in selection of the Service Provider will be final.

19) Formal Agreement will have to be executed before the commencement of the job by agreeing the terms and conditions.

The sealed cover shall be superscribed as **"TENDER FOR PROVIDING SERVICES OF CLEANING PERSONS / MENIALS IN THE TALUKA COURT COMPLEXES OF VIJAYAPURA DISTRICT"**.

The sealed Tenders shall reach the undersigned on or before **5.00 p.m. on 12.08.2025** and will be opened **at 5.30 p.m. on 12.08.2025** in the chambers of Prl. District & Sessions Judge, Vijayapura in the presence of the Bidders or a duly authorized representatives, if present. No separate intimation will be given in this regard.

Chief Administrative Officer and
Tender Inviting Authority,
Prl. District & Sessions Court,
Vijayapura.

Copy submitted to:-

The Registrar General, Hon'ble High Court of Karnataka, Bengaluru with covering letter for kind information.

Copy forwarded with a request to display the same on the Notice Board for wide publicity:-

1. The Information Officer, Department of Information and Publicity, Vijayapura with a request to give wide publicity.
2. The Deputy Commissioner, Vijayapura.
3. The Chief Executive Officer, Zilla Panchayat, Vijayapura.
4. The Commissioner, Municipal Corporation, Vijayapura.
5. The Executive Engineer, PWD, Vijayapura.
6. The Tahasildar, Taluka Office, Vijayapura / Basavana Bagewadi/ Indi/ Muddebihal/ Sindagi/Talikoti/Almel/Devar Hipparagi/Tikota/Kolhar/ Nidagundi/Babaleshwar/Chadachan.
7. The Prl.District & Sessions Judge, Bengaluru City/Bengaluru Rural/Bagalkot/Ballari/Belagavi/Bidar/Chamarajnagar/Chikka-Ballapur/Chikka-magaluru/Chitradurga/D.K.,Mangaluru/Davangere/ Dharwad/Gadag/Hassan/Haveri/Kalaburagi/Kolar/Koppal/Kodagu-Madikeri/Mandya/Mysuru/Ramanagar/Raichur/Shivamogga/ Tumakuru/Uttar Kannada/Udupi/Yadagir.
8. The Software Technician, District Court, Vijayapura with a request to web-host and circulate all PDJ Courts in the State, through e-mail.
9. The Accounts Branch, District Court, Vijayapura.
10. Notice Board of this office.
11. Office copy.

PROFORMA

Sl. No.	Particulars	Details
1.	Name and full address of the Service Provider with contact number and email ID.	
2.	Whether registered/renewed the registration for the current year. (enclose self-attested copy)	
3.	Service Charges to be paid for each person (Menials).	
4.	GST and other charges, if any.	
5.	Document and EMD particulars.	

DECLARATION

I _____the designated authority of the firm do hereby declare that I have read all the terms and conditions as mentioned under the Tender Notification, Rules and Regulations and do hereby undertake to abide by the said terms and conditions and also the terms and conditions of Circular No.LD 51 LWA 2017 dated 29.12.2007 of KTPP Act, 1999 and Rules as amended up to date.

Place:
Date:

Signature of the Authorized
Person of the firm with seal.