PRL. DISTRICT AND SESSIONS COURT, GADAG- 582103

Phone Number : 08372-222077

Email : pdj.gadag@gmail.com
Website : https://gadag.dcourts.gov.in

E-TENDER NOTIFICATION NO. 1/2026 DATED : 06 /01/2026
TENDER REFERENCE NUMBER : HCK/2025-26/SE0138

Tender for providing Service Contract for House keeping Services to all the Courts of Gadag District.

(All the Courts of Gadag, Ron, Nargund, Laxmeshwar and Mundargi Taluks)

Sub :	Inviting Tenders for providing Manpower Services for cleaning purpose through service contract to the courts of Gadag District based on area of the court complexes.....reg.
Ref: 1.	Letter No.DJA/82/2007 dated 27.06.2025 and 08.10.2025 of the Hon'ble High Court of Karnataka, Bengaluru.
2.	Letter No.LAW-LAC/82/2025 dated 12.08.2025 and No.LAW-LAC/16/2023 dated 07.03.2025 issued by the Under Secretary to Government Law, Justice and Human Rights Department (Admn-1) Karnataka State Government Secretariat, Vidhana Soudha, Bengaluru.
3.	Office note and orders passed thereon.

*****

The Principal District and Sessions Judge, Gadag, invites proposals from Manpower Service providers who are interest in supplying Manpower through Service Contract to all the Court Complexes/ premises of Gadag District. The details are as under ;

Closing Date and time for submission of Tender	20/01/2026 at 5.00 p.m.
Date of Opening of Technical Tender	22/01/2026 at 11.00 a.m.
Date of Opening of Financial Tender	Upon Approval of Technical Bid
Cost of Tender Document.	Nil
Earnest Money Deposit (EMD)	Rs.44,000/-

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Annexure-1

Eligibility of Bidders

1. The bidder should have minimum of 5 years experience in providing House Keeping Services to Central/ State Government Departments or reputed Private Organizations having minimum staff strength of 100 (Submission of latest purchase order issued during the last years along with Performance Certificate is mandatory).

2. The Bidder should have achieved minimum turn over of Rs.50.00 lakhs in the last three Financial years i.e., 2022-23, 2023-24 and 2024-25 (Submission of Turnover certificate duly signed by registered Chartered Accountant is mandatory).

3. The Bidder should have Valid Registration Certificate for the establishment of Agency issued from Department of Labour.

4. The Bidder should be registered with State Insurance Corporation regarding implementation of ESI to the Employees.

5. The Bidder should be registered with Regional PF Commissioner.

6. The Bidder should have valid GST registration.

7. The Bidder should have PAN Number.

8. The Bidder should submit Declaration as per Annexure-8.

9. The Bidder should submit Declaration as per Annexure-9.

IMPORTANT NOTE: In the KPPP Portal, the Bidders are requested to enter/ quote ONLY GRAND TOTAL OF SERVICE CHARGES AND CONSUMABLES for a total period of 12 months (one year) including all Applicable Taxes. Bids showing the above said amount for less than One year period / Nos / excluding Applicable Taxes will be rejected. Minimum Technical Evaluation Eligibility score is 85 out of 100.

Annexure-2

Submission of Tender

1. Applicants shall have to participate through the process of KPPP portal only and the applications submitted directly in the form of hard copies will not be accepted.

2. The Prl. District and Sessions Judge, Gadag cannot be held responsible for technical problems resulting in non-submission/ non-uploading of tenders within the stipulated time.

3. The Bidder shall bear all costs associated with the preparation and submission of his bid and Prl. District and Sessions Judge, Gadag will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

4. The Bidder shall pay processing fee and EMD at KPPP portal Portal through the following four modes of payment :

   a. Debit Card.

   b. Credit Card.

   c. OTC (Over the Counter) at designated SBI Bank Branches.

   d. Net Banking.

   e. NEFT (National Electronics Fund Transfer).

5. The Soft copies of the Documents in proof of Eligibility need to be uploaded to KPPP portal Portal of Government of Karnataka. If asked for, the Hard copies need to be produced before the Prl. District and Sessions Judge, Gadag.

6. The Bidders should enter only the Grant Total (C) (as indicated in the Calculation Sheet for commercial Bid Format vide Annexure-7), in the KPPP portal Portal. Any other Amount will result in rejection of the Financial Bid.

General Terms and Conditions

1. **Opening of Bids by Prl. District and Sessions Judge, Gadag.**

   a. The Bids will be opened in two stages i.e., the Technical Bid and Commercial Bid. Only those Bidders found eligible in Technical Bid will qualify for participation in the Commercial Bid opening.

   b. The date fixed for opening of bids, if subsequently declared as holiday by the Hon'ble High Court of Karnataka, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working day, time remaining unaltered.

   c. The rates quoted in the bid are subject to Approval of the Hon'ble High Court of Karnataka.

   d. **Return of EMD :** The EMDs of unsuccessful Bidders will be returned after the successful Bidder is selected.

   e. **Forfeiture of EMD :** EMD is liable to forfeiture in the event of

      i. Withdrawal of offers during validity period of the offer.

      ii. Failure to sign the Contract Agreement and furnish the required Security

      Deposit within the stipulated time.

      iii. Any unilateral revision made by the Bidder during the validity period of the offer.

      iv. Action will be taken as per Declaration vide Annexure-09.

      v. The Bidder quoting unrealistic / nil amount towards Services charges and Consumables.

   f. **Security Deposit** : The successful Bidder will have to furnish Security Deposit Rs.75,000/- in the form of DD payable to Prl. District and Sessions Judge, Gadag payable at Gadag. No interest will be payable on EMD or Security Deposit in any case. Security Deposit will be for the

entire Contract Period with Prl. District and Sessions Judge, Gadag. The Security Deposit shall be payable to the Prl. District and Sessions Judge, Gadag as compensation for any loss resulting from the service Provider's failure to complete his obligations under the Contract.

g. **Acceptance of the Purchase Order :** The successful Tenderer shall clearly confirm the acceptance of the Purchase Order within 7 days from the date of receipt of the Purchase Order by him. In case of failure to do so, the EMD amount will be forfeited/ action will be taken to disqualify the bidder from participating in any of the tenders of Prl. District and Sessions Judge, Gadag for one year. Purchase order will be withdrawn/ canceled at the discretion of Prl. District and Sessions Judge, Gadag.

h. The Successful Bidder will have to sign the contract Agreement and furnish the required security deposit within days of the issuance of work order by the Prl. District and Sessions Judge, Gadag.

i. **Return of Security Deposit :** The Security Deposit will be returned after one month from the successful completion of the Contract, after deducting dues, if any, payable to the Prl. District and Sessions Judge, Gadag.

j. In the event of breach of any Terms and Conditions of tender or delay or default, the Contract will be terminated and the Security Deposit will be forfeited by the Prl. District and Sessions Judge, Gadag.

2. **Award of Contract :**

The Lowest Quoted (L1) party to be considered for award of the Contract in general. However, based on the background of the Bidder, the Prl. District and Sessions Judge, Gadag is at liberty to reject L1 Bidder to ensure the quality of service. Prl. District and Sessions Judge, Gadag reserves the right to reject the offers submitted by the Bidder either in part or full without assigning any reasons what so ever. The decision of the Prl. District and Sessions Judge, Gadag is final in this regard.

In case the selected Bidder fails to sign the contract agreement and furnish the required security deposit within 7 days of the issuance of work/ purchase order, the Prl. District and Sessions Judge, Gadag has the discretion to award the contract to next eligible Bidder. The Prl. District and Sessions Judge, Gadag is not bound to give any notice/ reminder to selected Bidder for their failure to sign the Contract agreement and furnish the required security deposit within 7 days of the issuance of work/ purchase order within the stipulated period. In such case the EMD of such Bidder will be forfeited.

The Bidder who had past association with the Prl. District and Sessions Judge, Gadag and had received two or more letter/ notices from the Prl. District and Sessions Judge, Gadag regarding unsatisfactory service are not eligible to bid for this Tender. Even if, they bid indirectly through partners, relative etc., such Bids will be rejected.

3. **Contract Period :**

The Contract period is for one year subject to extending for another two years on the same rates and terms and conditions, subject to satisfactory performance of the service provider.

Note : The service provider will be on trial for initial 3 (three) months of the contract period and will be confirmed, based on the quality of service.

4. **Billing and payments :**

a. The service provider should submit bills before 5th of the succeeding month, to Prl. District and Sessions Judge, Gadag. Payments will be made through Treasury - Khajane-2 portal only after necessary verification.

b. It is mandatory that the Agency shall made all the payment to its employees within 7th of the every month irrespective of payment received from the Prl. District and Sessions Judge, Gadag. All the payments made to its employees shall be through digital form only.

c. The service provider should also submit GST payment acknowledgment along with the monthly bill submitted to the Prl. District and Sessions Judge, Gadag. The Prl. District and Sessions Judge, Gadag reserves the right to deduct GST and other statutory dues from the payments of the service provider.

d. It is the responsibility of the service provider to pay all the statutory payments of its employees and government and the Prl. District and Sessions Judge, Gadag is not responsible for payment of any of its dues.

e. The Prl. District and Sessions Judge, Gadag will release payment only on compliance of the above said conditions and payment will be released monthly basis. No advance payment will be made to the service provider.

5. **Validity of the Bid :** The bid is valid for 90 days from the date of opening the Technical Bid.

Annexure-4

Scope of service to be provided to all the Court Buildings in Gadag District including all the court halls, office rooms, chambers, toilets corridors and other places within the court complex.

Sl.No.	Taluka	Name of the Court Complex	Total Ground Area except plinth area of the building in Sq. Meter.	Total Built up area in Sq.Meter.	Total Area for the purpose of cleaning in Sq.meter.
1.	Gadag	District Court Complex	37614-00	8856-00	46470-00
2.	Ron	Court Complex	5918-00	2227-00	8145-00
3.	Nargund	Court Complex	6910-02	900-00	7810-02
4.	Laxmeshwar	Court Complex	2583-58	1548-00	4131-58
5.	Mundargi	Court Complex	13563-00	5136-00	18699-00
Total Area					85255-60

Sl. No.	Description of Work	Schedule for doing the work
1.	Sweeping and mopping of all the Floors.	Twice daily.
2.	Sweeping and mopping of staircase and corridors of all the floors.	Twice daily.
3.	Sweeping and mopping of court halls, officer's chamber, office rooms, rest rooms, record rooms, store rooms of all the floors.	Twice daily.
4.	Scrubbing and cleaning of wash basins, urinal basins and commodes of all the floors.	Twice daily.
5.	Sweeping of cellar vehicle parking area.	Once daily.
6.	Sweeping of front and rear parking area and roads.	Once daily.
7.	Dusting and wet cloth cleaning of furniture on all the floors.	Once daily.
8.	Dusting and wet cloth cleaning of fans and window panes and partition of all the floors. Removing cobwebs.	Once a week.
9.	Cleaning of commodes and urinals with acid on a Holdiay.	Once a week
10.	Cleaning of DG set Shed etc.	Once a week
11.	Vacuum cleaning carpets.	Once a month.
12.	Cleaning of over head tank and sumps using bleaching powder/ any other recognized cleaning agent.	Once a month.

1. **Approximate Details involved in the Cleaning Work**

a. Cleaning of office floors, toilet floors, corridors, lobbies, partitions, storage units, furnitures, electrical and electronic equipments, doors, windows, curtains, blinds etc., including cleaning of dust etc., using suitable Bombay broom stick, squeezers/ wipers/ rubber brushes, mop sticks, coir brushes, bamboo baskets, plastic buckets, trolleys, wiping cloths, carry bags, etc., removing the debris to the nearest garbage pit completely.

b. External sweeping and terrace cleaning- cleaning of outer periphery like roads footpaths curb stones terrace, Car Shed including removing grass dust etc., to the nearest garbage pit using suitable coconut broom stick, Bombay broomstick, squeezers/ wipers/ rubber brushes. Coir brushes, Bamboo baskets, plastic buckets mugs trolley etc completely.

c. Cleaning of RCC sump tanks and RCC over head tanks with mechanical DE-watering including removal of slubge, mud, dirt, algae etc and cleaning the wall surface of tanks using high pressure jet, vacuum cleaning and spraying anti bacterial treatment to the wall and ceiling surfaces and UV treatment, including removing of sludge, etc., using suitable coconut broom stick, squeezers/ wipers/ rubber brushes, coir brushes, plastic buckets, mugs, de-watering using motor with portal arrangement, hose pipe etc including all safety measures.

Note : The interest parties who wish to participate in the Tender process shall personally visit the place and collect the information regarding total area covered and other required details from office of the Prl. District and Sessions Judge, Gadag.

Number of workers to be deployed : It is up to the discretion of the service provider to provide requisite number of workers so as to maintain strict and full hygiene, cleanliness in the entire court

complexes of all the court buildings coming under Gadag District.

2. **Timings for cleaning :**

1st Round of cleaning : 7.30 a.m. to 10.00 a.m. : Sweeping, mopping and toilet/ restroom cleaning.

2nd Round of cleaning : 10.30 a.m. to 1.00 p.m. : Glass, door, window, partition cleaning and parking area cleaning etc.,

3rd Round of cleaning : 2.00 p.m. to 3.30 p.m. : Toilet/ Restroom cleaning etc.,

3. The Chambers of officers, departments and corridors should be sprayed with Air-Freshener every day after cleaning work is completed.

4. The material used for cleaning, sweeping, washing, mopping etc., should be supplied by the contractor.

5. Separate cloth should be used each for cleaning telephones, computers and furniture. Wet cloth should not used for cleaning electric/ electronic equipments.

6. The service provider shall make arrangement to clean the carpets, floor area etc., by using heavy duty vacuum cleaning equipment frequently in order to keep the premises dust free.

Annexure-5

Other Terms and Conditions

1. **Rights of Prl. District and Sessions Judge, Gadag.**

   a. The Prl. District and Sessions Judge, Gadag reserves the right to accept or reject any or all the tenders in part or full, without assigning any reason whatsoever.

   b. The Prl. District and Sessions Judge, Gadag reserves the right to reject any tender due to failure on the part of the bidder to observe the prescribed procedure.

   c. Any attempt from the bidder to canvas through any means, for the securing work order from the Prl. District and Sessions Judge, Gadag will prejudice the bidder's quotation and the same will be rejected without assigning any reason whatsoever.

   d. The Prl. District and Sessions Judge, Gadag is not bound to accept the lowest tender.

   e. The Prl. District and Sessions Judge, Gadag reserves the right to deduct GST and other statutory dues from the payments of the service provider.

   f. In case of any complaints from the employees of service provider regarding non-payments/ short payment of eligible salary and other perks, the Prl. District and Sessions Judge, Gadag reserves the right to deduct the same from the payment of the service provider and terminate the contract.

2. The bidder should not sub-let the contract order to the third party, for which act, is liable for termination of contract within 24 hours.

3. No escalation of rates during the period of contract would be allowed on any account.

4. No request for making advance payment on any ground shall be entertained.

5. **Penalty Clause :**

a. In case, the agency fails to provide the services of House Keeping staff from the date of contract order, a penalty at the rate of 0.5% per week subject to a maximum of 10% of the remuneration payable will be deducted from the amount to be paid to the Agency for the delayed deployment of House Keeping staff.

b. The Agency has to supply the required number of House Keeping Staff. If any staff fails to attend duty, Rs.500/- per staff will be deducted per day.

c. In case the Agency fails to provide a House Keeping staff for an entire month, then the entire month remuneration will be deducted and notice will be issued. In such case, the Prl. District and Sessions Judge, Gadag reserves the rights to terminate contract.

6. **Requirements for Cleaning Staff :**

a. The cleaning staff provided shall be able bodied, physically fit and mentally sound, well trained and disciplined.

b. Knowledge of Kannada is a must.

c. **Replacement :** Agency shall provide continuous service of cleaning staff by making standby/ reserve staff and no void shall be allowed. It is the primary responsibility of the Agency to provide UN-interrupted continuous cleaning staff at the designated locations.

d. **Holiday :** The Agency shall make arrangement to provide weekly holidays and other holidays to cleaning staff posted on duty by making alternate arrangements.

e. Deployed cleaning staff shall be issued a laminated I.D affixing latest photograph with details of Name, EPF & ESI Account numbers, Name of the Agency, Date of Appointment and other details if any.

f. **Uniform :** The Agency should ensure that, the cleaning staff wear uniform in case, the person so deployed is found to be not in proper uniform, dress or commits any breach of any of the terms and conditions of the contract, the Prl. District and Sessions Judge, Gadag

shall have the right to impose any punishment or fine up to Rs.1,000/- (Rupees One Thousand only) on the agency.

g. The service provider shall agree to the Prl. District and Sessions Judge, Gadag conditions and shall arrange to effectively carry out the social and other responsibilities. Staff of service provider shall not misbehave with court employees/ officers/ Advocates/ general public nor shall cause any loss to court property. For any such lapses the service provider is solely held responsible.

7. The service Provider will be responsible for obtaining a license/renewing the license, as the case may be, from the Licensing Authority under the contract Labour (R&A) Act and the Prl. District and Sessions Court, Gadag will not be responsible for any damages/losses on this account.

8. The Service Provider will be responsible for compliance of all statutory provisions relating to Minimum Wages. Provident Fund, Employees State Insurance. Maternity Benefit and other labour laws in respect of the persons deployed by it in all the Court Complexes of Gadag District. The Service Provider will be liable to pay the staff at least the minimum wages fixed from time to time.

9. The Service Provider will be liable for depositing all taxes, levies, cess etc. on account of service rendered by it to the Prl. District and Sessions Court, Gadag to the concerned Authorities from time to time as per extent rules and regulations in the matter.

10. In case the Service Provider fails to comply with any statutory duty/liability under appropriate law, and as a result thereof, the Prl. District and Sessions Court, Gadag is put to any loss/obligation, monetary or otherwise, the Prl. District and Sessions Court, Gadag will be entitled to get itself reimbursed out of the outstanding bills and the Security Deposit of the Service Provider, to the extent of the loss or obligation in monetary terms if any amount is still required to be recovered, the same will recovered through process of Law.

11. The Service Provider will maintain all statutory registers under the applicable Laws. The Service Provider will produce the same, on demand, to the concerned authority of the Prl. District and Sessions Court, Gadag or any other authority under Law.

12. The Service Provider shall not employ any person below the age of 18 years.

13. All the staff deputed to the Courts of Gadag District should always be in near and clean uniform provided by the Service Provider. In case an employee of the Service Provider is not found in proper uniform the Prl. District and Sessions Court, Gadag reserves the right not to allow such person within the premises. The Service Provider will supply the complete uniforms to the staff within 7 working days from the date of entering into contract.

14. All the persons engaged by Service Provider should be healthy, physically fit and free from communicable diseases.

15. The antecedents of the personnel deployed by the Service Provider will be above board.

16. The staff deployed will be issued identity cards by the Service Provider which will be required to be displayed at the time of duty.

17. The Service Provider will be solely responsible for the redressal of grievances / resolution of disputes relating to persons deployed the Prl. District and Sessions Court, Gadag will in no way, be responsible for settlement of such issues whatsoever. The Prl. District and Sessions Court, Gadag will not be responsible for any damages, losses, claims, financial or other injury or loss of life to any person deployed by the Service Provider in the course of their performing the functions/duties, or for payment towards any compensation.

18. The persons provided by the Service Provider will always remain employees of the Service Provider for all intents and purposes and the Service Provider alone will be liable for any dispute which may have any sought of legal repercussions in a court of law.

19. The Service Provider will communicate the name, parentage, residential address, date of birth, etc., along with a photograph of the persons deputed to all the courts of Gadag District.

20. In case work or conduct of the deployed manpower is found unsatisfactory he/she will be sent back without assigning any reason. The Service Provider will be liable to provide his/her replacement on demand within 24 hours.

21. The Service Provider shall at its own expenses make good any loss or damage suffered by the Bureau as a result of the acts or omission, negligently or otherwise of its personnel while providing the said services at any time of the premises of courts of Gadag District or otherwise.

22. The Service Provider should provide all required necessary medical and other help to his/her employees in case of any health issues or any other issues.

23. Materials for cleaning all cleaning materials required shall be provided by the Service Provider.

a. Floor Duster
b. Dish Washing Power for Wash Basin
c. Hit Spray
d. Room Freshener / Room Spray
e. Toilet cleaning Liquid (Harpik Domex/ Lizol)
f. Soap Oil
g. Naphthalene Balls/Urinal cakes for Urinals and Wash Basins
h. Brushes for Toilet and Floor cleaning
i. White Duster Cloth
j. Yellow Duster Cloth
k. Acid for Monthly cleaning
l. Phenyl
m. Colin Spray for Glass Surfaces
n. Toilet Brush
o. Scrubber
p. Garbage Bag-Big/Small.
q. Gloves.
r. Dust Pans
s. Naphthalene Balls
t. Scotches Brite Pads

u. big Size Bags for Garbage removal.
v. Stain remover
w. Kabob sticks
x. Heavy duty vacuum cleaner
y. Any other material required but not specified in the tender.

24. The agency will have to maintain an inventory of 100% of all consumable items at all times.

25. The signature of concerned in every court should be obtained everyday on a register, for having carried out satisfactory work. Failure to comply with the same will result in penalty of Rs.100/- per day per person.

26. **Termination of contract.** The contract can be terminated after issuing one month's notice for the following reasons.

a. If the Bidder Assigns or sub-contracts of this service to third party.

b. Violation/ contravention of any of the terms and conditions mentioned in the Tender document.

c. Does not improve the performance of the services in spite of instructions.

d. Misconduct and suppression facts by the Personnel of the bidder.

27. If the service is terminated during the period of agreement for the above said reasons, the security deposit provided by the bidder will be forfeited.

28. Arbitration : Any dispute or difference or claim arising out of, or in connection with, or relating to the contact or the breach, termination or invalidity thereof, shall be referred to and settled under the Arbitration centre, Karnataka (Domestic and International) rules 2012, by one or more Arbitrators appointed in accordance with its Rules.

Procuring Entity.	The Prl. District and Sessions Court, Gadag.
Tendering Authorities.	**Inviting Authority :** The Chief Administrative Officer, Prl. District and Sessions Court, Gadag. **Evaluating Authority :** The Chief Administrative Officer, Prl. District and Sessions Court, Gadag. **Accepting Authority :** The Hon'ble Prl. District and Sessions Judge, Gadag. **Appellate Authority :** The Hon'ble Registrar General, Hon'ble High Court of Karnataka, Bengaluru.

Place: Gadag.
Date: 05/01/2026.

// BY ORDER OF THE COURT//

6/1/2026

Inviting Authority
Chief Administrative Officer,
Prl. District and Sessions Court, Gadag.

Chief Administrative Officer
PRL. DISTRICT AND SESSIONS COURT
GADAG

Copy to :

The Software Technician, The Prl. District and Sessions Court, Gadag, for web hosting on official website of this court and to circulate to all court of Gadag unit and all District Courts in the State and to the concerned.

Annexure-6

Technical Bid

1. Full name of the Bidder.
2. Address.
3. Telephone/ Fax numbers and Email ID.
4. Constitution.
5. **Names of Proprietor/ Partners/ All Directors.**

Sl. No.	Names of Proprietor/ Partners/ All Directors.

6. **Address.**

Address and Telephone No. of the Registered Office and Contact Person's Name.	Address and Telephone No. of the Branch office if any, Contact Person's name.

7. Year of Commencement of operations :
8. **Address and Contact Details of Existing Customers :**

Name of Existing Customers.	Address	Contact Nos.	Details of execution of work.

9. Soft copies of the following documents have been uploaded to KPPP portal portal along with other necessary documents.

Sl. No.	Documents.
i.	Document showing proof that Bidder has a minimum of 5 (five) year experience in providing House keeping services in Central/ State Government Departments or a reputed Private organizations having minimum staff strength of 100 and produce latest copies of the contract order issued during 2022-23, 2023-24, 2024-25 along with performance certificates issued by the institutions for

	having completed the contract successfully (Failure to submit latest purchase order/ performance certificate, the bid is liable to be rejected without any reason)
ii.	Turnover certificate for the last 3 financial years i.e., 2022-23, 2023-24, 2024-25 duly certified by the Chartered Accountant **(Mandatory)**
iii.	Document showing manpower strength of the service provider to deploy for house keeping service.
iv.	Valid registration certificate for the establishment of Agency issued from Department of Labour.
v.	Certificate from State Insurance Corporation regarding implementation of ESI to the Employees.
vi.	Certificate from the Regional PF Commissioner.
vii.	Document showing that the Bidder has full-fledged branch office in Gadag.
viii.	Copy of certificate of Registration for GST
ix.	Copy of PAN
x.	Technical Bid as per Annexure-6.
xi.	Declaration as per Annexure-8.
xii.	Income tax returns filed for the financial years 2022-23, 2023-24, 2024-25.
xiii.	Copy of the latest GST returns filed.
xiv.	Copies of the audited financial statements for the financial year 2022-23, 2023-24, 2024-25.
xv.	ISO certificate (if available) – optional.

We hereby acknowledge that, we have understood all the Terms and Conditions indicated in this tender.

Signature and Name of the Bidder.
(Office seal)

Designation.
Date.

Annexure-7

Calculation Sheet for Financial Bid

Sl. No.	Particulars.	Amount in Rs.
1.	Total of estimated contract amount per month (including consumables cost plus worker's wages)	
2.	Service charges on consumables @ _____% (not less than 2%)	
3.	GST @ 18%	
	Grand Total per month.	
	Grant total of estimated contract amount (including workers' wages) for 24 months.	

Note:

a. It shall also include cost of Training, Uniform, ID Card etc.,

b. The total amount quoted shall be inclusive of any Tax, Service Tax, Education cess, Secondary and Higher Education Cess or any other applicable taxes as may be levied by the Government from time-to-time and the same shall be charged in addition to the quoted rate.

c. The bidders should enter only the Grand Total shown above (including all applicable Taxes) in the KPPP portal portal.

d. The quoted amount on KPPP portal portal should be for 2 (two) years. If amount is quoted for any other period, it will result in rejection of th financial bid.

e. Prl. District and Sessions Judge, Gadag reserves the right to reject the financial bids quoted by the bidders towards service charges/ consumables cost as Nil or the amount quoted is very unrealistic/ non responsive to meet the requirement of providing required consumables, uniform, administrative cost, machinery without giving any notice/ reason.

f. In case of Tie in quoting of the amount, the Prl. District and Sessions Judge, Gadag reserves the right to decide the bidder based on the technical bid score/ lottery or any other method in accordance with law.

Annexure-8

DECLARATION

We have submitted out Bid in response the Tender No._____ for providing House keeping services to all the courts coming under Gadag District . In this regard we solemnly declare the following from our end.

1. All the Eligibility conditions as per the Annexures have been fulfilled by us.
2. No Child Labour will be employed by us.
3. We do not have past association with the Prl. District and Sessions Judge, Gadag, where we had received letter/ notice on two or more occasions regarding unsatisfactory service.
4. We have entered only the Grand Total (service charges and consumables cots and workers wages for a period of one year), in the KPPP portal portal, as indicated in the calculation sheet for commercial bid format vide Annexure-7 of Tender document fully. We further declare that, if we fail to comply with any/all of the above said conditions, the Prl. District and Sessions Judge, Gadag is at liberty to take any/ all following actions.
   i. Forfeiture of our EMD
   ii. Out Tender may be rejected summarily even if we are declared as L1 bidder by KPPP portal portal, after the commercial bids are opened.
   iii. The Prl. District and Sessions Judge, Gadag will not be liable to compensate for any damages to us in any way, if our bid is rejected for non-compliance of any of the conditions of the tender document.
   iv. The Prl. District and Sessions Judge, Gadag can send recommendation to Center for e-Governance, Government of Karnataka, for inclusion our names in the list of black-listed suppliers or any other suitable action as per the tender document/ declaration submitted by us.

Signature and Name of the Bidder.
(with office seal and full address)

Designation.
Date.

Annexure-9

EMD Declaration

I, hereby submit a declaration that, the tender submitted by the undersigned, on behalf of the tenderer_____ (Name of the Tenderer), shall not be withdrawn or modified during the period of validity or extended period of validity.

I, on behalf of the tenderer (Name of the Tenderer), also accept the fact that, in case the tender is withdrawn or modified during the period of its validity/ extended validity period or if we fail to sign the contract in case the contract is awarded to us or we fail to submit a performance security and additional performance security, if any, before the deadline fixed in the Tender document, then (name of the tenderer) will be debarred for participation in the tendering process for the procurement of this procurement entity for a period of one year from the date of default.

Signature of the Authorised Signatory,
(Official Seal)