

OFFICE OF THE PRL. DISTRICT AND SESSIONS JUDGE, BAGALKOT

SHORT-TENDER NOTIFICATION

No. 01/2025 DATED 23/07/2025

Sub: Providing manpower for sanitation and cleaning services to courts coming under Bagalkot District Unit

Ref: 1. Hon'ble High Court of Karnataka, Bengaluru letter No. LCA II 82/2007, dated: 05/02/2018, dated: 05/06/2018, dated: 02/05/2025.

2. Letter dated: 17/01/2018 of Under Secretary to Government (ADM-I) Law Department Bengaluru.

3. G.O.No. FD 3 TFP 2017 dated: 07/07/2017.

4. Hon'ble High Court of Karnataka, Bengaluru letter No. LCA-II 118-2017 dated: 28-04-2018.

5. Relevant provision of Karnataka Transparency Public Procurement Act 1999 and Rules as amended up to date.

6. Circular No. DJA-157/2025 (e-procurement) dated: 25/04/2025 of Hon'ble High Court of Karnataka, Bengaluru.

7. The Hon'ble High Court of Karnataka, Bengaluru Letter No. DJA/82/2007 dated 27-06-2025.

8. This office note and orders passed thereon dated: 22-07-2025

Sealed tenders are invited by the undersigned from the intending registered Sanitation Service Providers/Man Power Agencies for providing sanitation services at Courts in Bagalkot District by way of out-source.

Last date for submitting the tender quotation is 13.08.2025 till 5.00 p.m., Sealed Tenders will be opened at 5.00 p.m. on 14.08.2025, by the Hon'ble Prl. District and Sessions Judge, Bagalkot at his Chamber, in the presence of bidders who will be present at that time.

Terms and Conditions:

1. The services shall be registered with statutory agencies as required under law and also registered with the commissioner for service tax shall furnish a copy of the registration certificate along with tender.

2. The tender offering services shall have an experience in providing such service/Manpower to reputed organizations.
3. The services shall include both basic cleaning and deep cleaning viz. Cleaning of toilets, floors, officer's 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 and hygienic condition by usage of safe consumables. Any other activity to make the court complex clean and hygienic all the time.
4. The tenderer shall enclose EMD of Rs.10,000/- by way of Demand Draft drawn in favour of Prl. District & Sessions Judge, Bagalkot.
5. The service provider shall quote separate rates for salary, service charges (i.e. PF, ESI, Service Tax etc) and other charges within Rs.10,000/- per month and per head as per allotment of Hon'ble High Court of Karnataka.
6. The tenderer shall be liable to pay the compensation as per Workmen Compensation Act 1923 if any of their employees suffers any accident during their work.
7. Complying with Labour Regulations etc., will be the responsibility of the tenderer.
8. The working hours will be from 7.30 A.M., to 3.30 P.M., In case of urgent requirements, they may have to extend the working hours.
9. The working days will be the Court working Days. In case of urgent requirements, they may have to extend the working days.
10. The service provider will have to provide the manpower with required uniform and ID card for the suitable job.
11. The contract will be the period of 01 year or until further orders whichever is earlier and extendable for further period of another one year subject to satisfactory of service. However the undersigned reserves the right of cancellation of this contract if the services rendered by the tenderer is not satisfactory.
12. 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.

13. 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.
14. The tenderer should provide the personnel who are having required experience in the sanitation work.
15. If the tenderer desires to terminate the contract, he should give one month prior written notice to the undersigned.
16. It will be the responsibility of the Tenderer to ensure that their personnel provide proper sanitation services at the Court Complexes.
17. 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.
18. The tenderer shall have to submit the statements for having paid taxes to the concerned Government/Authorities (if applicable) at regular intervals.
19. The service provider shall have to submit the statement for having paid salary to the workers every month.
20. The undersigned reserves the right either to accept or to reject any application without assigning any reason.
21. The personnel provided by the Tenderer to ensure the smooth handling of the equipments and material provided by Court for cleaning purposes. Also to ensure that no harm is done to the facilities and fixtures available in the wash rooms and in all the Courts in Bagalkot District.
22. The personnel deployed in the Courts 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.

23. Failure to comply with the terms and conditions entails rescinding of the contract.
24. Formal agreement will have to be executed before the commencement of the job by agreeing to the terms and conditions.
25. The interested persons can visit the Office of District Court for any kind of clarifications regarding terms and conditions mentioned above. They can also visit to have a look at the area of work.
26. The age limit of the persons deployed should be above 18 years and below 50 years.
27. The final quote will be accepted under the intimation to the Hon'ble High Court of Karnataka, Bengaluru.
28. The following is the list of Courts for which the manpower required.

Sl. No.	Name of the Court	Number of persons required
1	Prl. District and Sessions Court Bagalkot	1
2	I Addl. District and Sessions Court Bagalkot to sit at Jamkhandi	1
3	Prl. Senior Civil Judge and CJM, Court Bagalkot	1
4	Prl. Senior Civil Judge and JMFC, Court Jamkhandi	1
5	Prl. Senior Civil Judge and JMFC, Court Mudhol	1
6	Senior Civil Judge and JMFC, Court, Hunagund	1
7	Senior Civil Judge and JMFC, Court, Bilagi	1
8	Senior Civil Judge and JMFC, Court, Badami	1
9	Senior Civil Judge and JMFC, Court, Banahatti	1
10	Prl. Civil Judge and JMFC, Court, Bagalkot	1
11	Prl. Civil Judge and JMFC, Court, Jamkhandi	1
12	Prl. Civil Judge and JMFC, Court, Mudhol	1
13	Prl. Civil Judge and JMFC, Court, Hunagund	1
14	Prl. Civil Judge and JMFC, Court, Badami	1
15	Civil Judge and JMFC, Court, Bilagi	1
16	Civil Judge and JMFC, Court, Banahatti	1
	Total	16

Note: This office requested to Hon'ble High Court of Karnataka, Bengaluru to sanction four additional part time menials to work in newly started courts of Bagalkot District. If it is granted, the number of required part time menials will be changed.

Prl. District and Sessions, Judge
Bagalkot

Copy submitted to :

The Registrar General, Hon'ble High Court of Karnataka, Bangalore
for kind information.

Copy forwarded for wide publication by way of affix on notice board of following offices.

1. Director, Department of Information (Vaartha Ilakhe) Bagalkot (Copy forwarded in the separate covering letter) for wide publication.
2. Deputy Commissioner, Bagalkot District, Bagalkot.
3. Superintendent of Police, Bagalkot.
4. Deputy director, District Treasury, Bagalkot
5. Commissioner, City Municipal Corporation, Bagalkot
6. All the courts coming under Bagalkot District Unit.
7. The Software Technician of this Court, with a direction to Web host the said Notification on the Bagalkot District Judiciary Website.
8. The Prl. City Civil and Sessions Judge, Bangalore, Prl./District & Sessions Judge, Bangalore Rural District / Mysore / Belgaum / Bellary / Bidar / Bijapur / Chamarajanagar / Chickballapur Chitradurga / Dakshina Kannada / Mangalore / Davanagere Dharwad / Gadag / Gulbarga / Hassan / Haveri / Madikeri / Kolar Koppal / Mandya / Chickmagalur / Raichur/Ramanagar / Shimoga / Tumkur Udupi / Uttarakannada /Karawar / Yadagir, with a request to display this Notification in their Notice Board.
9. Office Copy & for Notice board copy.

APPLICATION

**TENDER NOTIFICATION: /2025 (Menials-outsource) Dated:
FOR PROVIDING CLEANING SERVICE CONTRACT,
BAGALKOT DISTRICT UNIT**

1. Name of the Full Address of the :
Service Provider with contact No.
And E-mail ID
2. Whether registered/ renewed the :
registration for the current year

(Please enclose self attested copy)
3. If so, class of registration :
4. Experience :
5. EMD Details :

DECLARATION

I. _____ the designated authority of the firm do hereby that, I have read all the terms and condition and conditions as mentioned under the tender notification, rules and regulations and do hereby undertake to bind by the said terms and conditions of Circular No. LD 51 LWA 2017, dated: 29.12.2017 of labour Department and Relevant provision of Karnataka Transparency in Public Procurement Act 1999 and rules as amended upto date.

Place:

Date:

Signature of the Authorised
persons of the firm with seal