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S/T

OFFICE OF THE PRL.DISTRICT & SESSIONS JUDGE, MANDYA
Ph. No. 08232-224124 *E-mail*: pdjmdy2024@gmail.com

SHORT TENDER NOTIFICATION: 01/2025
(Menials- out source) Dated: 12.08.2025.

SUB: Providing manpower for sanitation and cleaning services to the court complexes in Mandya District Unit.

Ref:
1. Letter No. DJA/82/2007, dated: 02.05.2025 of the Hon'ble High Court of Karnataka, Bengaluru.
2. Letter No. DJA/82/2007, dated: 27.06.2025 of the Hon'ble High Court of Karnataka, Bengaluru.

Sealed short tender are invited by the under signed in the prescribed format attached to this notification from the reputed service providing man Power agencies for providing cleaning person's/ menials at court premises of Mandya Unit.

Sl. No.	Name of the Court complex	No. of persons required	Remuneration
1	Prl.District & Sessions Court, Mandya	3	Rs.10,000/- per month
2	Prl.Sr.Civil Judge & CJM, Mandya	1	Rs.10,000/- per month
3	Prl.Civil Judge & JMFC, Mandya	1	Rs.10,000/- per month
4	JMFC-I, Mandya	1	Rs.10,000/- per month
5	III Addl.District & Sessions Judge, Mandya (Sitting at S.R.Patna)	1	Rs.10,000/- per month
6	Prl.Sr.Civil Judge & JMFC, S.R.Patna	1	Rs.10,000/- per month
7	Prl.Civil Judge & JMFC, S.R.Patna	1	Rs.10,000/- per month
8	Addl.Civil Judge & JMFC, S.R.Patna	1	Rs.10,000/- per month
9	Sr.Civil Judge, Maddur	1	Rs.10,000/- per month

10	Prl.Civil Judge & JMFC, Maddur	1	Rs.10,000/- per month
11	Sr.Civil Judge & JMFC, Pandavapura	1	Rs.10,000/- per month
12	Prl.Civil Judge & JMFC, Pandavapura	1	Rs.10,000/- per month
13	Sr.Civil Judge & JMFC, Nagamangala	1	Rs.10,000/- per month
14	Civil Judge & JMFC, Nagamangala	1	Rs.10,000/- per month
15	Sr.Civil Judge & JMFC, Malavalli	1	Rs.10,000/- per month
16	Prl.Civil Judge & JMFC, Malavalli	1	Rs.10,000/- per month
17	Sr.Civil Judge & JMFC, K.R.Pet	1	Rs.10,000/- per month
18	Prl.Civil Judge & JMFC, K.R.Pet	1	Rs.10,000/- per month
Total		20	

Last date of receipt of application: 28.08.2025 at 5.30 pm

Terms and condition

1) The service provider shall be registered with statutory agencies as required under law and also registered with the commissioner for service tax and shall furnish a copy of the registration certificate along with tender.
2) The service provider shall have an experience in providing such services/manpower to the reputed organizations.
3) The service provider shall produce an EMD of 5% of total amount by way of DD in favour of the Prl.District and Sessions Judge, Mandya.
4) 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 hygienic all the time.
5) Complying with labour regulation etc., will be the responsibility of the service provider to UPM.

6) **The working hours will be from 08.00 AM to 04.00 PM 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. However, no wages will be paid for the extended period.**

7) The service provider will have to provide the manpower with required uniform and ID card for the suitable job.

8) The contract shall not be sub-leased to any other individual.

9) There should not be any room for complaints from litigants, Advocates and Staffs about the work and conduct of provided man powers.

10) They should work as per the directions issued by the undersigned in this behalf.

11) Payment will be made on receipt of the particulars out of the allotment available in the court for the said purpose at the end of each month, subject to works carried out satisfactorily.

12) The contract will be for the period of 01 year or until further orders, whichever is earlier and extendable for further period of another 1 year Subject to satisfactory of service However, the Hon'ble Prl. District and Sessions Judge, Mandya, who is the tender accepting authority has reserved the right to cancel the contract of the services rendered by the service provider, if not satisfactory, efficient & trustworthy.

13) The personnel provided by the service provider shall maintain good performance/conduct. If in case, performance/conduct of any personnel not satisfied, such personnel shall be replaced within three days from the date receipt of communications from this office.

14) If the service provider desires to terminate the contract, he shall give one month prior notice in writing to the Hon'ble Prl. District and Sessions Judge, Mandya

15) 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.

16) The service provider shall have to submit the statement for having paid taxes to the concern government/authority, if applicable at regular intervals.

17) The service provider shall have to submit the statement for having paid salary to the workers every month.

18) The personnel deployed in the court complex shall maintain devotion towards duty. Integrity of them will not be compromised.

19) The selection of the service provider will be made purely on past reputation, dependability and credibility. Merely quoting of the lowest rates will not make any service provider an automatic choice for selection. The decision of the Hon'ble Prl. District and Sessions Judge, Mandya in selection of the service provider will be final.

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

21) Successful bidder has to submit a DD for an amount of **Rs.25,000/-** as security deposit.

22) The Tenderer shall produce the bill of each employee to concerned courts within 5th of every month.

23) **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.**

The sealed quotations are to be sent to Prl.District and Sessions Judge. Mandya on or before 28.08.2025 before 5.30PM and will be opened on 29.08.2025 at 5.30 PM The sealed cover shall be super-scribed as "TENDER FOR PROVIDING OF SERVICE CONTRACT FOR MENIALS/CLEANING STAFF".

(J.N.SUBRAMANYA)
Prl.District & Sessions Judge,
Mandya

Prl. District and Sessions Judge
MANDYA

Copy to:

1. The Registrar General, High Court of Karnataka, Bengaluru.
2. All District Courts in the State request to publish in the notice board.
3. III Addl.District & Sessions Judge, Mandya (Sitting at S.R.Patna)
4 The Senior Civil Judge & Member Secretary, DLSA, Mandya
5 Prl.Sr.Civil Judge & CJM, Mandya
6 Prl.Civil Judge & JMFC, Mandya
7 JMFC-I, Mandya
8 Taluk courts of this unit through e-mail.
9 The Director, Department of Public information and publicity, No.17, Bhawan Mahaveer road, Bengaluru-01 with a request to publish in the Gazettee, for wide publicity.
10 Notice board of this office
11 Software Technician of this court to web-host
12 Office copy

The following is the required format to be furnished by the short tenderer

Sl. No.	Particulars	Details
1	Name of the short Tenderer	
2	Organization/Agency Name	
3	Address of the Tenderer	
4	Contact Number	
5	Service charges to be paid each person	
6	Service charges required to be paid for 20 (Twenty) persons	

Place:
Date:

Name & Signature of the
short tenderer