

**OFFICE OF THE PRL. DISTRICT & SESSIONS JUDGE,
CHIKKAMAGALURU.**

Ph: 08262-235066

E-mail: pdj.chikkamagaluru@yahoo.com

TENDER NOTIFICATIONS 04/2025(Menials-outsource)

Dated: 30-07-2025

Sub: Providing manpower for sanitation and cleaning services to the court complexes in Chikkamagaluru Unit.

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

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Sealed Tenders are invited in the prescribed format attached to this Notification from the reputed Service Providers/Manpower Agencies to provide service for sanitation and cleaning to the **Court Complexes in Chikkamagaluru Unit.**

Sl. No.	Name of the Court Complex	No. of persons required	Remuneration
1	District Court, Chikkamagaluru.	01	10,000/- Per month/Per person
2	Sr. Civil Judge & CJM Court, Chikkamagaluru	01	10,000/- Per month/Per person
3	Prl. Civil Judge & JMFC., Court, Chikkamagaluru.	01	10,000/- Per month/Per person
4	Family Court and Labour Court, Chikkamagaluru	01	10,000/- Per month/Per person
5	Kadur Court Complex.	02	10,000/- Per month/Per person
6	Tarikere Court Complex	02	10,000/- Per month/Per person

7	Mudigere Court Complex.	01	10,000/- Per month/Per person
8	N.R.Pura Court Complex.	01	10,000/- Per month/Per person
9	Koppa Court Complex	01	10,000/- Per month/Per person
10	Sringeri Court Complex.	01	10,000/- Per month/Per person

Last date for receipt of application: 28-08-2025 at 5.00 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, Chikkamagaluru.
4. After acceptance of the tender, the tenderer shall deploy his personnel within 07 days from the date of acceptance of the tender and if fails to attend the sanitation service within the said period, 10% of the tender accepted amount will be deducted from the EMD for each week.
5. The tenderer shall produce the bill along with attendance certificate of each employee with due countersignature of the Presiding Officers of the concerned Courts within 5th of every month.
6. 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 eco friendly and safe consumables. Any other activity to make the Court Complex clean and hygienic all the time.

7. Complying with Labour regulation etc., will be the responsibility of the service provider.
8. 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.
9. The tenderer shall be registered with the GST(If applicable) and shall furnish the GSTN number allotted.
10. The working hours will be from 08.00 AM to 05.00 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.
11. The service provider will have to provide the manpower with required uniform and ID card for the suitable job.
12. The Materials provided for the court, for cleaning purposes only will be used scientifically without giving room for wastage.
13. The contract shall not be sub-leased to any other individual.
14. There should not be any room for complaints from litigants, Advocates and Staffs about the work and conduct of provided man powers.
15. They should work as per the directions issued by the undersigned in this behalf.
16. 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.
17. The contract will be for the period of 01 year or until further orders, whichever is earlier. However, the Hon'ble Prl. District and Sessions Judge, Chikkamagaluru, 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.
18. 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.

19. The tenderer should provide the personnel who are having required experience in the sanitation work.
20. 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, Chikkamagaluru.
21. 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.
22. The tenderer shall quote separate rates for salary, P.F., ESI, Service charge and Service Tax and other charges in figures and words.
23. The service provider shall have to submit the statement for having paid taxes to the concern government/ authority, if applicable at regular intervals.
24. The service provider shall have to submit the statement for having paid salary to the workers every month.
25. The personnel deployed in the court complex shall maintain devotion towards duty. Integrity of them will not be compromised.
26. 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, Chikkamagaluru, in selection of the service provider will be final.
27. Failure to comply with the terms and conditions entails rescinding of the contract.
28. The undersigned reserves the right either to accept or to reject any application without assigning any reason.
29. 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 Chikkamagaluru District.

30. Formal agreement will have to be executed before the commencement of the job by agreeing the terms and conditions.
31. 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.
32. The age limit of the persons deployed should be above 18 years and below 50 years.
33. The final quote will be accepted under the intimation to the Hon'ble High Court of Karnataka, Bengaluru.
34. Successful bidder has to submit a DD for an amount of Rs. 25,000/- as security deposit.

The sealed quotations are to be sent to "Prl. District and Sessions Judge, Chikkamagaluru", on or before 28-08-2025 before 5.00 PM and will be opened on 29-08-2025 at 5.00 PM. The sealed cover shall be super-scribed as "TENDER FOR PROVIDING OF SERVICE CONTRACT FOR MENIALS/CLEANING STAFF".

(Handwritten signature: Rajeshwari N. Hegde, 29/7/25)
(RAJESHWARI N. HEGDE)

Prl. District & Sessions Judge,

Chikkamagaluru.
PRL. DISTRICT & SESSIONS JUDGE
CHIKMAGALUR.

Copy to:

1. The Register General, High Court of Karnataka, Bengaluru.
2. The Prl. Judge, Family Court, Chikkamagaluru.
3. The Prl. Senior Civil Judge & CJM, Chikkamagaluru.
4. The Presiding Officer, Labour Court, Chikkamagaluru.
5. The Senior Civil Judge & Member Secretary, DLSA, Chikkamagaluru.
6. The Prl. Civil Judge & JMFC, Chikkamagaluru.
7. Taluk Courts in this unit through E-mail.
8. The Director, Department of Public information and Publicity, No. 17, Bhagwan Mahaveer Road, Bengaluru-01, with a request to publish in the Gazettee, for wide publicity.
9. Notice Board of this office.
10. The District Information Officer, Chikkamagaluru.
11. Software Technician of this court to web-host.
12. Office copy.

Through E-Mail.

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