OFFICE OF THE CIVIL JUDGE (SR. DIVISION), SRI MUKTSAR SAHIB.

TENDER NOTICE.

Sealed separate tenders are invited from willing competent outsourced organizations/agencies for allotment of contract of work for maintenance of Cleanliness of Ground Floor, First and Second Floor of Block-A, Block-B, Block-C, Block-D and Block-E as well as V.I.P. Entry side, Public Entry side and entrance lounge, corridors, stairs, ramps, rooms lavatories (including all sanitary fitting viz. Urinals wash hand basins, glazed tiles, sinks, water coolers, canteens with water mixed detergent and liquid phyniles etc. This also includes cleaning of windows, panes and room doors. The tender be submitted for deployment of sufficient staff i.e. whole time sweepers and supervisor to check the sweepers and cleanliness at least twice a day, at the approved rates of Deputy Commissioners for a period from 01.04.2025 to 31.03.2026 of Judicial Courts Complex, Sri Muktsar Sahib. The complete details/terms and conditions are available on the website of this office i.e. https://muktsarsahib.dcourts.gov.in, under the head TENDERS. Total area is as under:-

Sr. No.	Judicial Courts Complex, Sri Muktsar Sahib	Area	
		Covered	Outer
1.	Block -A and Block-B	53,419 Sq. Feet	82,000 Sq. Feet
2.	Block-C and Block-D	53,325 Sq. Feet	62,000 Sq. Feet
3.	Block-E	35,624 Sq. Feet	

The tender be submitted for deployment of 20 (Twenty) sweepers to be paid wages at the rates approved by Deputy Commissioner, Sri Muktsar Sahib for the current financial year i.e. from 1st April, 2025 to 31st March, 2026 and the payment would be made at the disposal of the office of District & Sessions Judge, Sri Muktsar Sahib. Last date of receipt of tender will be 11.03.2025 till 04.00 p.m. Tenders will be opened in the presence of contractors or their authorized representatives on 13.03.2025 at 12.00 Noon. by the Committee. This office will not take any responsibility for any postal delay and tenders received after due date will not be accepted.

Dated:-

Sd/-
(Amrish Kumar)
Civil Judge (Sr. Division)-cum-
Member, Cleanliness Committee,
Sri Muktsar Sahib.

No. 213 dated 20/02/25.
Copy forwarded to the followings:-

1. Learned District & Sessions Judge, Sri Muktsar Sahib.
2. Additional District & Sessions Judge-cum-Chairman, Cleanliness Committee, Sri Muktsar Sahib.

3. The Editor, Daily Chardilaka and Desh Sewak, with the request to publish the notice in the esteemed column of the paper Daily Chardikala and Desh Sewak and send a copy there of alongwith bill, to this office.

4. Daftri of this Court, with the direction to affix the notice on the notice boards of this Complex as well as on the conspicuous places of the building.

5. Civil Nazir of this Court for publication of the same in Daily Chardikala, Patiala and Desh Sewak, Chandigarh.

6. The system Officer of this Office, with the direction to upload the Tender Notice and term and conditions of auction on the official website of this Division.

(Amrish Kumar)
Civil Judge (Sr. Division)-cum-
Member, Cleanliness Committee,
Sri Muktsar Sahib.

ਦਫਤਰ ਸਿਵਲ ਜੱਜ,ਸੀਨੀਅਰ ਡਵੀਜਨ, ਸ਼ੀ ਮੁਕਤਸਰ ਸਾਹਿਬ

ਨਿਲਾਮੀ ਨੋਟਿਸ

ਆਮ ਜਨਤਾ ਨੂੰ ਸੂਚਿਤ ਕੀਤਾ ਜਾਦਾ ਹੈ ਕਿ ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਸੀ ਮੁਕੱਤਸਰ ਸਾਹਿਬ, ਮਲੋਟ ਅਤੇ ਗਿੱਦੜਬਾਹਾ, ਵਿਖੇ ਚਾਹ/ਦੁੱਧ ਦੀ ਕੰਨਟੀਨ, ਪਾਰਕਿੰਗ, ਦੁਕਾਨਾ ਦਾ ਠੇਕਾ ਸਾਲ 2025-26 (01-04-2025 ਤੋਂ 31-03-2026 ਤੱਕ) ਲਈ ਨਿਲਾਮੀ ਕਰਨ ਲਈ ਖੁੱਲੀ ਬੋਲੀ ਮਿਤੀ 19-03-2025 ਨੂੰ ਦੁਪਿਹਰ 3.00 ਸ਼ਾਮ ਵਜੇ ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਸ਼ੀ ਮੁਕਤਸਰ ਸਾਹਿਬ ਵਿਖੇ ਕੀਤੀ ਜਾਵੇਗੀ ਅਤੇ ਇਸ ਨੀਲਾਮੀ ਦੀਆਂ ਸ਼ਰਤਾ ਮੌਕੇ ਤੇ ਸੁਣਾਇਆ ਜਾਣਗੀਆ। ਕਿਸੇ ਵੀ ਸਾਬਕਾ ਠੇਕੇਦਾਰ ਜਿਸ ਵੱਲ ਸਰਕਾਰੀ ਬਕਾਇਆ ਹੋਵੇਗਾ ਉਸਨੂੰ ਬੋਲੀ ਦੇਣ ਦਾ ਹਕ ਨਹੀ ਹੈ।

ਬੋਲੀ ਦੇਣ ਤੋਂ ਪਹਿਲਾ ਬੋਲੀ ਦੇਣ ਵਾਲੇ ਹਰ ਵਿਅਕਤੀ ਨੂੰ 20,000/- ਬਤੌਰ ਜਮਾਨਤ ਜਮਾ ਕਰਵਾਉਣੇ ਹੋਣਗੇ। ਬੋਲੀ ਮਨਜੂਰ ਹੋਣ ਵਾਲੇ ਵਿਆਕਤੀ ਨੂੰ ਕੁਲ ਬੋਲੀ ਦਾ ¼ ਹਿਸਾ ਮੌਕੇ ਤੇ ਜਮਾ ਕਰਵਾਣਾ ਹੋਵੇਗਾ ਅਤੇ ਬਾਕੀ ਕੁੱਲ ਬੋਲੀ ਦੀ ਅਤੇ ਕਿਸੇ ਕਾਰਨ ਕਰਕੇ ਜੇਕਰ ਨੀਯਤ ਮਿਤੀ ਕੁੱਲ ਬੋਲੀ ਦੀ ਬਾਕੀ ਰਕਮ ਨਹੀਂ ਜਮਾ ਕਰਵਾਈ ਜਾਵੇਗੀ ਤਾਂ ਪਹਿਲਾਂ ਜਮਾਂ ਕੀਤੀ ਕੁਲ ਬੋਲੀ ਦਾ ¼ ਹਿਸਾ ਜਬਤ ਕਰ ਲਿਆ ਜਾਵੇਗਾ। ਠੇਕੇ ਤੇ ਰਿਜਰਵ ਕੀਮਤ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਹੈ।

ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਸੀ ਮੁਕੱਤਸਰ ਸਾਹਿਬ

ਲੜੀ ਨੰਬਰ	ਜਗਹਾਂ ਦਾ ਵੇਰਵਾ	ਜਿਸ ਦਾ ਠੇਕਾ ਮੰਗਿਆ ਹੈ	ਠੇਕੇ ਦਾ ਸਮਾਂ	ਘਟੋ ਘੱਟ ਰਿਜਰਵ ਕੀਮਤ
1.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਸੀ ਮੁਕੱਤਸਰ ਸਾਹਿਬ	ਚਾਹ/ਦੁੱਧ ਦੀ ਕੰਨਟੀਨ	01.04.2025 to 31.03.2026	100000/-
2.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਸੀ ਮੁਕੱਤਸਰ ਸਾਹਿਬ	ਪਾਰਕਿੰਗ	01.04.2025 to 31.03.2026	3,30,000/
3	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਸੀ ਮੁਕੱਤਸਰ ਸਾਹਿਬ	ਦੁਕਾਨਾ(ਫਾਰਮਾਂ ਦੀ ਦੁਕਾਨ ਅਤੇ ਜੁਸ ਬਾਰ)	01.04.2025 to 31.03.2026	50,000/- ਹਰੇਕ ਦੁਕਾਨ

ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਗਿੱਦੜਬਾਹਾ

ਲੜੀ ਨੰਬਰ	ਜਗਹਾਂ ਦਾ ਵੇਰਵਾ	ਜਿਸ ਦਾ ਠੇਕਾ ਮੰਗਿਆ ਹੈ	ਠੇਕੇ ਦਾ ਸਮਾਂ	ਘਟੋ ਘੱਟ ਰਿਜਰਵ ਕੀਮਤ
1.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਗਿਦੜਬਾਹਾ	ਚਾਹ/ਦੁੱਧ ਦੀ ਕੰਨਟੀਨ	01.04.2025 to 31.03.2026	168000/-
2.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਗਿਦੜਬਾਹਾ	ਪਾਰਕਿੰਗ	01.04.2025 to 31.03.2026	168000/-
3	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਗਿਦੜਬਾਹਾ	ਦੁਕਾਨਾ	01.04.2025 to 31.03.2026	96000/- ਹਰੇਕ ਦੁਕਾਨ

ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਮਲੋਟ

ਲੜੀ ਨੰਬਰ	ਜਗਹਾਂ ਦਾ ਵੇਰਵਾ	ਜਿਸ ਦਾ ਠੇਕਾ ਮੰਗਿਆ ਹੈ	ਠੇਕੇ ਦਾ ਸਮਾਂ	ਘਟੋ ਘੱਟ ਰਿਜਰਵ ਕੀਮਤ
1.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਮਲੋਟ	ਚਾਹ/ਦੁੱਧ ਦੀ ਕੰਨਟੀਨ	01.04.2025 to 31.03.2026	1,25,000/-
2.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਮਲੋਟ	ਚਾਹ/ਦੁੱਧ ਦੀ ਕੰਨਟੀਨ ਵਕੀਲਾਂ ਦੀ	01.04.2025 to 31.03.2026	1,25,000/-
3.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਮਲੋਟ	ਪਾਰਕਿੰਗ	01.04.2025 to 31.03.2026	1,25,000/-
4.	ਜੁਡੀਸ਼ੀਅਲ ਕੋਰਟ ਕੰਪਲੈਕਸ, ਮਲੋਟ	ਦੁਕਾਨਾ ਸਾਈਬਰ ਕੈਫੇ , ਸਟੈਸ਼ਨਰੀ ਅਤੇ ਜੁਸ ਬਾਰ	01.04.2025 to 31.03.2026	75000/- ਹਰੇਕ ਦੁਕਾਨ

SDL

ਸਿਵਲ ਜੱਜ, ਸੀਨੀਅਰ ਡਵੀਜਨ
ਸੀ ਮੁਕਤਸਰ ਸਾਹਿਬ

ਪਿੱਠ ਅੰਕਣ ਨੰਬਰ 212 ਮਿਤੀ 20/2/25

ਇਸਦਾ ਇੱਕ ਉਤਰਾ ਸੇਵਾ ਵਿਖੇ ਹੇਠ ਲਿਖਿਆ ਨੂੰ

1. ਮਾਨਯੋਗ ਜਿਲਾ ਅਤੇ ਸੈਸ਼ਨ ਜੱਜ ਸਾਹਿਬ ਸੀ ਮੁਕਤਸਰ ਸਾਹਿਬ
2. ਮਾਨਯੋਗ ਵਧੀਕ ਜਿਲਾ ਅਤੇ ਸੈਸ਼ਨ ਜੱਜ ਸਾਹਿਬ ਸੀ ਮੁਕਤਸਰ ਸਾਹਿਬ
3. ਅਡੀਸ਼ਨਲ ਸਿਵੱਲ ਜੱਜ, ਸੀਨੀਅਰ ਡਵੀਜਨ, ਗਿੱਦੜਬਾਹਾ
4. ਅਡੀਸ਼ਨਲ ਸਿਵੱਲ ਜੱਜ, ਸੀਨੀਅਰ ਡਵੀਜਨ, ਮਲੋਟ.
5. ਸਿਵੱਲ ਨਾਜਿਰ, ਸਿਵੱਲ ਜੱਜ, ਸੀਨੀਅਰ ਡਵੀਜਨ, ਸੀ ਮੁਕਤਸਰ ਸਾਹਿਬ
6. ਇਸ਼ਤਿਹਾਰ ਮੈਨੇਜਰ, ਡੈਲੀ ਚੜਦੀਕਲਾ ਪਟਿਆਲਾ ਅਤੇ ਇਸ਼ਤਿਹਾਰ ਮੈਨੇਜਰ, ਦੇਸ਼ ਸੇਵਕ, ਚੰਡੀਗੜ ਨੂੰ ਅਖਬਾਰ ਵਿਚ ਛਾਪਨ ਵਾਸਤੇ ਅਤੇ ਇਕ ਕਾਪੀ ਇਸ ਦਫਤਰ ਨੂੰ ਭੇਜਣ ਵਾਸਤੇ (For Payment).
7. ਸਿਸਟਮ ਅਫਸਰ (For uploading the advertisement on the website of this Sessions Court, Sri Muktsar Sahib)

ਸਿਵਲ ਜੱਜ, ਸੀਨੀਅਰ ਡਵੀਜਨ
ਸੀ ਮੁਕਤਸਰ ਸਾਹਿਬ

OFFICE OF THE CIVIL JUDGE (SR. DIVISION), SRI MUKTSAR SAHIB.

TENDER NOTICE.

Sealed separate tenders are invited from willing competent outsourced organizations/agencies for allotment of contract of work for maintenance of Gardening and Cleanliness of Ground Floor, First Floor as well as V.I.P. Entry side, Public Entry side and entrance lounge, corridors, stairs, rooms lavatories (including all sanitary fitting viz. Urinals wash hand basins, glazed tiles, sinks, water coolers, canteens with water mixed detergent and liquid phenyls etc. This also includes cleaning of windows, panes and room doors. The tender be submitted for deployment of sufficient staff i.e. whole time sweepers and supervisor to check the sweepers and cleanliness at least twice a day, at the approved rates of Deputy Commissioners for a period from 01.04.2025 to 31.03.2026 of Judicial Courts Complex, Gidderbaha. The complete details/terms and conditions can be obtained from the website of this office i.e. https//muktsarsahib.dcourts.gov.in, under the head TENDERS. Total area is as under:-

Sr. No.	Judicial Courts Complex, Gidderbaha.	Area	
		Covered	Total
1.	Ground Floor and 1st Floor	47,100 Sq. Feet (Aprox.)	1,52,100 Sq Feet

The tender be submitted for deployment of 05 (Five) 04 sweepers and 01 Mali to be paid wages at the rates approved by Deputy Commissioner, Sri Muktsar Sahib for the current financial year 2025-26 and the payment would be made at the disposal of the office of District & Sessions Judge, Sri Muktsar Sahib for the above said period. Last date of receipt of tender will be 11.03.2025 till 04.00 p.m. Tenders will be opened in the presence of contractors or their authorized representatives on 13.03.2025 at 12.00 noon by the Committee. This office will not take any responsibility for any postal delay and tenders received after due date will not be accepted.

Sd/-
(Amrish Kumar)
Civil Judge (Sr. Division),
Sri Muktsar Sahib.

No. 215 dated 20/2/25.

Copy forwarded to the followings:-

1. Learned District & Sessions Judge, Sri Muktsar Sahib.

3. Additional Civil Judge (Sr.Div.), Gidderbaha-cum-Member Cleanliness Committee, Gidderbaha.

4. The Editor, Daily Chardilaka and Desh Sewak, with the request to publish the notice in the esteemed column of the paper Daily Chardikala and Desh Sewak and send a copy there of alongwith bill, to this office.

5. Daftri of this Court, with the direction to affix the notice on the notice boards of this Complex as well as on the conspicuous places of the building.

6. Civil Nazir of this Court for publication of the same in Daily Chardikala, Patiala and Desh Sewak, Chandigarh.

7. The System Officer of this Office, with the direction to upload the Tender Notice and term and conditions of auction on the official website of this Sessions Division.

(Amrish Kumar)
Civil Judge (Sr. Division),
Sri Muktsar Sahib.

OFFICE OF THE CIVIL JUDGE (SR. DIVISION), SRI MUKTSAR SAHIB.

TENDER NOTICE.

Sealed separate tenders are invited from willing competent outsourced organizations/agencies for allotment of contract of work for maintenance of Cleanliness of Ground Floor, First Floor as well as V.I.P. Entry side, Public Entry side and entrance lounge, corridors, stairs, rooms lavatories (including all sanitary fitting viz. Urinals wash hand basins, glazed tiles, sinks, water coolers, canteens with water mixed detergent and liquid phyniles etc. This also includes cleaning of windows, panes and room doors. The tender be submitted for deployment of sufficient staff i.e. whole time sweepers and supervisor to check the sweepers and cleanliness at least twice a day, at the approved rates of Deputy Commissioners for a period from 01.04.2025 to 31.03.2026 of Judicial Courts Complex, Malout. The complete details/terms and conditions can be obtained from the website of this office i.e. https://muktsarsahib.dcourts.gov.in, under the head TENDERS. Total area is as under:-

Sr. No.	Judicial Courts Complex, Malout	Area	
		Covered	Total
1.	Ground Floor and 1st Floor	31,125 Sq. Feet	3,01,870 Sq Feet

The tender be submitted for deployment of 06 (Six) sweepers to be paid wages at the rates approved by Deputy Commissioner, Sri Muktsar Sahib for the current financial year i.e. from 1st April, 2025 to 31st March, 2026 and the payment would be made at the disposal of the office of District & Sessions Judge, Sri Muktsar Sahib for the above said period. Last date of receipt of tender will be 11.03.2025 till 04.00 p.m. Tenders will be opened in the presence of contractors or their authorized representatives on 13.03.2025 at 12.00 noon by the Committee. This office will not take any responsibility for any postal delay and tenders received after due date will not be accepted.

Sd/

(Amrish Kumar)
Civil Judge (Sr. Division),
Sri Muktsar Sahib.

No. 214 dated 20/02/25.

Copy forwarded to the followings:-

1. Learned District & Sessions Judge, Sri Muktsar Sahib.

2. The Principal Judge, Family Court-cum-Chairman, Cleanliness Committee, Sri Muktsar Sahib.

3. Additional Civil Judge (Sr.Div.)-cum- Member, Cleanliness Committee, Malout.

4. The Editor, Daily Chardilaka and Desh Sewak, with the request to publish the notice in the esteemed column of the paper Daily Chardikala and Desh Sewak and send a copy there of alongwith bill, to this office.

5. Daftri of this Court, with the direction to affix the notice on the notice boards of this Complex as well as on the conspicuous places of the building.

6. Civil Nazir of this Court for publication of the same in Daily Chardikala, Patiala and Desh Sewak, Chandigarh.

7. The System Officer of this Office, with the direction to upload the Tender Notice and term and conditions of auction on the official website of this Sessions Division.

(Amrish Kumar)
Civil Judge (Sr. Division),
Sri Muktsar Sahib.

ANNEXURE "A"

Term and Conditions for Housekeeping work contract

(A) Description of Work

Maintenance of cleanliness of the VIP gate, all floors of Judicial Court Complex, Sri Muktsar Sahib, Malout and Gidderrbaha proper cleaning on all days of the weak (Expect Sunday) of these floors which includes entrance lounges, outer area of the Court Complex, corridor, room, toilets (including all sanitary fitting) Urinal, wash hand basins, glazed tiles, sinks, water coolers canteens etc. with brooms, swabbing them with water mixed detergent and liquid phenyl etc., also provide seasonal plants and proper maintenance of these plants alongwith horticulture equipments. This also includes cleaning of window pane, room doors.

(B) Period of contract

The contract shall be from 01.04.2025 to 31.03.2026. However, contract can be extended further subject to satisfactory performance of the work/ project by the competent authority.

(C) Regular cleaning – General Duties.

In general, the following duties shall be performed by the sanitation staff subject to further instructions of the Hon'ble Punjab and Haryana High Court, Chandigarh of the specific area of their deployment/ authorities.

1. Toilet to be cleaned at least twice a day and also as and when required.
2. All doors to be cleaned with broom and wet mop daily.
3. Waste baskets to be emptied at least twice a day or as and when required.
4. Out doors broom to be emitted at least a day or as and when required.
5. Fire extinguishers to be kept dust free all the times.
6. Windows glasses/ wire mesh to be cleaned weekly with Collin and detergent or as and when required.
7. Floor scrubbed to be done weekly. In addition, daily cleaning of rooms with black phenyl and detergent or as and when required.
8. Outdoors Pucca corridors are to be cleaned daily or as and when required/ detergent with water.
9. Doors/ Water buckets in each room are to be cleaned daily as and when required.
10. All electrical fitting are to be cleaned weekly by dusting with cloth/brushing as and when required.

11. Chinaware/ Sanitary fixtures like wash basins, glazed tiles, W.C. urinal flooring, skins waste baskets, mugs water coolers etc. are to be cleaned with Acids/Vim once a week or as and when required.

General Terms and Conditions

1. The rate of the wages to the Sweepers and the Supervisors shall be determined as per the instructions in Wages Act of Labour Department.

2. The Penalty @ 2% of the monthly value of the contract shall be imposed for non commencement of the work. The party of First part shall have the power to condone the delay, reduce or remit the penalty so imposed to any extent, on written application of party of second part, in case the party of first part to do so finds that the grounds given by the party of second part are reasonable and satisfactory.

3. The decision of the party of first part with regard to the quality or work/ services done by party of second part shall be final and acceptable to party of second part. The party of second part will therefore, rectify the defect so pointed out without any extra payment.

4. For the purpose of proper identification of persons deployed by party of second part at various points, the party of second part will issue them the identity card /identification documents, at own level and they shall be duty bound to display the Identity Cards at the time of duty.

5. The wearing of uniforms by the sanitation staff deployed for duty in the complex shall be compulsory. The uniform as per approved colour coding will be supplied to them by party of second part at own cost. Any person found without uniform on duty shall be charged Rs. 20/- per day as penalty for such lapse or penalty charges shall be recovered from party of second part from the monthly bill. The party of first part may however, increased the amount of penalty in the case(s) or repeated default as deemed fit.

6. The persons deployed by the contractor for the work shall be the employees of the contractor for all intents and purpose and in no case there shall be any relationship of employer and employee between the said person and the Judicial Department, either implicitly or explicitly. The party of second part will ensure that employees are medically fit and free from communicable disease. The antecedent of the person to be provided by party of second part will be got verified from the appropriate authority at own level.

7. That party of second part will deposit the refundable security Rs. 10,000, in shape of Demand Draft in the name of Civil Judge (Senior Division), Sri Muktsar Sahib, of the tendered cost which

can be forfeited in case of any default.

8. The daily operation of sweeping, swabbing and cleaning of all the area as mentioned above shall be finished between 8.00 a.m. to 9.25 a.m. Therefore, the sweepers shall remain present on each floor from 10.00 a.m. to 5.00 p.m. for maintenance the level of cleanliness by repeatedly swabbing the floors and cleaning the urinals and toilets. The supervisor shall so provided by party of second part will remain present till 5.00 p.m. every day at the site. The authorized representative so provided by party of second part shall remain available at site from 8.15 to 5.00 p.m. for attending the complaints regarding sweeping, swabbing and cleaning of the building.

9. All the waste papers collected during the cleaning operation shall be placed at the place provided by the department daily.

10. That the party of second part will be responsible for any kind of damage to the furniture, electrical and sanitary fixtures etc. while doing day to day works of sweeping,swabbing and cleaning. The party of second part will also be responsible for theft of any item by the worker so engaged by the second party from the office rooms located on all the floors of the building.

11. That party of second part will not sublet the work.

12. That party of second part will be responsible for the antecedents of the sweepers and the employees to be engaged for day to day cleaning, operation. The party of second part will maintain daily records of name and complete particulars of workers which will be engaged for the cleaning operation and daily report will be sent to the Superintendent of this office.

13. That party of second part will be responsible for the welfare of the sweepers and the employees so engaged, such as payment of wages, any time of incident/mishap etc. This department will not be concerned with any problem of the sweepers and other employees so engaged by party of second part.

14. Inspection would be carried out at any time by the party of first part or his representatives. During such inspections party of second part or authorized representatives of second party will accompany the official/ officers of the Department. In case of improper cleaning on any day, penalty may be levied for the occasion by the department upto any amount of Rs. 1000/-. Decision of the party of first part will be final in this regard.

15. Running payments will be made to party of second part on monthly basis. The party of second part will submit bill on 1st day of every month. The payment will be released by the department only after ensuring itself regarding satisfactory cleaning of the building during the month as per terms and conditions of the contract.

16. The department shall deduct income tax at source (TDS) @ 2% of the payment to be made to party of second part from time to time under Sections 194C (1) of the Income Tax Act, 1961.

Therefore, party of Second part shall submit copy of PAN Card.

17. In case of the party of second part unsatisfactory work, the department will also have the right to terminate the contract after giving a notice of one week.

18. That party of second part will take all reasonable precautions to prevent any unlawful acts or disorderly conduct of the employees so deployed by second party and for the preservation of peace and protection of persons and property of this department.

19. In case any of the persons, so deployed by the party of second part, do not come upto the mark or perform their duties property or indulge in any unlawful acts or disorderly conduct, the party of second part will take suitable action against such employees on the report of party of first part, in this respect.

20. In case of any complaint defect pointed out by the party of first part, party of second part will immediately replace the particular person so deployed without further arguments.

21. That party of second part will keep this department indemnify against all the losses caused to its property by way of theft, mishandling or otherwise and the claims whatsoever in respect of the employees deployed by the party of second part at various points. The party of second part will be responsible for paying the recovery of amount of any loss caused to the sanitary or public health fitting, electrical etc. of the court complex, Sri Muktsar Sahib.

22. That party of second part shall deduct the EPF from the salary of the workers under rules and comply with all the instructions/ provisions related to social security coverage/ EPF coverage of outsourced staff, as implement/amended by Govt. of Punjab/ Punjab and Hrayana High Court, Chandigarh from time to time.

23. The party of second part agency will, within 7 days of the close of every month, submit a statement showing the recoveries of then contribution of EPF (Employees Provident Fund) in respect of persons employed by said agency, as provided in Employees Provident Funds and Miscellaneous Provisions Act, 1952.

24. Before settlement of any bills for releasing the payment of contract by party of second part, CRN of Challans Should be submitted to this office.

25. That Party of second part shall file separate ECR for the persons employed, under this contract, for this office. The copy of the same will be pasted on the notice board so that staff so employed can check the details thereof.

UNDERTAKING

I/we undertake to provide Cleaning, Sweeping and horticultural services of the office strictly as per the specifications and schedule of frequency

mentioned in the form. I/we will execute the contract truly and faithfully as set forth in the terms and conditions of contract letter. I/we shall be responsible for all the complaints as regard the quality of service etc.

SIGNATURE OF CONTRACTOR
(WITH SEAL & DATE)

PARTICULARS OF THE AGENCY FOR PROVIDING MANNUAL CLEANING & SWEEPING SERVICES.

FORM-B

1.	Name of agency	
2.	(a) Status of Agency(individual, partnership firm/Pvt. Ltd. Company, Society)	
	(b) Registration NO. (Please attach photo copy of Registration Certificate)	
	(c) Establishment in (Year)	
3.	Permanent address	
4.	Telephone /Mobiles Number	
5.	Fax No. E-mail I.D.	
6.	Authorized Signatory	
7.	P.F. Regn. No. (please attach copy)	
8.	ESI Regn. No. (Please attach copy)	
9.	Service Tax Regn. No. (Please attach copy)	
10.	PAN Number of Agency (please attach copy)	
11.	TAN Number of Agency (please attach copy)	
12.	Number of Employees at present working with Agency.	
13.	Number of present Clients with list.	
14.	Turnover of Last Three Years.	
15.	Performance Report from Clients (to be attached preferably from any star catering Hotels/ Renowned institution.)	
16.	Detail of Demand Draft No.	

SIGNATURE OF CONTRACTOR
WITH SEAL.