OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,

West Champaran, Bettiah

NOTICE

Pursuant to the decision taken in the meeting of the Tender Committee regarding Tender No. 02/2025 dated 10.06.2025 for outsourcing housekeeping and cleaning services in Civil Court, Bettiah and Sub-divisional Courts, Bagaha and Narkatiyaganj, it is hereby notified that all participating bidders are required to submit the prescribed Proforma of Monthly Consumables, Cleaning Materials, Equipment and Tools for further clarification in the ongoing tender process.

All bidders shall submit the duly filled-in proforma within five (05) days from the date of publication of this notice, both through email at the official judgeship email ID dj.bettiah-bih@aij.gov.in and by hard copy in the Nazarat Section during office hours.

Submissions made beyond the stipulated time shall not be considered.

By Order of the Committee
(Tender Inviting and Selection Committee)
Date:17/11/2025

PROFORMA / FORMAT (To be submitted by all Agencies)

A. MONTHLY-CONSUMABLE CLEANING MATERIALS

Sl. No.	Name of Material	Brand/ Specification	Quantity to be Used per Month	Rate per Unit (₹)	Monthly Cost (₹)
01.	Floor Cleaner / Phenyl				
02.	Toilet Cleaner				
03.	Glass Cleaner				
04.	Liquid Hand Wash				
05.	Soft Broom / Hard Broom				
06.	Mop Stick / Mop Refill				
07.	Harpic / Equivalent				
08.	Air Freshener / Room Spray				
09.	Any Other (specify) Additional rows may be added				
	Total=				

B. TOOLS / EQUIPMENT TO BE USED

Sl. No.	Name of Equipment/ Tool	Make/ Specification	Quantity	Whether Yes, No
01.	Vacuum Cleaner			
02.	Floor Scrubbing Machine			
03.	Long-Handle Mop			
04.	Dustpan Set			
05.	Cobweb Remover			
06.	Buckets / Cleaning Tubs			
07.	Disinfectant Sprayer / Fogger			
08.	Any Other (specify) Additional rows may be added			

Declaration by Agency

We hereby certify that the materials and equipment listed above are correct and will be supplied and used as per requirement and direction of the Judgeship.

Signature & Seal of the Agency
Date: _____