OFFICE OF THE DISTRICT & SESSIONS JUDGE, BALANGIR

GENERAL CLARIFICATIONS FOR THE BIDDERS

1. **Annexure–D of the RFP Identification No. 1 (RFP) of 2026-27 dated 26.06.2026 shall be treated as the final and authentic document for determining the minimum manpower deployment for each Court Complex.**
2. The manpower figures mentioned in the financial break-up table (Annexure–E: F-2) shall be read and interpreted in conformity with the manpower deployment prescribed in Annexure–D.
3. In cases where any bidder has already submitted the Financial Bid based on the inadvertently higher manpower figures appearing in Annexure–E, the Financial Bid shall not be rejected merely on that ground. Instead, the quoted price shall be evaluated after making proportionate reduction corresponding to the manpower actually prescribed in Annexure–D, so as to ensure fairness, transparency and uniformity in evaluation.
4. Except for the above correction relating to manpower deployment, all other terms and conditions of the RFP shall remain unchanged and shall continue to govern the bidding process.

F-2: Detail Break Up for the Financial Offer

Sl. No.	Description of Item	Quantity	For One Year		
			Unit Price (Per month) (INR)	Total Price (Per Month) (INR)	Total Price (Per Year) (INR)
1	FMS Manager	1			
2	Supervisor	6			
3	Toilet Sweeper	14			
4	Floor Cleaner/sweeper	24			
5	Sewer-man	2			
6	Plumber/Fitter	2			
7	Electrician or Wireman	3			
8	DG Technician	1			
9	Helper/Khalasi	9			

10	Façade Cleaning and Chemicals for treatment of influent water quality of STP (Chlorine Gas and DWPE – (Dewatering Poly Electrolyte)	Lump sum			
11	Housekeeping minor tools and consumables like Soap / Detergents / Cleaning agents materials etc.	Lump sum			
12	Pest Control	Lump sum			
13	Hiring Charges of Technical Tools	Lump sum			
14	Hiring Charges of Cleaning Machineries like floor Scrubbing machine, Vacuum Machine and water jet etc.	Lump sum			
15	Service Charges (----%) Sl. No. 1 to 14	(--%)			
16	Others(Please Specify)				
Total Costs for 1 (One Year)					
In Words:-					

1. **The Financial Offer shall be furnished separately for each Court Complex and shall be prepared on the basis of the minimum manpower deployment and service requirements specified in Annexure–D for the respective Court Complex.**
2. **The bidder is requested to quote any unforeseen item, which has not been included in the above list.**
3. **The rates quoted shall be inclusive of all taxes excluding GST as applicable.**

Yours sincerely,

Name and Designation of Signatory:
Name of Bidder :
Complete Address :

Authorized Signature
[In full and initials]

10.07.2026

Registrar,
Civil Courts, Balangir