No D&SJ/RMP/EC/S.K./3(37)/2019-
Office of the District and Sessions Judge,
Kinnaur Civil and Sessions Division at Rampur Bushahr, H.P.

Dated; Rampur Bushahr, the 19th January, 2026.

Last date of receipt of tender: 20.02.2026

TENDER NOTICE

Tenders/bids from the contractors in the field of cleanliness services are hereby invited by this office on Annexure-A and B in sealed envelop/cover addressed to the undersigned on or before 20.02.2026 for providing the services of sweeping and cleanliness in the entire Circuit Court building of the District and Sessions Judge at Reckong Peo on outsource basis for a period of one year w.e.f. 01.04.2026 to 31.03.2027 on the following terms and conditions. The quotations will be opened by the Committee at Rampur Bushahr on 23.02.206 at 4.00 P.M. in the presence of tenders or their authorized representatives, who may wish to remain present. The date for opening the same will be intimated later on. The tenders received after due date shall not be entertained.

TERMS AND CONDITIONS.

1. The tenderer shall be required to furnish complete details about his/her present business, permanent address with contact No. etc. on Annexure "A" and "B".

2. Two separate sealed envelops should be used for submitting Technical bid and Financial bid. The envelops must super scribe(a) Technical bid for sweeping and cleanliness services (b) Financial bid for sweeping and cleanliness services with complete address of bidder along with mobile number and e-mail ID on the left bottom corner of the envelops.

3. The tenderer is required to send the bid security i.e. 5% of estimated cost of contract for outsourcing the service in the shape of Bank Draft/ duly pledged F.D. receipt in favour of the District and Sessions Judge, Kinnaur Civil and Sessions Division at Rampur Bushahr, which will be refunded to the unsuccessful tenderer (s) on his written request with respect thereto. Address and telephone/mobile number may be written on the reverse side of the demand draft.

4. The successful tenderer shall have to deposit 5% of the value of the contract as the Performance Security in the shape of Bank Draft/ duly pledged F.D. receipt within one week from the date of receipt of acceptance letter after adjusting the already deposited bid security amount with the tender, which will be refunded on completion of the contractual period successfully and after two months from the payment of last bill.

5. Even after awarding the said contract, the District and Sessions Judge,

Kinnaur Civil and Sessions Division at Rampur Bushahr may terminate the services of awardee contractor, if his/her services are not found satisfactory or in case of deficiency of service and to entrust the work to another contactor and to recover the entire expenses for tender from the contractor who committed default.

6. The District and Sessions Judge, Kinnaur Civil and Sessions Division at Rampur Bushahr may terminate the contract if it considers so necessary for any administrative reasons or directed by the Hon'ble High Court of H.P.

7. The material of cleanliness i.e. phenol, broom etc. will be provided by the office of Senior Civil Judge-cum-CJM, Kinnaur at Reckong Peo.

8. The tenderer has to enter into an agreement with the undersigned in respect of the above said work in accordance with the HP, Govt. Policy/ guidelines issued vide letter dated 01.7.2017 by the Finance Department.

9. The tenderer shall have the following mandatory Registration and details along with documentary proof shall be furnished, failing which bid shall not be considered.
   a) PF and EDLI Registration.
   b) ESI Registration
   c) EPF contribution
   d) Service tax Registration
   e) Should have PAN from Income Tax Department.

(Madan Kumar)
District and Sessions Judge,
Kinnaur Civil and Sessions
Division at Rampur Bushahr.

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Endst. No. D&SJ/RMP/EC/S.K./3(37)/2019- Dated; the 19th January, 2026.

Copy forwarded to:-

1. All the Courts/offices of this Division with the request to get displayed the copies of same on their respective Notice Boards for wide publicity.
2. The System Officer/Assistant of this office with the direction to upload the same on the website of this office for its wide publicity.
3. The Daftri of this office with the direction to place one copy of the same on the Notice Boards of this Court.

District and Sessions Judge,
Kinnaur Civil and Sessions
Division at Rampur Bushahr.

ANNEXURE-A.

TECHNICAL BID FORM

For providing sweeping and cleanliness services on outsource basis in the entire Circuit Court building of Districit and Sessions Judge at Reckong Peo.

Tender Notice Number and date:- No. D&SJ/RMP/EC/S.K./3(37)/2019-
Dated; 19.01.2026

1. Name of the Contractor: (Affix passport size photograph)

2. Postal Address;

3. Mobile Number /Phone Number with the name of contact person;

4. Permanent Address;

5. Details of Litigation;

6. Experience of Sweeping/Cleanliness work;

7. Date of birth (copy be annexed);

8. Qualification (copy be annexed);

9. Residential proof.

10. PF and EDLI Registration (copy be annexed).

11. ESI Registration (copy be annexed)

12. EPF contribution (copy be annexed)

13. Service tax Registration (copy be annexed)

14. Should have PAN from Income Tax Department. (copy be annexed)

Signature
(with date)
Name.....

ANNEXURE-B

FINANCIAL BID

For providing sweeping and cleanliness services on outsource basis in the entire Circuit Court building of District and Sessions Judge at Reckong Peo.

Tender Notice Number and date:- No. D&SJ/RMP/EC/S.K./3(37)/2019-
Dated; 19.01.2026.

Sr. No.	Particulars.	Rate offered.	Total.
1.	Amount to be paid as minimum wages to the cleanliness worker per month.		
2.	ESI Contribution		
3.	EPF Contribution		
4.	Total (1+2+3)		
5.	Material charges		
6.	Contractor fee/earning.		
7.	Taxes, if any.		
8.	Grand Total		

Declaration by the bidder.

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Note;

1. No other charges/levies would be payable by client.
2. There would be no increase in rates during the Contract period except the provision under the terms and conditions.

Name	
Address	
Phone No.	
Mobile No.	
Fax No.	
E-mail	