



No.DCY/ADMN/766/2025

01/03/25

Office of the
District & Sessions Judge,
Yadgir, Dated: 01.03.2025.

TENDER NOTIFICATION NO.3/2025
DATED 01.03.2025

Subject : Providing of **04** Numbers of Manpower in the cadre of Typists, Attenders and Peons in the Court of the **III Addl. District & Sessions Judge, Yadgir (Special Court for Trail of cases filed under SC/ST (Prevention of Atrocities) Act, 1989-Reg.**

- Ref**
1. Government Order No. LAW-LCE/94/2021 dated: 16.12.2024.
 2. Circular No. LD 51 LWA 2017, dated: 29.12.2017 of Labour Department R/W No.KAE 106 LWA 2021, dated: 28.07.2022.
 3. Relevant provisions of Karnataka Transparency in Public Procurement Act 1999 and Rules as amended upto date.

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Inviting Tender from the reputed Service Providers/Manpower Agencies who are interested to provide **04** Numbers of Manpower in the cadre of Typists, Attenders and Peons to work in the Court of III Addl. District & Sessions Judge, Yadgir (Special Court for Trail of cases filed under SC/ST (Prevention of Atrocities) Act, 1989.

Last date for submitting the Tender Quotations is 02.04.2025 at 05.00 P.M.

Details of man -power required for the Court of the **III ADDL. DISTRICT AND SESSIONS JUDGE, YADGIR (SPECIAL COURT FOR TRIAL OF CASES FILED UNDER SC/ST (PREVENTION OF ATROCITIES) ACT 1989)** is as follows:

Sl. No.	Name of Posts	Number of posts	Qualification required for the Post
1.	Typist	01	1)Must have passed II PUC or equivalent & 2)Must have passed Kannada and English Typewriting Senior Grade or Diploma in Commercial Practice or equivalent examination.
2.	Attender	01	1)Must have Passed S.S.L.C. or equivalent examination. 2) Must be able to read and write Kannada.



3.	Peon	02	1) Must have Passed S.S.L.C. or equivalent examination. 2) Must be able to read and write Kannada.
	Total	04	

TERMS & CONDITIONS

1. The Service Provider shall have to be registered with statutory agencies as required under Law and registered with the Commissioner for Service Tax and shall furnish a copy of the registration Certificate alongwith tender.
2. The Service Provider offering service shall have experience in providing such services/manpower to reputed organizations.
3. The Service Provider shall submit the quotation in the prescribed format attached to this Notification.
4. The Service Provider shall produce an E.M.D. of 5% of the total amount quoted in the prescribed format of the quotation by way of D.D. in favour of District and Sessions Judge, Yadgir.
5. The Service Provider shall produce the necessary certificates of related Act and Regulations in force.
6. Complying with Labour regulation etc., will be the responsibility of the Service Provider.
7. The Service Provider shall quote separate rates for Salary, P.F., E.S.I. Service Charges and other charges in figure and words and it shall not be less than the figures fixed under the Minimum Wages Act.
8. The working hours will be from 10.00 A.M. to 06.00 P.M. on all Court working days and in case of urgent requirement, the working hours will be extended and they have to work on the holidays also. However, no additional remuneration will be paid for such extended work.
9. Service Provider will have to provide the manpower with required uniform and Identity Card for the suitable job.
10. **The contract will be for a period of One year or until further orders, whichever is earlier.** However, the District and Sessions Judge, Yadgir being the Tender accepting Authority reserves the right to cancel the contract or the services rendered by the Service Provider, if the work of the manpower supplied, found unsatisfactory, inefficient and untrustworthy.



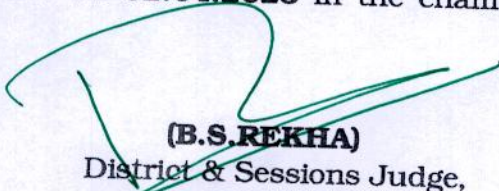
District & Sessions Court, Yadgir



11. The District and Sessions Judge, Yadgir reserves the right to extend the period of Contract for one more year, if the service rendered by the Service Provider is satisfactory.
12. The Service Provider should provide such personnel, who have requisite experience to attend the work of the said post. If the performance / Conduct of any personnel provided by the Service Provider is found to be unsatisfactory, such personnel should be replaced within three days from the date of receipt of communication from this office.
13. If the Service Provider desires to terminate the contract, he shall give one month prior written notice to the District and Sessions Judge, Yadgir.
14. 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.
15. The Service Provider shall have to submit the statement for having paid taxes to the concerned Govt. / Authority, if applicable at regular intervals.
16. The personnel deployed in the Court Complex shall maintain devotion towards duty and integrity. Professional competence will not be compromised. The selection of the Service Provider will be made purely on past reputation, dependability and credibility. Merely quoting of lowest rates will not make any Service Provider an automatic choice for selection. The decision of the District and Sessions Judge, Yadgir in selection of the Service Provider will be final.
17. Formal agreement will have to be executed before the commencement of the job by agreeing the terms and conditions.

The sealed cover shall be superscribed as "**TENDER FOR PROVIDING SERVICE OF TYPIST, ATTENDER AND PEON TO THE COURT OF III ADDL. DISTRICT AND SESSIONS JUDGE, YADGIR (SPECIAL COURT FOR TRIAL OF CASES FILED UNDER SC/ST (PREVENTION OF ATROCITIES) ACT 1989)**"

The sealed tenders shall reach the undersigned **on or before 5.00 p.m. on 02.04.2025** and will be opened at **5.30 p.m. on 02.04.2025** in the chamber of District and Sessions Judge, Yadgir.


(B.S. REKHA)
District & Sessions Judge,
Yadgir.

Copy to:
The Registrar General, Hon'ble High Court of Karnataka, Bengaluru, with a covering letter.



Copy forwarded to, for wide publicity:

1. The Prl. City Civil and Sessions Judge, Bengaluru City, the Chief Judge, Court of Small Causes, Bengaluru and the Prl. District & Sessions Judge, Bagalkote / Ballari / Bidar / Bengaluru Rural / Chamarajanagar / Chikkamagaluru/ Chikaballapur / Chitradurga / Davanagere / Dharwad / Dakshina Kannada / Gadag / Hassan / Haveri / Kalaburagi/Koppa / Kodagu-Madikere / Koppal / Mandya / Mysuru / Ramanagar / Raichur/ Tumakuru / Udupi / Uttara-Kannada / Vijayapura/Shivamogga.
2. The Director, Department of Public Information and Publicity, No.17, Bhagwan Mahavir Road, Bengaluru 01, with two copies of Notification with a request to publish in the Gazette, for wide publicity.
3. The District Information Officer, Yadgir.
4. All the Courts of this unit through e-mail.
5. Software Technician of this unit-to Web-host.
6. Court Notice Board.
7. Office Copy.



APPLICATION

TENDER FOR PROVIDING SERVICE CONTRACT OF TYPIST, ATTENDER AND PEON TO WORK IN THE COURT OF III ADDL. DISTRICT AND SESSIONS JUDGE, YADGIR (SPECIAL COURT FOR TRIAL OF CASES FILED UNDER SC/ST (PREVENTION OF ATROCITIES) ACT 1989)

1. Name and Full Address :
of the Service Provider
2. Whether registered/renewed:
the registration for the
current year
3. If so, class of registration :
4. Details of remuneration :
to the Manpower

Sl. No.	Manpower required in different Cadre	No. of persons required	Base Salary for each manpower	E.S.I.	P.F.	Service Tax/ G.S.T.	Grand Total
1	Typist	01					
2	Attender	01					
3	Peon	02					
	Total	04					

DECLARATION

I _____ the designated authority of the firm do hereby declare that I have read all the terms and conditions as mentioned under the Tender Notification and rules & regulations and to hereby undertake to bind by the said terms and conditions of Circular No.LD 51 LWA 2017 dated: 29.12.2017 of Labour Department and Relevant provisions of Karnataka Transparency in Public Procurement Act 1999 and Rules as amended upto date.

Signature of the authorised persons of the firm with seal