TO.NO-3077/25

IN THE COURT OF DISTRICT & SESSIONS JUDGE, YADGIR

E-mail: pdj.yadgir@gmail.com

SHORT TERM TENDER NOTIFICATION No. 02/2025 (Menials-outsource)
Dated: 13.08.2025

Sub : Providing manpower for sanitation and cleaning services to the courts of Shahapur and Shorapur, Dist: Yadgir - Reg.

Ref : 1. letter No. LCA II 82/2007 dated: 05/02/2018, dated: 05/06/2018, dated: 02/05/2025 of Hon'ble High Court of Karnataka, Bengaluru.

2. Letter dated: 17/01/2018 of Under Secretary to Government (ADMI) Law Department Bengaluru.

3. G.O. No. FD 3 TFP 2017 dated: 07/07/2017 Government of Karnataka.

4. Letter No. LCAII 118/2017 dated: 28.04.2018 of the the Hon'ble High Court of Karnataka, Bengaluru.

5. Relevant provision of Karnataka Transparency in Public Procurement Act 1999 and Rules as amended till date.

6. G.O. No. LAW/139/LAM/2019(1) dated: 19/12/2019 (Rs. 8000/- wages p.m.

7. G.O. No. LAW-LAC/16/2023 dated: 07/03/2025 (enhanced wage of Rs. 2000/- p.m)

8. Circular No. DJA-157/2025 (e-procurement) dated: 25/04/2025 of the Hon'ble High Court of Karnataka, Bengaluru.

9. Letter No. DJA/82/2007 dated 27.06.2025 the Hon'ble High Court of Karnataka, Bengaluru

10. This office note and orders passed thereon dated: 04.08.2025

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Sealed short Tenders are invited in the prescribed format attached to this Notification from the reputed service providers/Manpower agencies to provide service of suitable number of menial staff for sanitation and cleaning of the Court complex Yadgir.

Last date for receipt of application: 23.08.2025 at 5.30 PM.

TERMS AND CONDITION

1) The service provider shall be registered with statutory agencies as required under law and also registered with the commissioner for service tax and shall furnish a copy of the registration certificate along with tender.

2) The service provider shall have an experience in providing such services/manpower to the reputed organizations.

3) The service provider shall produce an EMD of 2% of total amount by way of DD in favour of the District and Sessions Judge, Yadgir.

4)The services shall include both basic cleaning and deep cleaning of total area is around 2250 Sq. Meters for each floor in Shorapur Court complex which includes 04 Court Halls, 04 Judicial Officers Chambers, 04 Steno Rooms, 01 Property Room, 01 Record Room, 01 Server Rooms, 01 Computer Room, 01 Process Room, 01 Copying Section, 01 Pending Room, 01 VC Conference Room, 02 Public toilets and 04 Private toilets in first and second floor each, 01 lockup room, 01 stationary room, 01 Mother Child room, 04 small corridors including court building surrounding area. All the areas of the court complex with brooms and moping in order to keep it clean & hygienic condition by usage of safe consumables. Any other activity to make the court complex clean and hygienic all the time.

And The services shall include both basic cleaning and deep cleaning of total area is around 900 Sq. Meters for each floor in Prl. Civil Judge Court building Shahapur and 1200 Sq. Meters in Addl. Civil Judge Court building at Shahapur and which includes 03 Court Halls, 03 Judicial Officers Chambers, 03 Steno Rooms, 01 Property Room, 01 Record Room, 01 Server Rooms, 01 Computer Room, 01 Process Room, 01 Copying Section, 01 Pending Room, 01 VC Conference Room, 02 Public toilets and 04 Private toilets in first and second floor each, 01 lockup room, 01 stationary room, 01

Mother Child room, 04 small corridors including court building surrounding area. All the areas of the court complex with brooms and moping in order to keep it clean & hygienic condition by usage of safe consumables. Any other activity to make the court complex clean and hygienic all the time.

5) Complying with Labour regulation etc., will be the responsibility of the service provider.

6) The working hours will be from **08.00 AM to 04.00 PM** on all court working days and in case of urgent requirement they may have to extend working hours during working days as well as in the holidays. However, no wages will be paid for the extended period.

7) The service provider will have to provide the manpower with required uniform and ID card for the suitable job.

8) The contract shall not be sub-leased to any other individual.

9) There should not be any room for complaints from litigants, Advocates and Staffs about the work and conduct of provided man powers. They should work as per the directions issued by the undersigned in this behalf.

10) Payment will be made on receipt of the particulars out of the allotment available in the court for the said purpose at the end of each month, subject to works carried out satisfactorily.

11) The contract will be for the period of 01 year or until further orders, whichever is earlier. However, the **District and Sessions Judge, Yadgir.**, who is the tender accepting authority has reserved the right to cancel the contract of the services rendered by the service provider, if not satisfactory, efficient & trustworthy without any prior notice.

12) The personnel provided by the service provider shall maintain good performance/conduct. If in case, performance/conduct of any personnel not satisfied, such personnel shall be replaced within three days from the date of receipt of communications from this office.

13) If the service provider desires to terminate the contract, he shall give one month prior notice in writing 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 concern government/ authority, if applicable at regular intervals.

16) The service provider shall have to submit the statement for having paid salary to the workers every month.

17) The personnel deployed in the court complex shall maintain devotion towards duty. Integrity of them will not be compromised.

18) The tenderer shall quote separate rates for wages/salary, PF, ESI, Service charges and Service Tax and other charges in figures and words.

19) The final quote will be accepted under the intimation to the Hon'ble High Court of Karnataka, Bengaluru.

20) The Tender Accepting Authority reserves the right either to accept or to reject any application without assigning any reason.

21) The cleaning persons provided by tenderer to ensure the smooth handling of the equipments and materials provided by court for cleaning purpose. Also to ensure that no harm is done to the purpose, facilities and fixtures available in the wash rooms and the court complex.

22) The selection of the service provider will be made purely on past reputation, dependability and credibility. Merely quoting of the 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.

23) After acceptance of the tender, the tenderer shall deploy his personnel within 7 days from the date of acceptance of the tender and if he fails to attend the sanitation service within the said period, 10% of the tender accepted amount will be deducted from the EMD for each week.

24) Formal agreement will have to be executed before the commencement of the job by agreeing the terms and conditions.

The sealed quotations are to be sent to **District and Sessions Judge, Yadgir** on or **before 23.08.2025 at 5.30 PM** and will be opened **on 28.08.2025 at 5.30 PM.** The sealed cover shall be super-scribed as **"TENDER FOR PROVIDING OF SERVICE CONTRACT FOR MENIALS/CLEANING STAFF".**

(MARULASIDDARADHYA.H.J)
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 Deputy Commissioner, Yadgiri.
3. 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.
4. The District Information Officer, Yadgir.
5. All the Courts of this unit through e-mail.
6. Software Technician of this unit-to Web-host.
7. Accounts Branch of this office.
8. Court Notice Board.
9. Office Copy.

APPLICATION

SHORT TENDER NOTIFICATION: /2025 (Menials-outsource)
Dated: 07.08.2025

FOR PROVIDING CLEANING SERVICE CONTRACT TO THE COURTS OF YADGIR DISTRICT HEAD QUARTERS

The following duly filled format is to be furnished by the short tenderer

1	Name and Full Address of the Service Provider with contact No. and E-mail ID	
2	Whether registered/renewed the registration for the current year (Please enclose self attested copy)	
3	If so, class of registration	
4	Experience	
5	EMD Details	
6	Total Bid Amount	

DECLARATION

The designated authority of the firm do hereby declare that, I have read all the terms and conditions as mentioned under the tender notification, rules and regulations and do 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.

Place:
Date:

Signature of the Authorized person of the firm with Seal