

OFFICE OF THE DISTRICT & SESSIONS JUDGE, LUDHIANA

TENDER NOTICE

Sealed separate tenders are invited from willing outsourcing registered organizations/ agencies for allotment of contract of work of housekeeping, cleaning and Sweeping (Sweepers) and greenery and plantation work (Malis) service in the premises of the Sub-Divisional Courts Complex, Samrala, having area of 87210 Sq. Feet (for the work of housekeeping) and 31408 Sq. Feet (for horticulture/ gardening work) for the period from 1.5.2024 to 31.3.2025 which can be extended further by the competent authority subject to satisfactory performance of services.

The agency/ organization shall deploy 6 Sweepers & 5 Malis (at the approved rates of Deputy Commissioner, Ludhiana) for managing the intended work. Said organization/ agency shall ensure proper and efficient cleaning, on six days of the week of these complexes which includes entrance lounges, corridors, rooms, officers' chambers, cleaning of windows, panes and room doors, lavatories including all sanitary filling viz. Urinals, wash hand basins, glazed tiles, sinks, water coolers etc. and swabbing them with water mixed detergent and liquid phenyls etc. It shall also ensure proper maintenance and development of complete plantation work which includes watering plants, shrubs, saplings, trees daily (except on rainy days) preferably in the morning & evening, weeding and hoeing of the planted area, filling up the gaps / mortalities, pruning / trimming of plants, shrubs, herbs, hedges & beds etc., manuring of plants and trees as and when required, spraying of appropriate insecticides, pesticides, fungicide etc., removing the dead leaves, cleaning the area including disposal of waste, twigs, garbage on day to day basis, making bunds to the plants wherever required, adding fertile soil and manure to the roots of the plants wherever necessary, and other maintenance work which may be essential.

The tender shall be accompanied by the necessary documents required under relevant law/ rules for said purpose and also for ascertaining the financial status of the tenderer. The agency/ firm shall specifically and separately mention details of GST in their tender

and tenders shall not be entertained without specific details of GST. Complete details/ terms and conditions can be obtained from the office of undersigned on any working day from 03.04.2024 onwards. The agency may also visit the concerned venue to make assessment regarding the work to be allotted at own level. The last date for receipt of tenders will be 18.04.2024 and tenders will be opened in the presence of tenderers or their authorized representatives, who choose to attend the opening of tenders on 20.04.2024. This office will not take any responsibility for any postal delay and tenders received after due date will not be accepted.

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District & Sessions Judge,
Ludhiana

Endst. No. 578/6 dated, Ludhiana the 01-04-2024
Copy forwarded to the followings: -

1. All the District & Sessions Judges in the State of Punjab, with a request to display the notice on the notice boards of their Courts;
2. All the Judicial Officers working in this Sessions Division, for displaying the notice on the notice board of their respective Courts;
3. The Editor, *Punjab Tribune, Ludhiana*, with a request to publish the above-said notice in minimum readable space block in English Script and to send the bill for payment;
4. Daftri of this Court to affix this tender notice on the notice board of this Court.

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District & Sessions Judge,
Ludhiana