DISTRICT LEGAL SERVICES AUTHORITY :: BHADRADRI KOTHAGUDEM.

Dis.No. 732 Dated:21-07-2026.

TENDER NOTICE

Sub:	Public Services – Outsourcing – Outsourcing Services in Government Departments – Supply of manpower through Outsourcing Agencies to the unit of District Legal Services Authority, Bhadradri Kothagudem – Quotations for supply of manpower – Call for – Regarding.
Ref:	The proceedings of the District Collector and Chairman, District Outsourcing Committee, Bhadradri Kothagudem vide Rc.No.A1/Outsourcing/999/2023, dated 16-06-2023.

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The Sealed Quotations are hereby called for from the existing Outsourcing Agencies for supply of manpower for the present vacancies and upcoming vacancies on Outsourcing basis to the District Legal Services Authority, Bhadradri Kothagudem.

TERMS AND CONDITIONS:

1. The Outsourcing Agency shall take the remuneration of Typist-cum-Assistant is Rs.19,500/- P.M. and Office Subordinates is Rs.15,600/- P.M. and to make proper remittances of EPF-25% (Employer's contribution 13% + Employee Contribution 12%) ESI 4.0% (Employer's contribution 3.25% + Employee contribution 0.75%) GST-18% to the respective organizations every month and such particulars of remittance challans of EPF/ESI/Service Tax along with the ECR (list of names) shall be furnished to the undersigned while claiming the bill for the subsequent month.

2. The Outsourcing Agency, after getting the Work Order from the undersigned shall furnish the details to the Labour Department and obtain license under section-7 & 13 of the said Labour Act, 1970.

3. The terms and condition of G.O.Rt.No.4459, dt.27-12-2006 and G.O.Rt.No.4271, dated 1-11-2008 are applicable to all the Outsourcing Agencies.

4. Payment will be made by way of online payment against their Outsourcing Agencies.

5. The allotment of work will be for a period of one year, if not satisfied may be terminated at any point of time.

6. The Outsourcing Agencies who are filing quotations have to mention the amount of security deposit for the Welfare of the Outsourcing employees, which shall highest or equivalent to (01) month remuneration of all the Outsourcing employees.

(9) members i.e. Typist-cum-Asst./DEO(03); Record Asst. (01); Office Subordinates (04) and Sweeper-cum-Watchman (01).

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The quotations shall reach this office in a sealed cover on or before 01-08-2026.

The Quotation with insufficient information and received after due date will not be entertained.

The Prl.District Judge-cum-Chairman, District Legal Services Authority, Bhadradri Kothagudem reserves the right to accept or reject all or any of the tenders without assigning any reasons.

Note: Who are willing to submit highest security deposit will be considered as successful bidder.

Prl.District Judge-cum-Chairman
District Legal Services Authority,
Bhadradri Kothagudem.

To

All the Outsourcing Agencies.

Copy to:

1. The Notice Board.
2. The System Officer, e-Courts Section, District Court, Bhadradri Kothagudem with a direction to place the same in the District Court website.