



**PONDICHERY UNIVERSITY**  
(A Central University)  
**SANITARY WING**

**HOUSEKEEPING SERVICES - NOTICE INVITING TENDERS**

Sealed tenders are invited for the **Housekeeping services** to the buildings in the **University Campus** / from the registered and reputed **Housekeeping Agencies** / contractors for the following works, under two cover bid system.

S.No.	Name of work	EMD in Rs.	Period of contract	Last date for receipt of tenders	Date of Opening
01	Sanitation and General cleaning services for the buildings /Roads/ Garbage etc in the University campus/ Karaikal campus/ Community college campus (Man power and materials)  (Scope of work is extendable to other buildings based on performance & requirements).	5% of the total quoted amount for one year. (for each schedule separately)	One year (Extendable upto two years)	26.11.13 upto 3.00 p.m.	26.11.13 at 3.30 p.m.

The tender schedule in the prescribed tender form with terms & conditions can be download from the university web site [www.pondiuni.edu.in](http://www.pondiuni.edu.in) and submit along with **Rs. 520 /-** in the form of **demand draft** from any one of the nationalized banks payable at Puducherry, drawn in favour of the **Finance officer**, Pondicherry University.

**Date: 08.11.2013**

**REGISTRAR**

## Submission of Tender

The tender will be submitted in three separate sealed envelopes all put together in another sealed envelope.

1. The first envelope will contain the full credentials of the firm, list of clients, experience in the field, annual turn over, modern machines & equipments available with the firm and which are proposed to be used in our buildings, regular or contract man power available etc, and the other details as required in Form-I
2. The second envelope will contain the DD for Rs.520 /- and another DD for the 5 % EMD amount for each schedule separately.
3. The third envelope will contain the price bid.
4. All the three will be sealed separately and put together in another sealed envelope and submitted to the university.
5. The price bids of only such firms will be taken in to account who are prequalified based on their credentials, by a duly appointed committee of the university.
6. The EMD should be in the form of demand draft for each schedule separately from any one of the nationalized banks payable at Puducherry, drawn in favour of the Finance Officer, Pondicherry University.
7. The Pondicherry University reserves the right to accept or reject any or all tenders without assigning any reason there off.
8. The tender duly filled-in has to be placed in the **tender box** kept in the reception counter at Administrative Block, Pondicherry University, or may be sent by Registered / Speed post, so as to reach the university before the stipulated time. The university will however, not accept any tender received late due to postal delay.
9. The copy of the evidence regarding registration and experience to be enclosed
10. The envelope shall be super scribed "**Tender for housekeeping services for the buildings in the university campus**".
11. Tenders without submission of details, prescribed in the Form – I and EMD will be rejected
12. The financial bids (Form – II) of only those agencies, which are pre-qualified, based on the details furnished in Form – I will be opened and taken into account.
13. You are advised to **inspect** the respective buildings mentioned in the Schedule of work (Form – II) before quoting the rates.
14. For any clarifications you may be contact the **Assistant Engineer-I** cell. no. **94422 23246** of Sanitary Wing.

**REGISTRAR**



**7. Previous experience in this field**

:- Successfully executed contracts of similar nature of work and magnitude in the last 3years. (Proof of certificates to be enclosed for consideration)

**(a) Govt. organizations**

:- Indicate full details, like name of the organization, Period of engagement, number of employees deployed, nature of services provided etc, and enclosed copy of order/ Performance certificate etc.

**(b) Private organizations:** In the last 3 years (with full details as above and enclosed)

**7. Furnish the name of cleaning Tools & Equipments will be used**

:-

S.NO	Name of Tools & Equipments
1	
2	
3	
4	
5	
6	
7	
8	
9	

**8. Cleaning materials details with Quantity for each items including rate / amount**

:- Enclose Separate sheet – for each building compulsory (to be signed by the contractor).

**9. Other relevant details**

:- (a) Say whether your quote for labour payment is based on the present minimum wage structure as per Ministry of labour and Empolyment- Govt of India.

**- Yes or No**

(b). If say ‘yes’ quote the present minimum wage for one labour sweeping and cleaning puducherry(UT) as per Govt of India. **Rs.....**

(3)

**10. EMD details (5% of the total bid amount for one year) for each schedule separately.**

**1. D.D. No :-**  
**2. Date :-**  
**3. Amount :-**

**11. Cost of Schedule details**

**1. D.D. No :-**  
**2. Date :-**  
**3. Amount :-**

**12.** I here by undertake to obey the Central labour act / under the Government of India for labour wages payment and Insurance etc. I also hereby agree to consider as disqualified bid for evaluation, if there is any discrepancy / violations regarding minimum labour wages payment, ESI, EPF, and other Tax's as per Govt of India labour act and other terms & conditions for eligibility criteria as per our requirement.

I am ready to accept that the quoted bid shall remain valid for 3 months from the date of receipt of tender. I also hereby agree that the bid evaluation will be disqualified, if I have submitted more than one bid against your terms and conditions, and if I have not registered/possessed valid license from the central labour Department Govt. of India.

**SIGNATURE  
OF THE FIRM / CONTRACTOR**

**\* Note: Envelope to be super scribed "Details of performance and experience"  
(Form -1)**

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## ANNEXURE – I

### SCHEDULE - I

Housekeeping work for the following buildings in the university campus

<b>S.No</b>	<b>Name of the Buildings</b>	<b>Minimum No. of Labour to be engaged per day</b>
1	Administrative building	8
2	Students Service Centre	1
3	Thiruvalluvar Stadium	2
4	Department of Management Studies	2
5	School of Management	8
6	School of Performing Arts & Theater	2
7	Centre for Electronic Media	1
8	Department of Physical Education	1
9	Central Library	6
10	Library Annexure building	3
11	Rajiv Gandhi Cricket Stadium	2
12	Examination Wing	6
13	Department of Library Information Science	1
14	Lecture Hall Complex- II	3
15	School of Tamil	3
16	School of Humanities & Social Sciences	13
17	Departments of Electronic Media & Mass Communication	3
18	UMISARC building	3
19	Horticulture wing	1
	<b>Total</b>	<b>69nos</b>

Signature

**Name & Address of the  
Firm / contractor:**

## ANNEXURE – I

### SCHEDULE -II

Housekeeping work for the following buildings in the university campus

S.No	Name of the Buildings	Minimum No. of Labour to be engaged per day
1	Directorate of Distance Education	3
2	Department of Physics	3
3	Departments of Mathematics & Statistics	3
4	Lecture Hall Complex- I	3
5	Department of Bio Technology	3
6	Mathematics Additional building	2
7	Centre for Pollution Control	3
8	Day Care Centre & Pre Primary School	2
9	Shopping Complex	1
10	Science and Humanities Block-I	6
11	Science and Humanities Block-II	6
12	Animal House Building	1
13	Department of Chemistry & Additional lab	4
14	CIF	3
15	IPLS	1
16	Bio Informatics	3
17	Department of Earth Science	6
19	Old Estate office building	1
19	Green energy Technology	4
	<b>TOTAL</b>	<b>58 nos</b>

Signature

Name & Address of the  
Firm / contractor:

## ANNEXURE – I

### SCHEDULE -III

Housekeeping work for the following buildings in the university campus

S.No	Name of the Buildings	Minimum No. of Labour to be engaged per day
1	Academic Complex Building (Food technology)	4
2	Gents Gym	1
3	Ladies Gym	1
4	University Health Centre	1
5	Pavendar Bharathidasan	1
6	Subramanya Bharathiyar	1
7	Kamban	3
8	Tagore	3
9	Kalidass	3
10	Valmigi	3
11	Kannadasan	3
12	Kabirdass	3
13	Ilango Adigal	3
14	Moulana Abul kalam	3
15	Dr. Sarvepalli Radhakrishnan	3
16	C.V.Raman Gents hostel	6
17	Cauvery	3
18	Sarashwathy	1
19	Ganga	3
20	Yamuna	3
21	Kalpana Chawla	3
22	Meadam Curie Ladies hostel	7
23	Transit Hostel	1
24	Guest house II	2
25	V.C's official residence	2
	<b>TOTAL</b>	<b>71 nos</b>

Signature

Name & Address of the  
Firm / contractor:



## ANNEXURE - I

### PONDICHERRY UNIVERSITY SANITARY WING

**Name of the Work :** Garbage, Dust bin and Road Cleaning work in the University campus including Silver Jubilee Campus and Eastern side of the campus.

#### SCHEDULE – IV

S.No	Nature of the Work	Minimum No. of Labour to be engaged per day
1	Campus Roads (single & double lanes) and side berms cleaning	i). <b>15 nos.</b> ( Man power with materials for cleaning and collection of waste generated at all locations) ii). Tractor with Tipper & including driver
2	Cleaning of Dust bins RCC, Permanent, Plastic and movable- Wherever available in the entire campus daily.	i). <b>5 nos.</b> ( Man power with materials for cleaning and collection of waste generated at all locations) ii). Tractor with Tipper & including driver

**Note:**

1. Working days: 6 days in a week except Sunday and other special holidays as per directions of the in charge.
2. Working hours: 7.30 a.m to 5.00 p.m
3. Separate Tractor with Tipper & including driver to be engaged for each above said work.
4. Compulsorily both tractors utilizing for the above said works should be with GPS arrangement in good working conditions at your cost for watch and ward by the authorities.
5. Daily **15nos** of labour for road cleaning work & **5nos** of labour for dustbins cleaning should be engaged with proper attendance registrar. Absentees in daily labour engagement will be taken into account for deduction in payment.

**Signature**

**Name & Address of the  
Firm / contractor:**

# **ANNEXURE – I**

## **SCHEDULE -V**

**Housekeeping work for the buildings in the KARAIKAL University Campus**

<b>S.NO</b>	<b>Name of the Buildings</b>	<b>Minimum No. of Labour to be engaged per day</b>
<b>1</b>	Office premises, Academic buildings, Gents & Ladies hostels, University Guest house etc, and all over the campus	<b>15 nos</b>

**Name & Address of the Firm / contractor:**

**Signature**

# ANNEXURE – I

## SCHEDULE -VI

Housekeeping work for the buildings in the Community College University Campus at  
LAWSPET, Puducherry-605008

<b>S.NO</b>	<b>Name of the Buildings</b>	<b>Minimum No. of Labour to be engaged per day</b>
<b>1</b>	Office premises, Academic buildings, etc, and all over the campus	<b>10 nos</b>

**Signature**  
**Name & Address of the Firm / contractor:**

## **Annexure -II**

### **PONDICHERRY UNIVERSITY**

#### **SANITARY WING**

#### **Nature of work in Departments, Schools & Office buildings: (Schedule I to III (part), V, VI)**

1. Cleaning of all the floors, walls & ceiling of the buildings daily to be completed before 9.00 am.
2. All the toilets should be cleaned 3 times daily with cleaning materials, 1<sup>st</sup> cleaning before 9.00 am.
3. Cob webs to be removed daily
4. Once in 15 days all the toilets to be cleaned by acid wash.
5. The surroundings of the buildings to be maintained neatly and unwanted plants & vegetations near by the buildings to be removed.
6. Labour should be present in the respective posting place during the working hours
7. Mopping of floors with cleaning materials, appropriate machines, tools, disinfectant solution in faculty / Officer's Chambers, computer labs, seminar halls, and common areas & corridors etc to be done daily once.
8. All the wooden doors, windows, wall panels, Aluminum partitions and glass doors & windows to be cleaned once in a week with specific materials
9. Waste generated from the buildings to be removed daily twice and placed in the waste bins or specifically identified locations.
10. In the academic buildings all the class rooms to be cleaned daily.
11. Cleaning of water coolers once in a month.
12. Class room tables and chairs to be cleaned **daily before starting of classes.**
13. Cleaning of stairwells, walls, furniture & fixtures in corridors & lobbies wherever applicable.
14. Timely replenishment of toiletries and consumables in the appropriate hygiene areas.
15. Sanitary disposal units are clean and functional
16. The cleaning of staircase, lobby area, parking area and other common area to be done daily once.

(2)

17. The number of labour indicated is the minimum and wherever & whenever required, the firm will engage additional manpower without extra cost to the university for satisfactory work performance.

18. The agency / firm should engage supervisor to supervise the work and labour at no extra cost.

19. The building **terrace** should be clean weekly once.

**Name & Address of the  
Firm / contractor:**

**Signature**

**Terms and conditions (Schedule I to III (part),V, VI)**

1. Men and Materials are to be supplied by the contractor.
2. All the labour should keep up the time **In** and **Out** and the firm should ensure strict punctuality.
3. All the labour should keep the **personal Diary** to get signature from the client's representative at the place of work daily.
4. The labour receiving cleaning materials from the contractor should enter in to their personal diary whenever they received.
5. The **personal Diary** will be verified by the Sanitary Inspector / Assistant Engineer of sanitary wing daily.
6. There should be **no sub-contracting** of the work.
7. Without getting approval from A.E / S.I of sanitary wing the contractor should not change the labour.
8. The daily attendance registers of the worker to be verified by the A.E / S.I of sanitary wing daily.
9. The contractor or his Supervisor should report daily to S.I / A.E. of sanitary wing.
10. Wherever required work pertaining to additional buildings may be allotted to the firm at proportional rates and the number of labour must be proportionately increased.
11. The stock of the cleaning materials used in each building must be shown to the A.E / S.I as and when demanded.
12. The contractor should give I.D card to his labour before starting the work.
13. The labour should come to the university strictly in the **Uniforms of the firm**.
14. In case of absentees, alternate labour should be arranged by the contractor himself or otherwise that day's salary besides penalty of Rs.500 per missing labour per day will be deducted by the University.
15. The daily work will be modified and assessed by the A.E / S.I of sanitary wing.
16. Working hours is **7.30** am to **5.00** pm on **all working days** in a week, except Saturday ie. From 7.30 am to 4.00 pm.
17. All the weekdays will be working days except Sundays and other gazetted festival holidays. No extra charges will be given for the labours engaged on holidays in the buildings wherever required (ie) especially at Library, COE, Health Centre etc and in

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the other buildings during exams / functions etc. **The rate should be quoted by the contractor for one month.**

18. In toilets **Perfumed disinfectionary cakes** to be provided both in **wash basins and Urinals.**

19. The toiletry items like Tissue Paper roll, Hand Wash Gel, Garbage Bags, and other regular cleaning consumables shall be supplied by the firm.

20. Regular maintenance of high traffic areas such as public areas, corridors and toilets at increased frequency based on usage patterns.

21. Electricity, water and the on-site storage space for the equipment & consumables shall be provided by the client (without any extra charge)

22. In case of any complaints regarding sanitary work, the labour should report immediately to S.I / A.E. of sanitary wing.

23. If Complaints were received from the users of the building regarding cleaning services, the university authorities will take necessary action by imposing penalty ranging from Rs.500 to Rs.3000 per day depending up the seriousness of the lapse.

24. The list of labours with names engaged for the above work location wise is to be intimated to office in advance.

25. The activities of the labour should be strictly adhered within the contract system.

26. All labour laws and law of the land will also be applicable.

27. No loitering by the labours will be allowed within the campus.

28. The period of contract is for one year and it may be extended for one more year if their performance is satisfactory.

29. The firm if awarded the work will have to sign an Agreement with the University with suitable clauses.

30. The bills will be settled by the firm on the issuance of satisfactory certificate from the concerned department officials as directed by the A.E / S.I of sanitary wing.

31. The firm will be responsible for discipline of the persons engaged by them and case of any misconduct of any nature by any persons noticed by the university authority the firm will takes immediate action on such personnel.

32. If there is any difference of opinion on the nature of work to be carried out by the firm, the university authorities' decision will be the final.

33. For cleaning purpose using of Machineries equipment is preferable.

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34. The selected firm / contractor has to furnish performance security in the form of Bank Guarantee/DD for an amount equal to 5% of the total bid amount for one year (each schedule separately) valid for 26months from the date of award of the contract. Performance Guarantee shall be submitted with in 10days from the date of award of work.

35. The Form I and II should be submitted only in the prescribed format as per our tender requirement. Other than that will not be considered / disqualified.

36. Incomplete tender in the Form I and II will not be considered / disqualified.

37. The contracting agency will ensure payment by the 5<sup>th</sup> of every succeeding month to their employees as per the monthly charges quoted without any deductions.

38. The contracting agency will submit the invoice for claiming payment should submit along with the following supporting documents for processing to every month.

(i). Details of disbursement made to the staff for each payment.

(ii). Proof of payment of statutory obligations such as EPF, ESI and other applicable tax.

(iii). Payment to the contracting agency will be released within 15days from the date of receipt of the invoice, if submitted properly as said above.

39. For absence of staff on any working day, will be deducted from the payment as per norms. If alternative has not been arranged as per our direction.

40. In case, if additional / extra housekeeping staff required, the contractor must be in a position to provide at the same quoted rates.

41. The contractor must be in a position to provide additional outsourcing manpower on different categories as an when required by the authorities at the approved rate of the client as per norms / directions of the incharge.

42. The tender will be evaluated and compare the bids determined to be substantially responsive, i.e. which are properly signed, enclosures (documentary evidence) and confirm to the terms and conditions as per the tender.

43. Notwithstanding the above, the authorities reserves the right to accept or reject all tender without assigning any reason thereof at any time prior to the award of the contract.

44. Labour wages should be made within the specified date every month in the presence of authorities / authorized person as directed, if necessary.

45. The contract can be terminated / curtailed without giving any notice.

**Signature**

**Name & Address of the  
Firm / contractor:**



(6)

**Nature of work in Hostels (Schedule III)**

1. All corridors, common rooms, recreation room, T.V room, open duct space and terrace of the buildings should be cleaned daily.
2. Working hours is 7.30 am to 5.00 pm. On all weekdays except on holidays i.e. 7.30am to 4.00pm.
3. Cleaning of all the floors, walls & ceiling of the buildings daily.
4. All the toilets should be cleaned 3 times daily with cleaning materials.
5. Cob webs to be removed daily.
6. Once in 15 days all the toilets to be cleaned by acid wash.
7. In hostels there will be **No holidays**. So the contractor has to keep reserve labour for working during Sundays and other gazetted holidays.
8. The surroundings of the buildings are to be maintained neatly and unwanted Plants & vegetations and waste materials are to be removed from inside fencing of the each hostel premises as directed by the incharge.
9. Mopping of floors should be done daily twice with cleaning materials in common verandahs, recreation room, T.V room, & office premises.
10. Cleaning of water coolers should be done once in month compulsorily with proper record maintenance.
11. The labour should keep the **personal Dairy** to get signature form the concerned office staff daily.
12. The approach roads and vehicles stand of the hostels must be cleaned daily.
13. Waste water drainage is to be cleaned once in a week.
14. Supervisors should be separately posted to supervise the work for Gents and Ladies hostels individually at no extra cost.
15. The number of labour indicated is the minimum and wherever & whenever required, the firm will engage additional manpower without extra cost to the university for satisfactory work performance.

**Signature**

**Name & Address of the  
Firm / contractor:**

**Annexure -II**  
**PONDICHERRY UNIVERSITY**  
**SANITARY WING**

**For Schedule no. IV - Nature of Campus cleaning work**

**I. Road cleaning work.**

1. Daily cleaning of entire roads in the university campus including Silver Jubilee campus.
2. All the double roads, single road, approach roads and crossing of the buildings should be cleaned.
3. Removal of silt deposited on the road sides.
4. All the waste materials like, plastic cup, paper, biscuit pack covers, polythin papers should be removed on the adjacent roads upto 5 mts.
5. Clearing of stagnated water in the roads.
6. Removing of grass & other plants present in the roads.
7. Any other work assigned by the Assistant Engineer / Sanitary Inspector.

**II. Waste collection and Disposal work.**

1. Clearing of Garbage, solid waste and other waste materials from road cleaning work.
2. Cleaning & removing of wastes form RCC dust bins, Open place dumping points, at all the university buildings brick wall dust bins ( Quarters premises ) and PVC dust bins along the entire roads on either sides in the campus.
3. Wastes generated from Guest house cum convention centre.
4. Wastes generated including food waste from all Canteens, Mess blocks, Bank and shopping complex, etc.
5. The collected waste /garbage's are to be transported to dumping yard or deposited in the excavated pit and filling with earth etc at no extra cost. Firing of waste should not be done at any cost inside the campus.
6. Clearing and dumping of debris wherever identified by the sanitary staff in the identified / earmarked area as above stated either within the university campus.
7. Any other work assigned by the Assistant Engineer / Sanitary Inspector.
8. If there is any difference of opinion on the nature work to be carried out, the university authorities' decision will be final and such work has to be carried out.

**Terms and conditions (Schedule IV)**

1. All the man power and materials of the above work to be borne by the contractor.
2. The labourers engaged including driver for the above work have to wear the uniform/ I. D Cards prescribed by university authorities.
3. The name list of labourers carrying out the above work should be furnished to this office in advance.
4. The labour should not enter any premises of residential /Hostel/ departments and other establishments.
5. Protective gears / clothing's are to be obtained and used by the contractor only.
6. The instruments such as Brooms, pedals, hues axes, crowbars etc, are to aranged by the contractor only.
7. For transportation purpose vehicle has to be arranged by the contractor only including driver.
8. The vehicle used should be registered with R T O (including periodical F.C).
9. The driver should have valid driving license.
10. The contractor may carry out the above work with any other appliances as necessitated by the nature of work mechanical devices can also be used.
11. The work has to be carried out between 8.00 am to 4.00pm.
12. The daily work will be assessed and modified by the Assistant Engineer / Sanitary Inspector.
13. While transporting the waste care should be taken to avoid spillage enrout area of the work.
14. The above cleaning work has to be carried out for the entire campus.
15. All week days except Sundays will be working days.
16. If the contractor fails to carry out the above sanitation work on any day, it would be straightaway liable for **penalty @ Rs1000/-** per day without notice.
17. For **spillage of garbage** while transporting **penalty of Rs.100/-** per load will be levied.
18. It is the duty of the contractor to complete the unfinished work with pre arranged alternatives failing which the E.M. D. will be forfeited and the contract will be terminated.
19. The penalty will be for the default of the work and the back log cleaning or clearing has to be under taken by the contractor even after the penalty is charged.

20. The period of contract is for one year and it will be considered for extension if the performance is satisfactory.
21. The bills will be settled once in a month on the issuance of certificate by Assistant Engineer / Sanitary Inspector.
22. The R.C. Book, Insurance of vehicle and license of the driver should be submitted to university authorities.
23. The contractor should maintain the registers prescribed by the Assistant Engineer / Sanitary Inspector for the work and obtain signatures from the Officers / staff in charge of Day care centre, Hostels, Quarters, mess block and canteens etc.,
24. The contractor should be a **registered labour contractor with Govt of India** and should have previous experience in dealing with the sanitary work.
25. The contract can be terminated / curtailed without giving any notice.
26. For any accidents, injuries, diseases occurring during carrying out the above work university authorities are not responsible. To prevent such incidents the contractor should take the appropriate precautionary measures.
27. The garbage or a part of it shall not be taken out of the campus at any cost. If it is taken out it will amount to theft of university property.
28. All the labourer engaged should be paid **minimum wages** as prescribed by the **Government of India** from time to time. All the labour laws should be strictly adhered to.
- 29 The agency / firm should engage supervisor to supervise the work and labour at no extra cost.
30. In case of any complaints regarding sanitary work, the labour should report immediately to S.I / A.E. of sanitary wing.
31. The number of labour indicated is the minimum and wherever & whenever required, the firm will engage additional manpower without extra cost to the university for satisfactory work performance.
32. Labour wages should be made within the specified date on every month in the presence of authorities / authorized person as directed if necessary.
33. Compulsorily both the tractor utilizing for the work should be with GPS arrangement in good condition at your cost for watch and ward by the authorities.
34. Daily **15nos** of labour for road cleaning work & **5nos** of labour for dustbins cleaning should be engaged with proper attendance registrar. Absentees in daily labour engagement will be taken into account for deduction in payment.

**Signature**

**Name & Address of the  
Firm / contractor:**

**FORM - II**

**PONDICHERRY UNIVERSITY  
SANITARY WING**

**PRICE BID**

**Name of the Work :** Sanitation and General Cleaning services for the Buildings/Roads/Garbage etc in the University campus/Karaikal campus/Community college campus.

(1) S.no	(2) Number of Schedules	(3) Category of Manpower	(4) No. of Manpower Required (Minimum)	(5) Monthly remuneration Per No.  Rs.	(6) EPF Rate Per No./ per month  Rs.	(7) ESI Rate Per No./ per month  Rs.	(8) Monthly Rate Per No. / per month Colum (5+6+7)  Rs.	(9)		(10) Service charges including over head And profit per month  Rs.	(11) Total monthly cost Colum (4x8)+9(a+b)+10  Rs.
								(a) All cleaning materials cost per month required  Rs.	(b) Hiring charges for Tractor & Tipper 2nos including fuel & driver per month  Rs.		
1	<b><u>A. University Campus</u></b> Schedule – I	Sweeper	69						—		
2	Schedule – II	Sweeper	58						—		
3	Schedule – III	Sweeper	71						—		
4	Schedule – IV	Sweeper/loading & unloading	20								
5	<b><u>B. Karaikal campus</u></b> Schedule – V	Sweeper	15						—		

6	<b><u>C. Community college campus</u></b> <b>Schedule - VI</b>	Sweeper	10						—		
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**Note:**

1. Cleaning materials list with quantity and rate for each building schedule wise to be enclosed with proper signature.
2. In case of discrepancy between unit price and total price, the unit price shall prevail.
3. Price bid will be opened in the presence of committee members and agents of the firms, those who are pre qualified based on the details furnished in From-I will be opened and taken in to account.
4. The rate quoted shall be fixed for the duration of the contract and shall not be subject to adjustment / change except the statutory provisions if amended.
5. Correction if any shall be made by the crossing out. Initialing, dating and rewriting. No over writing allowed.
6. Telex or Facsimile bids are not accepted.
7. Each bidder must submit only one price bid, if it is not so your price bid will not be considered / disqualified.

**SIGNATURE**  
**of the Authorized signatory of the firm/contractor.**

**Name & Address of the  
Firm / contractor**