

## **TERMS AND CONDITIONS OF THE CONTRACT**

### **1. Period of Contract**

The contract shall be valid for a period of *one year*.

- 2.** An earnest money deposit of **Rs. 5000/- (Rupees Five Thousand only)** has to be paid to the University by DD in favor of the Deputy Registrar, Campus Administration, Kariavattom, University of Kerala, along with the quotation.

### **3. Scope of the Contract**

The scope of the contract includes the following activities:

- a) Sweeping work involves sweeping of all rooms/office, Auditorium, corridors, lounges and verandas and the premises of the University College of Engineering, Kariavattom. The sweeping work is to be done on all working days with a minimum of 3 workers. If the number of workers engaged in a particular day falls below the minimum stipulated, proportionate deduction will be made from the amount payable to the agency for that month.
- b) The **CONTRACTOR/FIRM** should be prepared to carryout the sweeping and cleaning work at short notice.
- c) All toilets, bath rooms and wash basins should be cleaned on all working days twice using brush and detergent. Sufficient quantity of disinfectant/lotion should also be used for the cleaning of the toilets.
- d) The following terms of cleaning work should be done at least once in a month:
- i) Cleaning of fans, lights, tube lights etc.
  - ii) Cleaning of window-panes, wooden panels of doors, windows etc.

- iii) Clearing of cob-web on the walls and ceilings of rooms, verandas etc., of the building.
- iv) Cleaning and sweeping of rooms of toilets should commence at 8.00 A.M. and the services of the workers must be available till 02.30 P.M.
- v) The cost of Materials purchased for cleaning viz. Brooms, toilet-brushes, detergent, disinfectant lotion etc., shall be reimbursed on submitting appropriate bills to the office of University College of Engineering.

#### **4. General**

- a. The University reserves the right to make deduction in the contract amount and for the termination of the contract forthwith, if the performance of the **CONTRACTOR-FIRM** is found to be unsatisfactory during its currency by issuing a notice of termination of contract to the **CONTRACTOR-FIRM**.
- b. The details of the persons deployed for work by the **CONTRACTOR-FIRM** shall be made known to the University in advance along with copies of photo ID Cards.
- c. If any damage is caused to any of the University properties by the workers engaged by the **CONTRACTOR-FIRM**, the responsibility to make good for the loss shall solely be rest with the **CONTRACTOR-FIRM**.

Sd/-

**JOINT REGISTRAR**