



UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India - 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)

No.Ad.BI.I/372/03.

Thiruvananthapuram

Dated 05.03.2013

TENDER NOTIFICATION

Quotations in sealed envelopes are invited from experienced agencies, Co-operative Institutions, Social Organizations etc. for carrying out the work of cleaning and sweeping of rooms / toilets in the campus and watering / caring of the garden plants at International Youth Hostel, P.M.G. Junction on contract basis for a period of one year. Details such as terms and conditions of the contract etc. can be had from this office during working hours or from the web site of the University at www.keralauniversity.ac.in. Quotations in sealed covers superscribing 'Quotations for Sweeping, Cleaning and Gardening work, International Youth Hostel' should reach this office not later than 18.03.2013, before 3.00 pm. The quotations received on or before the last date stipulated will be opened at 4.00 pm on the same day.

The undersigned reserves the right to accept or reject any or all of the quotations without assigning any reason and the decision of the Registrar will be final in this regard.

Sd/-
REGISTRAR

Copy to:

1. The University Engineer.
2. The Public Relations Officer.
3. The P.S. to VC / PVC.
4. The P.A. to Registrar/ DP & D.
5. The Programme Co-ordinator, N.S.S section.
6. The Caretaker, International Youth Hostel, PMG Junction.

Ad.BI

Terms and conditions for the award of contract for the work of sweeping, cleaning / gardening at the International Youth Hostel, P.M.G junction as per the notification No. Ad.BI(1) 372/03 dated 05 .03.2013.

1. Sweeping work involves sweeping of all rooms/halls and corridors, lounges, verandas and the premises around the Hostel Building. The sweeping work is to be done on all working days. The contractor firm should be prepared to carry out the sweeping and cleaning at short notice.
2. All toilets / bathrooms and washbasins should be cleaned every day using brush and detergents. Sufficient quantities of disinfectant / lotion should also be used for cleaning of the toilets.
3. A minimum no. of three workers should be employed on working days and a minimum number of two workers should be employed on Sundays and other holidays. 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.
4. The following items of cleaning work should be done.
 - i. Cleaning fans, lights, tube lights etc.
 - ii. Cleaning of window panes, wooden panels of doors, windows etc.
 - iii. Cleaning of cobweb on the walls, and Ceiling of rooms.
5. Cleaning and sweeping of rooms and toilets should commence at 9.00 am and the services of the workers must be available till 3.30 p.m.
6. The services of a gardener should be made available for watering and caring of the garden plants.
7. Materials for cleaning viz. brooms, toilet brushes, detergent, disinfectant, lotion etc. should be provided (to the workers) by the contractor firm at their own expenses.

8. The quotationer should attach experience certificate, license if any and other relevant records to prove his efficiency in the field.
9. Quotations received from experienced agencies, co-operative institutions, social organizations etc. alone are accepted. Quotations from individuals will be summarily rejected.
10. Tax, if any payable to the Government or any statutory body on account of the contract work will have to be paid by the Contractor-firm.
11. The University reserves the right to make deduction in the salary 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 the contract of the contractor- firm.
12. If the contractor who has been awarded the contract fails to appear for the work within 10 days of receipt of contract awarding letter, his contract will be terminated and the EMD furnished will be forfeited .
13. A sum of ` 5000/- (Rupees Five thousand only) will have to be paid towards EMD in the form of a DD drawn in favor of Finance Officer, University of Kerala, and enclosed with the quotation (in sealed cover). The EMD amount (DD) of all the bidders except that of the confirmed quotationer will be returned to them within a Fortnight after opening the quotations.

University Buildings
Thiruvananthapuram.

Sd/-
REGISTRAR