



**MAHATMA GANDHI UNIVERSITY
ANNEPARTHY, YELLAREDDIGUDEM
NALGONDA - 508254**

No.02/MGU/NLG/2017-18

Date: 13.05.2017

**ANNUAL CONTRACT FOR SANITATION, AND HOUSEKEEPING AT
MAIN CAMPUS & PANAGAL CAMPUS, NALGONDA**

**Last Date & Time for submission of tenders 25.05.2017 at 4.00P.M.
Date of opening on 26.05.2017 at 1.00 P.M.**

| Sl.No. | Contents | Page Nos. |
|--------|---------------------------------|-----------|
| 1. | Certificate of Tender issued to | 1 |
| 2. | Notice Inviting Tender | 2 |
| 3. | Tender Document | 3 |
| 4. | Terms and Conditions | 4-10 |
| 5. | Scope of work | 11 |
| 6. | Technical Bid | 12 |
| 7. | Price Bid | 13 |
| 8. | Abstract | 14 |
| 9. | Annexure | 15-21 |
| 10 | Undertaking | 22 |

TENDER ISSUED TO:

.....

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SIGNATURE OF THE OFFICER
ISSUING TENDER

SIGNATURE OF THE TENDERER



**MAHATMA GANDHI UNIVERSITY
ANNEPARTHY, YELLAREDDIGUDEM
NALGONDA - 508254**

No. 02/MGU/NLG/2017-18

Date: 13.05.2017

NOTICE INVITING TENDER

The Registrar, Mahatma Gandhi University, Nalgonda invites Sealed Tenders from reputed, experienced and registered Contractors/Agencies/Companies/ Organizations with established experience and financial solvency to carry out the below described work:-

| Sl. No. | Description of Work | EMD In INR | Estimated cost per year | Date & time of opening of the Tender |
|--|--|------------|-------------------------|--------------------------------------|
| 1 | Annual contract for Sanitation and Housekeeping at Mahatma Gandhi University, Main Campus & University College of Engineering & Technology, Panagal, Nalgonda. | Rs.25000/- | Rs.25.00lakhs | 26.05.2017 1.00pm |
| Date and Time of Sale of tenders 15.05.2017 to 25.05.2017 upto 4.00 PM | | | | |
| Last Date & Time for submission of tenders 25.05.2017. at 4.00PM | | | | |

1. Tender document may be obtained from the Registrar Office, Main campus, Mahatma Gandhi University, Nalgonda in person from 10.00 AM to 4.00 P M on all working days from **15.05.2017 to 25.05.2017** on payment of Rs. 1000/- (Rupees One Thousand only) by way D.D/ Bankers' cheque from Nationalized Bank drawn in favour of the Registrar, Mahatma Gandhi University, Nalgonda.
2. The above detailed tender is also available at Website www.mguniversity.ac.in under "Tenders" and can be downloaded from website and submitted. In that case, the Tenderer has to invariably attach a bank draft/banker's cheque of Rs. 1,000/- in favour of the Registrar, Mahatma Gandhi University, Nalgonda payable at Nalgonda, towards cost of Tender with the technical bid of the tender at the time of submission.
3. Tenders by Telex/Telegram/Fax/E-mail will not be accepted.
4. The Registrar, Mahatma Gandhi University, Nalgonda reserves the right to accept or reject any or all tenders without assigning any reason thereof.
5. EMD of Rs.25000/- is to be invariably attached and submit in the form of Demand Draft/ Bankers Cheque payable at Nalgonda, drawn in favour of the Registrar, Mahatma Gandhi University, Nalgonda from Nationalized banks. EMD in any other form is not acceptable. Please note that tender received without EMD will be summarily rejected. No firm/Organization is exempted from furnishing the EMD under any circumstances.
6. Late and delayed tenders will not be opened and summarily rejected. Canvassing in any form in connection with the tender is strictly prohibited and the tender submitted by the contractors who resorts to canvassing will be liable for rejection.

REGISTRAR



**MAHATMA GANDHI UNIVERSITY
ANNEPARTHY, YELLAREDDY GUDDEM
NALGONDA - 508254**

No. 02/MGU/NLG/2017-18

Date: 13.05.2017

TENDER DOCUMENT

Sealed tenders are invited by the Registrar, Mahatma Gandhi University, Nalgonda from reputed, experienced & registered Contractors/Agencies/Organizations for rendering services for Sanitation & Housekeeping at Mahatma Gandhi University main campus, Annaparthi & second campus, Panagal, Nalgonda on annual contract basis. Details are as follows:-

| Details | Description of the work | Area in Sqm. |
|--|---|------------------------------|
| Annual contract for Sanitation and Housekeeping at Mahatma Gandhi University, Main Campus & University College of Engineering & Technology, Panagal, Nalgonda. | a. Sweeping & Mopping Area | As per Abstract and annexure |
| | b. Cleaning of Toilets | |
| | C. Cleaning of Open Pedestrian And plinth protection upto 10' all around the building | |

Validity of contract: Initially for a period of one year, it can be extended at the discretion of the Competent Authority on satisfactory performance of Contract on mutually agreed terms.

Mandatory requirements:

The Contractors/Agencies/Organizations should meet the following mandatory requirements:-

- 1) Registration under Shops & Establishment Act.
- 2) Registration with EPF, ESI, Service Tax and Prof. Tax authorities.
- 3) Registration with Labour Department (State).
- 4) Infrastructure and financial status of the agency along with job contracts.
- 5) Clientele list with the performance certificate.
- 6) PAN & TAN No.s along with preceding 3 years (i.e. 2013-14, 2014-15 and 2015-16) IT return copies.

TERMS AND CONDITIONS

1. The tenderer shall declare in writing that neither he nor any of his associates are in any way related to any Officer of the rank of Under Assistant Professor or above in the University.
2. The contract is for rendering services of Sanitation & Housekeeping at Main campus, Anneparthi & its constituent college, panagal, MGU, Nalgonda,
3. The tender document along with necessary enclosures duly filled-in should be submitted in original on or before the due date and time. The tender should be sealed and addressed to the " Registrar, Mahatma Gandhi University, Anneparthi, Yellareddigudem (Post), Nalgonda -508254 duly superscribed as " TENDER FOR SANITATION & HOUSEKEEPING WORKS" AT MGU, NALGONDA " due on 25.05.2017 at 4.00 PM to the Registrar, Mahatma Gandhi University. Deviation of this condition shall be liable for rejection.
4. Canvassing in any form in connection with the tender is strictly prohibited and the tender submitted by the contractors who resorts to canvassing will be liable for rejection.
5. If the contractor(s) selected for the work fails to sign the formal agreement within 15 days from the date of information about their tender being accepted or otherwise fails to take up the assignment within 15 days from date of order to commence the assigned work, the Earnest Money Deposit amount is liable to be forfeited.
6. The tenders will be valid for a minimum period of 90 days from the date of opening.
7. The contractor shall pay not less than the minimum monthly wages (State) to the part-time workers (including for Sundays and paid Holidays) at the rate prescribed for various categories as prescribed by District Gazette under the minimum wages Act as applicable in Nalgonda. As per the instructions of the Office of the Regional Labour Commissioner (State) the minimum wages prescribed by the State Govt. is required to be paid.
8. All payments will be made to the contractor after completion of every month on submission of bills along with pre-receipt by the contractor. Any additional conditions incorporated by the contractor in the tenders are liable to be rejected.
9. Tenderers are advised to visit the site and inspect the area before quoting/submitting.
10. The contract will be awarded for a period of one year and may be extended or curtailed at the discretion of Registrar, Mahatma Gandhi University, Nalgonda.

11. Enhancement in Administrative/Service charges, on any ground will not be entertained during the tenure of the contract. The contractor has to submit the EPF/ESI number allotted by the Employees Provident Fund Organization, and ESI. Nalgonda, in addition to valid license from the Asst. Labour Commissioner (State), No payment will be released till he submits the same. This has to be submitted within one month from the date of award of work.
12. The contractor is required to provide a field supervisor for sufficient supervision and take instructions daily from the Coordinating Officer In-charge appointed by MGU, to carry out the work efficiently and smoothly without creating any problems. The contractor is required to arrange part-time employees only with 4 hours duty. i.e **from 8.30 am to 12.30 am** (Total 4 hours duration)
13. The contractor has to maintain an Instructions Register and all the Instructions made by the Coordinating Officer in absence of the field supervisor should be completed/carried out by the contractor within 72 hours from the date of such instructions, failing which necessary recovery as recommended by the Coordinating Officer will be recovered from the monthly bill of the contractor.
14. The successful contractor shall issue identity cards/name, badges and safety coat to his workers duly signed by him. The identity card shall bear
 - i) Contractor's name and address
 - ii) Name of the worker
 - iii) Validity period etc
 - iv) Photograph of employeeAnd furnish the list of his worker with their address to the Mahatma Gandhi University, Nalgonda
15. The Registrar, or the Coordinating Officer or any authorized person shall be at liberty to carry out checking on the persons deployed by the contractor in order to ensure that persons deployed are doing the work promptly.
16. No worker of the contractor will be allowed inside the MGU campus without valid gate pass/identity card. The contractor shall not allow the person deployed by him to carry any material/property/equipment outside the campus without valid gate passes issued by the Coordinating Officer. The contractor should ensure that the workers wear the identity cards while on duty.
17. If, any loss to the property/equipment/tools of this Institute is caused by the negligence of the persons of the contractor, the same has to be replaced/rectified/repared by the contractor at his cost. Failing to do so, the cost will be recovered from his monthly bill.
18. In case any of the persons so deployed by the contractor does not come up to the mark or does not perform his duties properly or indulges in any unlawful activities, riot, or disorderly conduct, the contractor shall withdraw such person (s) from the campus within 24 hours and place the suitable substitute.

19. The contractor shall deploy his persons in such a way that each of the persons get weekly rest as mandated under relevant provisions of Labour Act.
20. The worker engaged by the contractor shall follow all the rules of discipline stipulated by MGU and shall not indulge in any trade union activities within MGU premises. Any worker violating the code of discipline or involving in trade union activities should be withdrawn by the contractor.
21. The contractor should check and satisfy himself about the antecedents of the personnel engaged by him. He shall furnish the names and addresses of all the personnel engaged by him.
22. Strict adherence of Instructions of Ministry of Labour (State).
23. In the event of the contractor committing a default or breach of any of the provisions of the Labour Laws including the provisions of the Contract Labour Regulation & Abolition Act, as amended from time to time or furnishing any information, or submitting or failing to settlement under the provisions of the said regulations and rules which is materially incorrect they shall without prejudice to any other liability pay to the Registrar, MGU, Nalgonda a sum of not exceeding the amount of resultant loss and a fine of Rs. 1000/- in each case of such default.
24. The contractor shall keep the MGU indemnified against all claims of whatsoever nature in respect of the employees deployed by the contractor and any financial or any other liability. In case any labour of the contractor so deployed either during performance of the duty or removal, enters into dispute of any nature whatsoever, it will be the responsibility of the Contractor to contest the same. In case the MGU is made party and is supposed to contest the case, the MGU will be reimbursed for the actual expenses incurred towards Lawyer fee and other expenses which shall be paid in advance by the contractor to MGU on demand.
25. The contract can be terminated on any of the following contingencies:
 - a. On expiry of the contract period
 - b. By giving one month's advance notice by MGU on account of:
 - i) Losses suffered by MGU due to lapse on the part of the contractor/his supervisor/workers
 - ii) For committing breach by the contractor of any of the terms and conditions of contract;
 - iii) On assigning the contractor or any part thereof or any benefit or interest therein or there under by the contractor to any third person for sub-contracting whole or part of the contract.
 - iv) On violation of any Labour laws as per Contract Labour Act, as amended from time to time.
 - v) On contractors being declared insolvent by the competent Court of Law.
 - vi) The contractor provides unsatisfactory services

26. During the notice period of termination of the contract in the contingencies contemplated above, the contractor shall keep on discharging his duties as before till the expiry of notice period.
27. It shall be the duty of the contractor to withdraw all the persons deployed by him on expiry/termination of the contract and will ensure that no person creates any disruption/hindrance or problems of whatsoever nature to MGU.
28. Income Tax will be recovered from the contractor's monthly bill as per the Govt. of India's order and necessary TDS certificate will be issued to him as a proof of having deducted the tax.
29. The contractor should not allow his workers to conduct any union activities in the campus of MGU.
30. The manpower deployed by the contractor are solely employees of the contractor and they have no right to claim for any compensation or regular appointment in Mahatma Gandhi University does not own any responsibility/liability whatsoever either for absorption/continuation or for regularization or compensation etc on whatsoever grounds and /or reasons. The contractor should provide a copy of the list of approved/appointed contract workers to the FO's office for record at the time of commencement of the contract along with details of place of duty and work assigned to them.
31. All disputes arising from this contract in respect of personnel of the contractor posted at MGU concerning their wages or any other matter connected with their service conditions under relevant Labour Laws are solely and wholly the responsibility of the Contractor. The MGU will be free from all encumbrances either from the Government or from any other sources.
32. In the event of any question, difference/dispute arising under this agreement or in connection herewith (except as to matters the decision of which is specially provide under this contract) the same shall be referred for sole arbitration of Registrar, Mahatma Gandhi University, Nalgonda or acting/officiating Registrar, MGU.
33. The award of the arbitrator shall be final and binding on both the parties.
34. The arbitrator from time to time with the consent of all the parties may extend the time for making (and publishing) the award.
35. The arbitrator may give interim award(s) or direction(s) as may be required.

36. The MGU will reimburse services tax, payable, if any on the bill by the contractor to the authorities concerned and it will be the responsibility of the contractor to pay such an amount only if he is liable to pay service tax under the relevant Act/Rule/Orders of Govt. of India/State Govt.
37. **The Contractor will be responsible for making the payment directly to its workers by 7th of each month from his own sources and subsequently raise the bill for reimbursement which will be verified on the basis of actual amount disbursed and attendance etc.**
38. **The Contractor shall make payment to the workers by depositing the payment towards the wages in their bank accounts and submit the bank details/statement duly certified by the Auditor to the office with the bill for verification.**
39. The Contractor will submit the monthly bills for reimbursement in duplicate after satisfactory completion of the work and payment to the workers, to the Office for certification for pro-rata reimbursement. The office on receipt of the bill will be checked by the AE/Civil, MGU, Nalgonda for the work and record there after process the bill for payment.
40. All bills should be submitted on printed forms, duly signed and pre-receipted.
41. Payment will be made by the Institute to the contractor on monthly basis on submission of bills in duplicate along with the certificate of satisfactory performance of work from the AE/Civil of the MGU. The payment towards EPF and ESI contributions and service tax shall be claimed by the contractor on submission of proof of remittance.
42. Income Tax and other statutory levies as applicable from time to time will be deducted from the bills of the Contractor.
43. No overtime shall be paid to contract worker. For any extra duties alternate standby persons shall have to be provided by the Contractor. Notwithstanding any other provisions made in the contract, the MGU reserves the absolute right to terminate the contract forthwith if it is found that continuation of the contract is not in Public interest. The contractor is not eligible for any compensation or claim in the event of such cancellation.
44. If at any later date, it is found that the documents and certificates submitted by the Contractor are forged or have been manipulated, the work order issued to the Contractor shall be cancelled and Security Deposit shall be forfeited without any claim whatsoever on MGU and the contractor is liable for action as appropriate under the extant laws.

45. The Contractor should not deploy the workers below the age of 18 years and above the age of 60 years.
46. The contract should allocate the work to be allocated by each worker deployed by him (with the name of worker) every day in the University premises including Panagal campus. A copy of the work allocation shall be furnished to the AE/Civil, Mahatma Gandhi University along with first reimbursement bill.
47. **Each and every page should be seal, signed and submitted along with Technical Bid except price bid which should be separately submitted in a sealed cover.**

I/we have fully read and understood the terms and conditions of the Tender and I/We fully agree for the same.

Name & Address of the Tenderer

Signature of the Tenderer

How to apply:

Contractors/ Agencies meeting the above mentioned mandatory requirements shall submit both technical as well as price bids simultaneously in separate sealed envelopes prescribed for Technical & Price bid and put both of them in one Big Cover duly sealed and superscribed as "TENDER FOR SANITATION & HOUSEKEEPING, WORKS AT MGU" addressed to REGISTRAR, MAHATMA GANDHI UNIVERSITY, NALGONDA and should reach us on or before 25.05.2017 **by 4.00 PM**. A **demand draft for** earnest money deposit (EMD) is required to be submitted along with technical bid. In case the Tender document has been downloaded another draft/Banker's cheque for Rs 1000/- should also be invariably enclosed with the Technical Bid towards Tender cost. The price bids of only those Tenderers who qualify in the technical bid will be opened on stipulated date and time to be communicated later.

All tenderers are advised to contact Assistant Engineer, Civil, MGU, Nalgonda, who would coordinate, for visiting the site and inspect the buildings, hostels etc., and acquainting themselves with the proposed work to be carried out before submission of their tenders.

Intending tenderers should have sufficient and good experience in execution of similar works in Government Departments, Public Sector Undertakings etc and should be in a position to execute the work.

The Tenders will be opened on **26.05.2017 at 1.00 P.M.** by the MGU Tender Opening Committee in the presence of the Tenderers or their Authorized Representatives, present if any.

If any information furnished by the Tenderer is found to be incorrect at a later stage, they are liable to be debarred from tendering.

The Registrar, Mahatma Gandhi University, Nalgonda reserves the right to accept or reject any or all the prospective Tenders in full or part thereof without assigning any reason whatsoever and his decision on all matters in this regard shall be final and binding.

SCOPE OF WORK FOR SANITATION AND HOUSEKEEPING
(SEE ABSTRACT & ANNEXURE)

A. BUILDINGS

| SL NO | NATURE OF JOB TO BE PERFORMED |
|-------|---|
| 1 | Removing all the spider webs in/out side of the building, dustbins with the material and clean it before keeping inside the room. |
| 2 | Sweeping, wet mopping with phenol material and removing the all dust materials from rooms, corridors and cleaning. |
| 3 | Cleaning of all windows, doors, ventilators, wash basins, room ceiling fans/tube light fittings, glass doors/partitions walls and glass windows |
| 4 | Removing of the dead material i.e rats, lizards, dogs etc. and clean that particular area to avoid foul smell |
| 5 | Shifting materials from time to time as required by Officer-in-charge like furniture, field materials etc. from stores to building and viz. |
| 6 | Any other cleaning work as desired by officer-in-charge from time to time. |

B. TOILETS/BATH ROOMS

| SL NO | NATURE OF JOB TO BE PERFORMED |
|-------|---|
| 7 | Removing all the spider webs inside all the toilets |
| 8 | Cleaning of the toilets contents WC, wash basins, urinals, side walls of the toilets, wet mopping with scented phenol, if needs to be cleaned with acid for removing the hardscale, laying the naphthalene balls, keeping the odonils, spraying the fresheners inside the toilets |
| 9 | Keeping buckets in all the toilets with a mug |

- Note: 1. To be cleaned between **8:30AM to 12.30PM (Total 4 hours duration only)**
 2. Materials will have to be procured by the contractor only.
 3. To be cleaned every day.

TECHNICAL BID

Documents/details to be mandatorily submitted:-

| Sl. No. | Particulars | Enclose copy & Refer here |
|---------|--|---------------------------|
| 1. | Name of the Organization/Firm location of office with complete address with Telephone/Fax Nos. and e-mail address. | |
| 2. | Approximate Annual Turnover with proof | |
| 3. | Number of workmen employed and infrastructure details | |
| 4. | License No. as per the Contract Labour (R & A) Act 1970. If so Indicate the License No. and date other particulars.(attach proof in support) | |
| 5. | Name and address of your Banker | |
| 6. | Details of major similar contracts of equivalent value or more completed successfully during the last five years in at least two Government /R&D Organizations/Reputed Companies/Large Hospitals (experience certificate to be enclosed) | |
| 7. | Are you on the Approved List of any Government/Public Sector Organization If so, furnish Particulars. | |
| 8. | Whether Income Tax/ Sales Tax upto latest assessment year is finalized and paid. | |
| 9. | Registration with Labour Department of State Govt. (attach a copy of the registration certificate) | |
| 10. | Registration with EPF authorities (Enclose the copy of same) | |
| 11. | Registration under ESI Act. (Attach a copy of same) | |
| 12. | Service Tax/ Professional Tax Registration. (Copy of the same may be attached) | |
| 13. | TAN and PAN of the firm. | |
| 14. | Has the firm attached scope of work, terms and conditions etc, duly signed on all pages? | |
| 15. | Details of EMD | |
| 16. | Clientele list with the performance certificate. | |
| 17. | Infrastructure and financial status of the agency along with job contracts | |
| 18. | An affidavit duly certified by a Notary that the Partners of the firm or Company has never been black listed or changed that name of the firm (in original) | |
| 19. | An affidavit duly certified by a Notary that the Partners of the firm or sole Proprietor or Company is/are not involved in any Police Case/Vigilance enquiry pending or ever been punished by any Hon'ble Court (in original) | |

I/ we certify that the above information is true to the best of my/ our knowledge and I/ we do not have any relative of the rank of Under Assistant Professor of equivalent working in MGU.

DATED:
ADDRESS

SIGNATURE OF THE CONTRACTOR WITH SEAL AND

PRICE BID

SANITATION & HOUSE KEEPING WORKS AT MGU, NALGONDA ON CONTRACT BASIS

The Contractor should only quote Contractor's profit/ Service charges in RUPEES per person per month

| Sl.No. | Components of wage (As per Part-time Employees wage approved by Govt./ District Collector)) | Part- time wage Rs. |
|---------------|---|--------------------------------------|
| 1. | Basic Wage per month * | |
| 2. | ESI Contribution @ 4.75% P.M. | |
| 3. | EPF Contribution @ 13.61% P.M. | |
| 4. | Sanitation Material Cost per month (to be Born by the Contractor only) | |
| 5. | Total No. of Part-time labour to be engaged by the Contractor | |
| 6. | Gross (Sl.No.1+2+3+4+5) per month | |
| 7. | Contractor's Profit/Service charges in Rupees (per person per month) to be quoted by the contractor. | |

- *To arrive at daily wages (Basic wage per day) the monthly wage shall be divided by 26, which is inclusive of holiday wages.**
- The rates quoted above are as per the rates fixed by the Chief Labour Commissioner OR Gazette (District).**
- The contractor's profit should be more than the TDS (i.e 2%).**

Date:
ADDRESS

SIGNATURE OF THE TENDERER WITH SEAL &

ABSTRACT

Area of all the existing building in Main and Panagal Campus

| Particulars | No.s | Area Sqms. |
|--------------------------------|------|------------|
| Arts Block room areas | | 5015.41 |
| Arts Block corridors areas | | 2850.67 |
| Toilets W.C | 63 | |
| Urinals | 71 | |
| wash basins | 49 | |
| Science Block room areas | | 5349.27 |
| Science Block corridors areas | | 2850 |
| Toilets W.C | 46 | |
| Urinals | 65 | |
| wash basins | 43 | |
| Ladies Hostel room areas | | 1663.68 |
| Ladies Hostel corridors areas | | 1550 |
| Ladies Hostel Amphitheatre | | 366.23 |
| Toilets W.C | 3 | 24 |
| wash basins | 3 | 30 |
| Boys Hostel room areas | | 3421.68 |
| Boys Hostel corridors areas | | 3350 |
| Boys Hostel Amphitheatre | | 487.35 |
| Toilets W.C | 48 | |
| Urinals | 48 | |
| wash basins | 72 | |
| Library Building | | |
| Reading area | | 1500 |
| Corridors area | | 800 |
| Toilets W.C | 10 | |
| Urinals | 8 | |
| Washbasins | 8 | |
| Panagal campus room areas | | 1913.919 |
| Panagal campus corridors areas | | 667.0039 |
| Toilets W.C | 26 | |
| Urinals | 18 | |
| wash basins | 15 | |

REGISTRAR

ANNEXURE

Details of Rooms, Bathrooms, Toilets and Wash Basins.

| Sl.No. | Name | No. of Rooms | Area in Sqmts | Total |
|--------------------------------|-----------------------|--------------|---------------|---------|
| Arts Block Ground Floor | Class Rooms | 8 | 72 | 576 |
| | Class Rooms | 6 | 45 | 270 |
| | Class Rooms | 1 | 66.6 | 66.6 |
| | Class Rooms | 1 | 57 | 57 |
| | Ladies Waiting Hall | 1 | 62.1 | 62.1 |
| | Staff Room | 1 | 51.66 | 51.66 |
| | Staff Room | 2 | 98.14 | 196.28 |
| | Seminar Hall | 1 | 203 | 203 |
| | Seminar Hall Entrance | 1 | 285.65 | 285.65 |
| | Conference Hall | 1 | 131.04 | 131.04 |
| | | | | 1899.33 |
| | Corridors | | | 950.67 |
| | Toilets W.C | 25 | | |
| | Urinals | 25 | | |
| Wash Basins | 17 | | | |
| Arts Block First Floor | Class Rooms | 8 | 72 | 576 |
| | Class Rooms | 6 | 45 | 270 |
| | Class Rooms | 1 | 66.6 | 66.6 |
| | Class Rooms | 1 | 57 | 57 |
| | VC Office & VC Peshi | 1 | 62.1 | 62.1 |
| | Staff Room | 1 | 51.66 | 51.66 |
| | Conference Hall | 1 | 131.04 | 131.04 |
| | | | | 1214.4 |
| | Toilets W.C | 26 | | |
| | Urinals | 25 | | |
| | Wash Basins | 18 | | |

| Sl.No. | Name | No. of Rooms | Area in Sqmts | Total |
|---------------------------------------|-----------------------|--------------|---------------|----------------|
| Arts Block Second Floor | Class Rooms | 12 | 72 | 864 |
| | Class Rooms | 12 | 72 | 864 |
| | Class Rooms | 6 | 45 | 270 |
| | Class Rooms | 1 | 66.6 | 66.6 |
| | Class Rooms | 1 | 57 | 57 |
| | Registrar Office | 1 | 62.1 | 62.1 |
| | Staff Room | 1 | 51.66 | 51.66 |
| | Staff Room | 2 | 98.14 | 196.28 |
| | Admin Office | 1 | 203 | 203 |
| | Conference Hall | 1 | 131.04 | 131.04 |
| | | | | 1901.68 |
| | Corridors | | | 950 |
| | Toilets W.C | 12 | | |
| | Urinals | 21 | | |
| Wash Basins | 14 | | | |
| Science Block Ground Floor | Class Rooms | 10 | 72 | 720 |
| | Class Rooms | 6 | 45 | 270 |
| | Class Rooms | 1 | 66.6 | 66.6 |
| | Class Rooms | 1 | 57 | 57 |
| | Staff Room | 1 | 62.1 | 62.1 |
| | Staff Room | 1 | 51.66 | 51.66 |
| | Staff Room | 1 | 98.14 | 98.14 |
| | Seminar Hall | 1 | 203 | 203 |
| | Seminar Hall Entrance | 1 | 285.65 | 285.65 |
| | Cabins Room | 1 | 131.04 | 131.04 |
| | | | | 1945.19 |
| | Corridors | | | 950 |
| | Toilets W.C | 17 | | |
| | Urinals | 23 | | |
| Wash Basins | 15 | | | |

| Sl.No. | Name | No. of Rooms | Area in Sqmts | Total |
|-----------------------------------|------------------------|--------------|---------------|---------|
| Science Block First Floor | Class Rooms | 12 | 72 | 864 |
| | Class Rooms | 6 | 45 | 270 |
| | Class Rooms | 1 | 66.6 | 66.6 |
| | Class Rooms | 1 | 57 | 57 |
| | VC Office and VC Peshi | 1 | 62.1 | 62.1 |
| | Staff Room | 1 | 51.66 | 51.66 |
| | Conference Hall | 1 | 131.04 | 131.04 |
| | | | | 1502.4 |
| | Corridors | | | 950 |
| | Toilets W.C | 12 | | |
| | Urinals | 21 | | |
| | Wash Basins | 14 | | |
| Science Block Second Floor | Class Rooms | 12 | 72 | 864 |
| | Class Rooms | 6 | 45 | 270 |
| | Class Rooms | 1 | 66.6 | 66.6 |
| | Class Rooms | 1 | 57 | 57 |
| | Rooms | 1 | 62.1 | 62.1 |
| | Staff Room | 1 | 51.66 | 51.66 |
| | Staff Room | 2 | 98.14 | 196.28 |
| | Drawing Hall | 1 | 203 | 203 |
| | Rooms | 1 | 131.04 | 131.04 |
| | | | | 1901.68 |
| | Corridors | | | 950 |
| | Toilets W.C | 17 | | |
| | Urinals | 21 | | |
| | Wash basins | 14 | | |
| | | | | |

| Sl.No. | Name | No. of Rooms | Area in Sqmts | Total |
|-----------------------------------|--------------|--------------|---------------|--------|
| Ladies Hostel Ground Floor | | | | |
| | Rooms | 20 | 18.36 | 367.2 |
| | Hall | 1 | 87.58 | 87.58 |
| | Bath Rooms | 2 | 18.36 | 36.72 |
| | | | | 491.5 |
| | Amphitheatre | 1 | 366.23 | 366.23 |
| | Corridors | | | 650 |
| | Toilets W.C | 8 | | |
| | Wash Basins | 10 | | |
| Ladies Hostel First Floor | | | | |
| | Rooms | 20 | 18.36 | 367.2 |
| | Hall | 1 | 87.58 | 87.58 |
| | Hall | 1 | 76.23 | 76.23 |
| | Bath Rooms | 3 | 18.36 | 55.08 |
| | | | | 586.09 |
| | Corridors | | | 500 |
| | Toilets W.C | 8 | | |
| | Wash Basins | 10 | | |
| Ladies Hostel Second Floor | | | | |
| | Rooms | 20 | 18.36 | 367.2 |
| | Hall | 1 | 87.58 | 87.58 |
| | Hall | 1 | 76.23 | 76.23 |
| | Bath Rooms | 3 | 18.36 | 55.08 |
| | | | | 586.09 |
| | Corridors | | | 400 |
| | Toilets W.C | 8 | | |
| | Wash Basins | 10 | | |
| | | | | |

| Sl.No. | Name | No. of Rooms | Area in Sqmts | Total |
|---------------------------------|----------------|--------------|---------------|---------|
| Boys Hostel Ground Floor | | | | |
| | Rooms | 48 | 18.36 | 881.28 |
| | Hall | 2 | 92.92 | 185.84 |
| | Bath Rooms | 4 | 18.36 | 73.44 |
| | | | | 1140.56 |
| | Amphitheatre | 1 | 487.35 | 487.35 |
| | Corridors | | | 1200 |
| | Toilets W.C | 16 | | |
| | Urinals | 16 | | |
| | Wash Basins | 24 | | |
| Boys Hostel First Floor | | | | |
| | Rooms | 48 | 18.36 | 881.28 |
| | Hall | 2 | 92.92 | 185.84 |
| | Bath Rooms | 4 | 18.36 | 73.44 |
| | | | | 1140.56 |
| | Amphitheatre | | | 1200 |
| | Corridors | 16 | | |
| | Toilets W.C | 16 | | |
| | Urinals | 24 | | |
| | Wash Basins | | | |
| Boys Hostel Second Floor | | | | |
| | Rooms | 48 | 18.36 | 881.28 |
| | Hall | 2 | 92.92 | 185.84 |
| | Bath Rooms | 4 | 18.36 | 73.44 |
| | | | | 1140.56 |
| | Amphitheatre | | | 950 |
| | Corridors | 16 | | |
| | Toilets W.C | 16 | | |
| | Urinals | 24 | | |
| | Wash Basins | | | |
| Library Building | Reading area | | 1500 | 1500 |
| | Corridors area | | 800 | 800 |
| | Toilets W.C | 10 | | |
| | Urinals | 8 | | |
| | Washbasins | 8 | | |

| Sl.No. | Name | No. of Rooms | Area in Sqmts | Total |
|-------------------------|----------------|--------------|---------------|----------|
| Panagal Campus | | | | |
| College Building | | | | |
| | | 3 | 55.77 | 167.31 |
| | | 3 | 11.15 | 33.45 |
| | | 3 | 15.06 | 45.18 |
| | | 3 | 10.883 | 32.649 |
| | | 3 | 55.77 | 167.31 |
| | | 3 | 10.6 | 31.8 |
| | | 3 | 14.5 | 43.5 |
| | | 3 | 32.35 | 97.05 |
| | | 3 | 36.26 | 108.78 |
| | | | | 727.029 |
| | Corridors | 3 | 65.07 | 195.21 |
| | | 3 | 17.78 | 53.34 |
| | Toilets W.C | 18 | | |
| | Urinals | 12 | | |
| | Wash Basins | 9 | | |
| Sheds | Shed -1 | | | |
| | S1 | 1 | 39.73639203 | 39.73639 |
| | S2 | 1 | 52.98185604 | 52.98186 |
| | S3 | 1 | 39.03926234 | 39.03926 |
| | S4 | 1 | 25.60789709 | 25.6079 |
| | S5&S6 | 1 | 26.04941255 | 26.04941 |
| | S7 | 1 | 117.8149167 | 117.8149 |
| | S7 | 1 | 23.23765616 | 23.23766 |
| | | | | 324.4674 |
| | Corridor | 1 | 63 | 63 |

| Sl.No. | Name | No. of Rooms | Area in Sqmts | Total |
|--------|----------------|--------------|---------------|----------|
| | Shed -2 | | | |
| | 4 No.s | 4 | 61.238 | 244.952 |
| | Corridor | 1 | 57 | 57 |
| | | | | |
| | Hostel | 28 | 22.05253569 | 617.471 |
| | Corridor | 2 | 126.2269482 | 252.4539 |
| | | 2 | 23 | 46 |
| | | | | 298.4539 |
| | Toilets W.C | 8 | | |
| | Bath Rooms | 8 | | |
| | Urinals | 6 | | |
| | Wash Basins | 6 | | |

REGISTRAR

UNDERTAKING BY CONTRACTOR

I/We hereby certify that:

1. Full manpower will be engaged on daily basis for the Services sought under this contract on rotation basis (if required) as per given schedule or as per instructions of Officer-in-charge.
2. We agree that the cleaning will be done two times in certain points to be decided by the University authorities.
3. I/We have made the site visit in order to evaluate their level of services to be rendered and quoted accordingly.
4. We have number of persons to be engaged daily(man-power) to execute all the works.
5. We agree that the payment will not be made for the work not carried out by the contractor in any of the above areas.
6. Waste material will be collected and stored in specified place/loaded in vehicle for disposal at the designated area.
7. I/we agree for the bills payment on monthly pro-rata basis.
8. I/We agree to pay minimum wages as per Labour Enforcement Authority.
9. The holiday list of the contracted staff should be approved by the Competent Authority.
10. I/we agree to pay minimum wages as per the Labour Enforcement Authority & District Gazette Paid Holidays Payment will be made on 7th day of every month.
11. Substitute will be made available as and when required. Extra manpower if any called during conference/meetings etc. will be provided on 24 hours notice. Qualified, experienced Supervisors will be provided.

Place:

Contractor's Seal & Signature

Date: