



THE GANDHIGRAM RURAL INSTITUTE
(Deemed To Be University)
GANDHIGRAM-624 302 – DINDIGUL DISTRICT - TAMIL NADU
(Ministry of Education (Shiksha Mantralaya), Govt. of India)
Accredited by NAAC with 'A' Grade (3rd Cycle)

TENDER NOTICE out sourcing the sanitary services- code R/SAN/2021

Sealed tenders under Two cover system consisting of i) Technical bid ii) Commercial bid in the prescribed form are invited on behalf of The Gandhigram Rural Institute – Deemed to be University, Gandhigram from the Registered Agencies/Self-Help Groups for Sanitation and campus cleaning on contract basis for a period of one year as detailed below.

1	Tender inviting Officer/Authority Designation and Address	The Registrar, Gandhigram Rural Institute-Deemed to be University, Gandhigram-624 302. Dindigul District. Tamil Nadu.
2	Name of the work	Sanitation Maintenance including garbage collection, segregation & disposal
3	Place of Execution	The Gandhigram Rural Institute-Deemed to be University Campus & CRH Campus
4	Tender forms cost & available	The tender form can be downloaded from website https://ruraluniv.ac.in/sf.pdf at free of cost. The cost of the Tender processing s Rs.1040/ (Rupees One thousand and forty only) (inclusive of taxes). This amount is to be paid by the Tenderer by a bank Demand Draft in favour of “ The Registrar, Gandhigram Rural Institute, Gandhigram ”. Payable at Canara Bank, Gandhigram Rural University Branch, Gandhigram (Branch Code 8500) or remitted in A/C 8500101010000 at Canara Bank GRU, Gandhigram.
5	Earnest Money Deposit	Rs.5,00, 000/- (Rupees Five lakhs only) to be paid by way of Demand Draft drawn in favour of “ The Registrar, Gandhigram Rural Institute, Deemed to be University Gandhigram ” payable at Canara Bank, Gandhigram Rural University Branch, Gandhigram (Branch Code 8500) .
6	Last date, Time and Place for submission & opening of Tender	The tender should be addressed to The Registrar, Gandhigram Rural Institute-Deemed to be University, Gandhigram-624302.Dindigul District. Tamil Nadu, and submitted in a sealed cover Superscribed “ Tender For Sanitary Services-Code R/SAN/2021 ” prominently on the envelope. Filled in documents will be received up to 5.00 PM on 26.07.2021 and opening of the tender will be at 11.00 AM on 27.07.2021
7	Detailed instructions are available in the tender document posted in GRI-DTBU web site. If any changes are made it will be posted in advance.	
8	The institute reserves the right to award (or) not to award the contract (or) to re-invite the tender or reserve the right to reject the tenders without assigning any reason whatsoever and the decision of the institute to award the contract is final.	
9	Defective /ineligible/incomplete/over written tender shall be summarily rejected	

The filled in Tender forms should be accompanied by a copy of certificate of ESI, EPF Registration No or registered Self Help Group for undertaking cleaning work and the copy of service tax receipt received from Central Excise Department.

Date: 12.07.2021

-Sd-
REGISTRAR

Signature of Tenderer

INSTRUCTIONS TO TENDERERS REGARDING TENDER FORM

1. Tenderers are advised to download the tender documents in A4 size paper well in advance and submit the filled in tender before the stipulated time. It is the responsibility of the tenderer to check any correction or any modifications published subsequently in GRI site and the same shall be taken into account while submitting the tender. The institute will not be responsible for any postal delay/ delay in downloading of tender document from the website. Submission of photocopy of the tender document is prohibited.
2. This downloaded Tender document in full along with the various documents are required to be submitted as per the tender conditions in a sealed cover duly superscribing the name of the work, tender notice No. , date etc and the same shall be submitted within the stipulated date and time in the tender box.
3. Tender forms not accompanied with the demand draft towards tender processing cost and Earnest Money Deposit (EMD) will be summarily rejected.
4. The tenderer may note that the rates of schedule items shall be written both in figures and words. Each page of the tender document shall be signed by the tenderer.

The following declaration shall be given by the Tenderers while submitting the tender.

Declaration

I/We have downloaded the tender form from the website <https://ruraluniv.ac.in/sf.pdf> and I/we have not tampered/ modified the tender forms in any manner. In case, if the same is found to be tampered/ modified I/we understand that my/ our tender will be summarily rejected.

A demand draft No. _____ dated _____ for Rs. _____ issued by _____ has been enclosed towards the tender processing fee.

A demand draft No _____ dated _____ for Rs. _____ issued by the _____ has been enclosed towards EMD.

Signature (s) of Tenderer (s):

Date _____ :

Address _____

Signature of Tenderer



THE GANDHIGRAM RURAL INSTITUTE
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GANDHIGRAM-624 302 – DINDIGUL DISTRICT - TAMIL NADU
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NOTICE INVITING TENDERS
Sanitary Services – Code R/SAN/2021

Name of the work	Sanitation Works of buildings, Hostels and other areas including roads and berms in entire GRI campus and CRH campus of Gandhigram Rural Institute-Deemed to be University, Gandhigram
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1. Sealed tenders under two-cover system in the prescribed format are invited on behalf of the Gandhigram Rural Institute – Deemed to be University, Gandhigram for – **“Sanitation Works of entire GRI campus and buildings, Hostels and other areas including roads in the campus and in CRH campus of Gandhigram Rural Institute-Deemed to be University, Gandhigram”** (Annexure –‘A’ attached to the tender).
2. Application form for tender consisting of the schedule of the various works to be done and the set of terms and conditions of the contract (Annexure –‘B’) to be complied with by the persons whose tender may be accepted are available in GRI-DTBU website.
3. The tender should be submitted in sealed cover and addressed to “The Registrar, Gandhigram Rural Institute-Deemed to be University, Gandhigram-624302, Dindigul District, Tamil Nadu”, superscribed **“Tender For Sanitary Services out sourcing - Code R/SAN/2021”** prominently on the envelope. Last date for receipt of tender is **26.07.2021 up to 5.00 PM. Tenders will be opened by 11.00 AM on 27.07.2021** in the presence of those tenderers or their representatives who would present. In case, if there is a Public Holiday on the above mentioned date, the next working day shall be treated as the last date prescribed for.
4. The rates and amount shall be quoted both in figures and words and in the event of difference between rates in figures and words, tender shall be summarily rejected.
5. The tender form can be downloaded from website <https://ruraluniv.ac.in/sf.pdf> at free of cost. The Tender processing fees of Rs.1040/ (Rupees One thousand and forty only) (inclusive of taxes) as indicated in the Tender Notice have to be deposited by the Tenderer in the form of a bank demand draft drawn in favour of **“The Registrar, Gandhigram Rural Institute (Deemed to be University), Gandhigram,”** payable at Canara Bank, Gandhigram Rural University Branch, Gandhigram (Branch Code 8500). It may also be remitted in A/C- 8500101010000 at Canara Bank GRU, Gandhigram by the Tenderer and challan has to be attached to the tender document.
6. This should be enclosed as a separate Demand Draft. A single demand draft for the tender processing fee and Earnest Money Deposit will not be accepted. Tenders not accompanied with the demand draft towards the tender processing fee will be summarily rejected. The Tender Form can be downloaded from **12.07.2021** onwards from GRI-DTBU website (www.ruraluniv.ac.in).

Signature of Tenderer

7. A separate Demand Draft for Rs.5,00, 000/- (Rupees Five lakhs only) drawn in favour of “**The Registrar, Gandhigram Rural Institute (Deemed to be University), Gandhigram,**” payable at Canara Bank, Gandhigram Rural University Branch, Gandhigram (Branch Code 8500) shall be submitted towards Earnest Money Deposit along with filled in Tender Form. Tenders received without Earnest Money Deposit will be summarily rejected as non-responsive.
8. The tender should carry the following details in addition to the quotation of rates:
- i) Whether the Agency is registered under the Self Help Group or the agency registered under Company Act/Shop Act / Commercial Establishment Act / Society Act and if so, an attested copy of the Registration certificate shall be enclosed.
 - ii) A copy of the Income Tax clearance certificate, GSTN and Permanent Account Number shall be furnished along with the tender.
 - iii) Quotations/Tenders not covering minimum wages and statutory payment will be liable to be rejected. The tenderer shall take into account of minimum wage for sanitary workers prescribed by Govt. and include the EPF & ESI and other related contributions by the employer while quoting the rate for the sanitation work.
 - iv) The agency should be registered with the Regional P.F. Commissioner of the area. The monthly Employee’s P.F. contribution along with the equivalent matching contribution at the prescribed rate shall be deposited with the RPFC by the agency every month and the proof (CRRN/ECR) of deposit with individual employee’s details shall be submitted to this office (GRI-DU) every month while claiming the wage bills. If all these details are not furnished, the wage bill will not be considered for the payment till it is in compliance with EPF/ESI procedures. The Gandhigram Rural Institute-Deemed to be University, Gandhigram shall not be responsible for any liability, whatsoever, in this regard.
 - v) Credentials or certificates in support of their efficiency and capacity to undertake the above said work and also a list of their clients with the name and phone numbers of the Head of Office/Div. Head shall be furnished for reference.
9. The Gandhigram Rural Institute-Deemed to be University, Gandhigram reserves the right to reject any or all tenders without assigning any reasons therefor.
10. This contract shall remain valid for a period of one year from the date of agreement or office order to commence the work and it can be extended for further period by mutual consent.

Signature of Tenderer

11. The agency whose tender is accepted will be required to furnish by way of security deposit for the due fulfillment of this contract, such sum will be 5% of the tendered cost of work.
12. **Tender by E-mail or Fax will not be considered.**
13. The Institute will not be responsible for any delay in receipt or loss of tender documents during transit.
14. The tender for works shall remain open for a period of 3 months from the date of opening the tenders. If any Tenderer withdraws his/her/ their tender before the said period or makes any modifications in the terms and conditions which are not acceptable to the institute, then the Gandhigram Rural Institute-Deemed to be University, Gandhigram shall without prejudice to any other right or remedy be at liberty to forfeit the said Earnest Money absolutely.
15. It will be obligatory on the part of the tenderer to sign each page of the tender documents and that after the work is awarded, the agency will have to enter into an agreement with Gandhigram Rural Institute-Deemed to be University, Gandhigram.
16. The work generally consists of daily cleaning, sweeping and removing dust of all aforesaid buildings, open drains, etc. The cleaning and sweeping include daily dry cleaning of the floors, cleaning of toilets, lavatories, urinals and wash basins with cleaning powder, cutting and removal of unwanted bushes around the buildings etc. and any other work connected to sanitation and health like mosquito control measures, insecticide spray and fogging works etc., seasonal work of cleaning of the rooms with disinfecting fluid, mopping and removing dust of carpets/door mates, cobwebs etc. and airing them(for which materials will be supplied by the institute) in the main campus and CRH campus of The Gandhigram Rural Institute-Deemed to be University.
17. It should be understood that the institute intends to get its offices, class rooms, verandahs, museum, laboratory, common halls, hostel buildings, surrounding areas, places etc. cleaned on contract basis through specialized and reputed agencies having good experience of rendering such services. The tenderers are therefore, advised to see the site personally before tendering for the work, in the interest of proper understanding of the area and tidiness and cleaning of the areas expected to be maintained. The agency should visit the site and satisfy themselves/himself as to the conditions prevalent at the site, no claim shall be entertained at a later date by the agency under any circumstances.
18. The Gandhigram Rural Institute-Deemed to be University, Gandhigram does not bind itself to accept the lowest or any tender and reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform and accept the same at quoted rates.
19. Professional or any other tax on materials/services in respect of this contract shall be payable by the agency. The Gandhigram Rural Institute – Deemed to be University, Gandhigram will not entertain any claim whatsoever in this respect.

Signature of Tenderer

ANNEXURE 'A'

SCHEDULE FOR QUOTING RATES

Work: Providing cleaning & sweeping services at Gandhigram Rural Institute (Deemed to be University) main campus and CRH campus.

Description	No. of persons per day	Rate per person per day	<u>EPF@13%</u> (Employer contribution 12% EE-3.67% + EPS-8.33% Administration charges @1%	ESI Employer contribution (3.25%)	Sub-Total (3+4+5)	Total Amount for one day (2) x(6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.Supervisor	2 Nos (Male)					
2. Sanitary workers	45Nos (23 Male +22Female)					
3.Service charges in % (in words& figures)						
4.Grand total (amount Supervisor amount+ sanitary worker +service charges)						

1. Total wages per sanitary worker/day both in figures/words-----
2. Total wages per sanitary supervisor/day both in figures/words-----
3. Service charges in % both in figures/words-----
4. Total amount per day for sanitary workers and supervisor including service charges both in figures/words-----

Note:

- i) **The commercial bid submitted by the agency will be opened only when the agency fulfils all the technical terms and conditions of the contract.**
- ii) The rate for Supervisor should be in conformity with the rates of minimum wages notified by District collector, Dindigul, Government of Tamil Nadu in respect of Semi skilled workmen equivalent to wireless supervisors.
- iii) The rates for sanitary workers should be in conformity with that the rates of minimum wages notified by District collector, Dindigul, Government of Tamil Nadu in respect of unskilled workmen (sweeper, scavenger, sanitary worker).
- iv) The above rates to be quoted and inclusive of wages meant for weekly off, holidays and other benefits such as bonus, EPF,ESI, Insurance, etc,

QUOTATION

I/We agree to execute the sanitary work and my/our service charges (to be quoted in percentage) shall be----- (in figure) ----- (in words) -----
-----of the total amount indicated above table. (Please read the complete tender documents carefully before filling)

Signature of Tenderer

TERMS & CONDITIONS AND TENDER SCHEDULE – ANNEXURE – ‘B’

1. Before quoting, the agency may acquaint itself with the area. For which, details are available in the Office of the Director CRH, GRI-DTBU.
2. The work generally consists of daily cleaning, sweeping and removing dust of all buildings, open drains, etc. The cleaning and sweeping include daily dry cleaning of the floors, cleaning of toilets, lavatories, urinals and wash basins with cleaning powder, unwanted bushes cutting and removal around the buildings etc. and any other work connected to sanitation and health like mosquito control measures, insecticide spray and fogging works etc., seasonal work of cleaning of the rooms with disinfecting fluid, mopping and removing dust of carpets/door mats, cobwebs etc. and airing them(for which materials will be supplied by the institute) in the main campus and in CRH campus of The Gandhigram Rural Institute-Deemed to be University.
3. The material required for the purpose of cleaning like brooms, dusters, detergent, acid, soap, phenyl, naphthalene balls, bleaching powder etc, shall be provided by the Institute. The agency will be responsible for its proper and judicious use and any wastage will invite recovery of the cost of material wasted.
4. The agency shall provide all necessary man power.
5. The services to be provided by the agency are as under:
Daily sanitary cleaning of the toilets, sweeping and dusting of the entire built up area and open area as described in aforesaid paragraphs, collection of waste materials and their disposal at the disposal yard identified by the institute before 8.30 A.M. and other works as directed from time to time and also mosquito control related works.
6. The Gandhigram Rural Institute-Deemed to be University, Gandhigram will not provide any Residential Accommodation to the sanitary workers and supervisors engaged by the Agency. However, a rest room for them will be arranged.
7. The agency shall provide necessary uniform, mask, shoes, Equipments and Machineries etc related to sanitary works and identity cards to the sanitary workers and supervisors employed by the agency.
8. The sanitary workers & supervisors will be bound to observe all instructions issued by the Gandhigram Rural Institute-Deemed to be University; Gandhigram authority concerned with regard to general discipline Rules and behaviour. **Consumption of liquor and smoking in the campus is strictly prohibited. If found guilty the worker will be sent out immediately.**
9. The Cleaning Agency shall comply with all statutory provisions like minimum wages, bonus, ESI and EPF, or any other privileges etc, to their employees. The agency will have to get all the employees deputed to the Gandhigram Rural Institute-Deemed to be University campus, covered under various Labour Act and Insurance applicable. The Gandhigram Rural Institute-Deemed to be University, Gandhigram shall have no liability whatsoever in respect of these employees. They shall not be workmen of the Gandhigram Rural Institute-Deemed to be University, Gandhigram under any law relating to their employment. The Gandhigram Rural Institute-Deemed to be University, Gandhigram authority will not be responsible financially or otherwise for any injury or loss etc. to the personnel in the course of performing the works.
10. It is mandatory that the **Attendance Register** of the supervisors and sanitary workers maintained by the agency and submitted to the authorized person of the institute everyday and get countersigned. The biometric system of attendance may also be maintained.

Signature of Tenderer

11. The agency will not change the Supervisory staff frequently without prior written permission of the institute authority concerned.
12. The agreement shall be in force for a period of one year from the date of agreement or office order to commence the work.
13. The agreement may be extended for further period or periods by mutual consent.
14. The agreement can be terminated by either side by giving one month notice in advance in writing except in the event of failure in providing services on the part of agency in which event the agreement shall be terminated without giving any notice, whatsoever by The Gandhigram Rural Institute-Deemed to be University. The Gandhigram Rural Institute shall not be responsible for any payments thereafter. The decision of the Gandhigram Rural Institute-Deemed to be University, Gandhigram authority as to what constitutes failure of the services shall be final and binding on the agency and shall not be questioned in any manner.
15. The Security Deposit shall be refunded to the Agency within a period of three months from the date of termination of the contract subject to such deductions/recoveries that may be made by the Gandhigram Rural Institute-Deemed to be University, Gandhigram authority for loss or damage to its properties or work covered under risk at the cost of the agency.
16. The number of duty hours for staff should be as per provisions of the Labour Laws. Compliance to applicable Labour Laws will be the sole responsibility of the sanitary agency of the contract.
17. The sanitary workers /supervisors shall be in proper uniform with an ID card. The said uniform and ID card will have to be provided by the Agency.
18. The Institute will not provide the Transport, Canteen, Food, Medical or living facilities to the sanitary workers /supervisors.
19. The agency shall ensure that all the workers and supervisors of the agency must compulsorily follow all the rules and orders regarding safety precautions, conduct and discipline as it is desirable in the campus of Gandhigram Rural Institute-Deemed to be University, Gandhigram and will have to abide and maintain strict law and order.
20. If any portion of the assigned sanitation work is not carried out according to the instruction of the institute, then the institute authority will get such work executed at the risk and cost of agency and, a penal recovery at two times of the actual expenditure incurred in getting the work done shall be recovered from the agency.
21. The Gandhigram Rural Institute-Deemed to be University shall pay the agency each month at rates as accepted by the Institute after ensuring the satisfactory performance of the agency and compliance of EPF/ ESI procedures.
22. If during execution of the work any loss is caused to the Institute's property due to negligence by the Agency's staff, the same shall be made good by the agency at its own cost and in case, if it fails to make good, the loss amount shall be recovered from dues including /security deposit.
23. The agency shall provide services on all seven days of a week (Monday to Sunday) including Government holidays by deploying the sanitary workers and supervisors to hostels, buildings and some important areas, and Faculty Guest House and main road sweeping. It is the responsibility of the agency to provide weekly off to the staff on rotation basis.

Signature of Tenderer

24. The agency shall be entirely responsible for all payment of remuneration/wages to the sanitary workers and supervisors employed in sanitation work of the institute.
25. The cleaning of the premises as detailed in the above Items will be inspected by The Gandhigram Rural Institute-Deemed to be University, Gandhigram authority and in case of lapses decided as per sole discretion of Gandhigram Rural Institute-Deemed to be University, Gandhigram authority, the Agency may be penalized up to Rs.200/- on each occasion subject to maximum of Rs.5000/- per month.
26. The agency should provide the requirement of **45 (Male-23 Female-22)** Sanitary workers and **2** Supervisors for all working days (Monday to Saturday) and 25 workers (men-15, women-10) one supervisor on Sundays without any deviation. The sanitary staff must be in the age group of 20 - 45years and shall be in good health. The wages claimed for sanitary workers who are employed beyond the age prescribed will not be entertained for the payment of their wages. Hence, care should be given while employing with age and health, etc. The supervisor should be a qualified person (preferably PGDSI course) and should have two years experience in supervising sanitary /housekeeping works and should report to the authorized staff in charge of GRI.
27. For whatsoever reason, if a demand is made by the Gandhigram Rural Institute-Deemed to be University, Gandhigram for additional manpower during the contract period, the agency will be under an obligation to provide such requirements at the same accepted rates.
28. The concerned agency should send officials nominated for this purpose and ensure that the entrusted sanitation work carried out by their staff effectively at least twice in a week during the working hours for which no payment will be paid by the Institute.
29. It shall not be obligatory on the Gandhigram Rural Institute-Deemed to be University, Gandhigram Gandhigram to accept the lowest tender and no tenderer/tenderers shall demand any explanation for the cause of rejection of his/their tender. If the tenderer deliberately gives/tenders wrong information in his/their tender or creates circumstance for the acceptance of his/her/their tender, the GRI reserves **the right to reject such tender at any stage.**

I/WE HAVE READ THE ABOVE INSTRUCTIONS AS WELL AS ALL THE OTHER PARAS OF INFORMATION, INSTRUCTIONS AND TERMS AND CONDITIONS BEFORE QUOTING THE RATE:

1. TENDERER'S SIGNATURE:
2. NAME :
3. ADDRESS & SEAL OF THE TENDERER:

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TO

THE REGISTRAR, GANDHIGRAM RURAL INSTITUTE-DEEMED TO BE UNIVERSITY,
 GANDHIGRAM-624 302, DINDIGUL –DISTRICT-TAMIL NADU

Signature of Tenderer

TENDERERS SHOULD FULFILL THE FOLLOWING CONDITIONS FOR TENDERING

1. Agencies should have a minimum experience of 5 years in sanitation and housekeeping maintenance in any institute of TamilNadu. Copy of evidences need to be enclosed with the tender form.
2. The Tenderer should have handled sanitary service worth not less than Rs.10 lakhs (Rupees ten lakhs) at least for one contract per annum during the year immediately preceding this tender. Evidence need to be enclosed with the tender form.
3. The tenderer should have had a minimum turnover of at least 40 lakhs per year for the last three years.
4. Evidence for payment of EPF and ESI during the last year should be enclosed with the technical tender to be submitted. Copies of Registration Certificates should be sent with tender form.
5. Attested copy of Income Tax Clearance Certificate should be produced along with the tender.
6. A copy of Company/Organization's Registration Certificate should be enclosed with the tender.
7. The tenderer should have at least 200 sanitary personnel on their pay role as on date.
8. The Agency and/or their representative and the duty personnel should report to the authorized person in this institute who will be the controlling officer for sanitation on behalf of the institute.
9. The agency has to submit Performance Guarantee from a Nationalized / Scheduled Bank for a value of 5% of the total value of the work allotted.
10. A copy of valid 15 digit service tax code number along with Service tax registration certificate) to be enclosed
11. A copy of valid INCOME TAX Permanent Account Number (PAN), GSTN to be enclosed
12. A copy of valid Tax Deduction Account Number (TAN) to be enclosed
13. A copy of valid Inspector, Shop and establishment Act registration certificate to be enclosed
14. The tenderer should be a registered and license holder for engaging contract labour from The Labour Commissioner (Central) under Contract labour (Regulation and abolition) Act 1970 .Document must be enclosed in proof of this.
15. Copies of Income Tax returns for the recent three assessment years, 2017-2018, 2018-19 and 2019-2020 should be enclosed
16. Attested copies of EPF & ESI paid Challan for not less than 200 for every month enrolled in ECR form
17. The tenderer should specify whether they are company, (under Companies Act) sole proprietor or partnership firm or society, Name and addresses of the partners if any should be specified with all details such as address proof etc.
18. In case of companies, Memorandum and AOA and incorporation certificate from ROC are to be enclosed
19. In case of partnership concern, partnership deed copy to be enclosed
20. In case of a Society, its bye-laws to be enclosed

21. Name of the concern, date of commencement of the concern, address of the concern, Post Box No, Email ID, and Telephone No. & Fax No. Mobile No.etc, have to be furnished.
22. Name of the person and his designation for contact.
23. Name of the banker, address, IFSC & MICR codes.
24. Details of Number of employees along with EPF UAN number at present must be enclosed.
25. Details of experience in the field of sanitation and other related work information (Separate statement may be annexed)
26. Details of sanitation work carried out elsewhere from the year 2016-2017, 2017-2018, 2018-19, 2019-20, 2020-2021 (enclose proof of experience/performance/commendation certificate)
27. Specimen signature of the authorized signatory together with designation and seal of the company/organization should be attached.
28. Quotations/Tenders not covering minimum wages and statutory payments will be liable to be rejected.
29. A certificate for disbursement of wages for previous month should be enclosed along with the monthly bill.
30. Attendance should be maintained properly for the supervisor and sanitary workers by the agency and get endorsed every day by the authorized person of the GRI-DTBU, Gandhigram.

THE GANDHIGRAM RURAL INSTITUTE-DEEMED TO BE UNIVERSITY
GANDHIGRAM- 624 302 DINDIGUL DISTRICT, TAMIL NADU
TENDER FOR SANITARY SERVICES –CODE R/SAN/2019
BRIEF RESUME ABOUT THE ORGANISATION

1	Name of the Organization	
2	Address of Regd./Head Office	
3	Branches:	
4	Type of organisation (tick appropriate column)	
	a) Public Sector Organization	
	b) Private Limited concern	
	c) Partnership firm	
5	Registration No. & Year of Registration	
6	Details of workforce	
	a) No. of officers	
	b) No. of supervisors	
	c) No. of sanitary workers	
	d) No. of supportive staff	
7	Are you paying minimum wages as per the Minimum Wages Act to your Employees, mention last minimum wage paid	
8	Are you complying with the respective statutory provisions such as Employees Provident Fund Act, E.S.I. etc.?	
9	Are you paying employer's contribution towards Labour Welfare Board? Please furnish details of Receipt No. date etc.?	
10	Are your employees provided with the following?	Uniforms
		ID cards

		Rain Coats
		Gloves
		Gum Boots
		Any other specify
11	What are the norms followed by you in the recruitment staff of the following category of sanitary staff?(qualification and experience)	
	a) Sanitary supervisor	
	b) Sanitary workers	
	c) Others	
12	What is the average age of your sanitary staff?	Sanitary supervisor:
		Sanitary workers:
		Others:
13	Furnish the amount of turnover of your organization during the last three years with the details. (year wise and institution wise)	
14	Your PAN No, GSTN and Tax paid for the last 3 years (please enclose evidence)	
15	Furnish the particulars of remittance cost of tender forms of Rs. 1040/ (Rupees one thousand only) DD No. & Date and Drawee's Bank/ challan date and A/c No.	
16	Furnish the particulars of remittance of EMD of Rs.5, 00, 000/-, (Rupees five lakhs Only) DD No. & Date and Drawee's Bank.	
17	Will you be able to provide additional manpower on any special occasion on requirement?	
18	Any other information you wish to furnish	

Signature of Tenderer

19. Give details of experience

Sl. No.	Name and address of contract Organization	No. of years of Service From -to	No. of sanitary workers per shift	Contract value in Rs.

Place:

Date:

SIGNATURE

DESIGNATION

SEAL

To

The Registrar,
Gandhigram Rural Institute - Deemed to be University,
Gandhigram – 624 302
Dindigul District
