



TENDER NOTIFICATION

Head, CLPC, Adichunchanagiri Shikshana Trust invites closed tenders from eligible tenderers or bonafide licensed manufacturer or OEM or their Authorized supplier/dealer/distributor in the state of Karnataka for the **Providing of House Keeping Service at BGSMCH Hospital, Nagarur, Nelamangala, Bangalore rural District-562123.** as per Section I & II.

Sl. No	Particulars	Details
1.	Name of the tender	Providing of House Keeping Service at BGSMCH Hospital, Nagarur, Nelamangala, Bangalore rural District-562123
2.	Last date for bid submission	On or before 05.10.2026 05:30 PM (Tender Submission to this mail id clpcheadtender@bgscet.ac.in is Mandatory).

SECTION - I

Instructions to Tenderers

- The Tenderer shall submit the bids (Technical & Financial bids) through the mail id: **clpcheadtender@bgscet.ac.in** on or before the last date of tender submission (for any or all list of items) on professional business letterheads only. The details to be printed on the letter head is as follows
 - Tender for Providing of House Keeping Service at BGSMCH Hospital, Nagarur, Nelamangala, Bangalore rural District-562123.
 - Tender Reference number..... [Insert Number]
 - Address to "The HEAD, CLPC, Sri Adichunchanagiri Shikshana Trust, BGSCET Campus, Mahalakshimpuram, Bengaluru - 560086"
 - The tenderer shall submit the original documents to this office on the last day of submission for verification who prefers to submit the tender through Post can dispatch the same through Registered post / Speed post or Couriers as to reach the above address on or before the due date and time specified in the Tender Notice. Tenders received after the due date and time, for what so ever reasons will not be considered and the authority, Head of CLPC will not be liable or responsible for the same.
- Tender Currency:** Prices shall be quoted in Indian Rupees only.
- AMC/CMC (IF ANY)** is subject to the Sri Adichunchanagiri shikshana trust's norms.
- Warranty:** 3 Years.
- Amendment of tender documents:** At any time prior to the deadline of submission of tenders the trust may, for no reason, whether as its own initiative or otherwise modify the tender documents by amendment. Sri Adichunchanagiri



- Shikshana Trust reserves all the rights to accept, reject, incorporate changes and re-tender without giving any reasons.
- 6) **Documents Comprising the Tender:** Shall attach Brochure, Certification of the product, Bank/account details, PAN, GSTIN, Good Standing Certificate and 02 years of ITR declaration inside the envelope and the company contact details with email id on the in the below mention format in annexure - 1.
 - 7) **Tender Prices:** Prices indicated on the price schedule shall be entered separately I.e. the price of the goods, quoted (ex-works, ex-factory, ex-showroom, ex-warehouse, or off-the-shelf, as applicable), including all duties and sales and the other taxes already paid or payable. Any Indian duties, sales and other taxes which will be payable on the goods if the contract is awarded. Conditional tenders will not be considered. The bidder has to give the quotation in the below enclosed format in annexure - 2.
 - 8) **Validity of the Bid:** 90 days from the last date of submission of bid.
 - 9) **Corrupt or Fraudulent practices:** Sri Adichunchanagiri Shikshana Trust requires that the tenderers, observe the highest standard of ethics during the procurement and execution of such contracts. In purchase of this policy:
 - a) Will reject a proposal for award if it determines the tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
 - b) Will declare a firm ineligible, either indefinitely or for the stated period of time, to be awarded a university contract if it any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a trust contract.
 - 10) **Process to be confidential:** Information relating to the examination, clarification, evaluation, and comparison of tenders and recommendations for the award of contract will not be disclosed to tenderers or any other persons not officially concerned with such process until the award to the successful tenderer has been announced. Any effort by a tenderer to influence the employer's processing of tenders or award decisions may result in rejection of his tender.
 - 11) **Clarification of Tenders:** To assist in the examination, evaluation, and comparison of tenders the employer may, at his discretion, ask and tenderer for clarification of his tender, including breakdowns of unit rates. The request for clarification and the response shall be writing or by cable, but no change in the price or substance of the tender shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by the employers in the evaluation of the tenders.
 - 12) **Delivery:** The successful BIDDER should commence the service as per the tender document/work or purchase order. For any queries or assistance, please write to clpthead@bgscet.ac.in or telephone to +91- 8123707324.



General Terms and Conditions Applicable to Human Resource Services

1. The staff deployed by the successful bidders are for fixed work and fixed period only and they are not entitled to employment on temporary or permanent basis by Adichunchanagiri University/BGS Medical College and Hospital/Centre Led Procurement Cell during the contract period.
2. The successful bidder shall provide the employees with recent photograph proof identity card in the name of the company/organization which shall be compulsorily displayed by the employees while on duty.
3. The successful contractor shall provide uniform and personal protective equipment, which shall be compulsorily worn by the employees during the performance of duty; these expenses can't be claimed by the organization.
4. Successful bidders will have to provide EPF, UAN and ESI account numbers of the employees assigned to the services at ACU, BGSMCH within 30 days of awarding the contract. If the bidder fails to submit the above details, amount will not be released.
5. Successful bidder should provide cleaning equipment like Single disc machine – 2 no's, Auto scrubber machine – 2 no's, Sweeper Machine – 2 no's, Vacuum Big – 1 no, on all routes. If failed, a penalty amount will be deducted from the service charges.
6. Successful bidder should execute an agreement on Rs. 200/- non-judicial stamp paper in the prescribed format with Principal/Dean, BGSMCH, Nagaruru within 15 days from the date of receipt of work order. After receiving the letter of acceptance of the work order, the said agreement will be executed.
7. ACU/BGSMCH, Nagaruru shall not be responsible for any accidents, injuries and untoward incidents caused to the employees in the course of duty, and the contracting agency shall be solely responsible for the cost/compensation in such case.
8. Sub-contracting of work to other contracting agencies, if noticed, the contract will be terminated by giving a notice of 07 days. Any loss caused to ACU/BGSMCH, Nagaruru by such actions shall be fully borne by the Agency.
9. As per the directive/law issued by the Government from time to time, the agency shall pay the PF and ESI levy directly using their registration code, along with the subsequent month's bills. The agency shall provide applicable certificates with respective payment movements separately as per the human resources provided along with the biometric attendance. Otherwise, the bills will not be considered for payment. Payment of such amount shall be the responsibility of the Agency/Institution.
10. The successful bidder shall comply with the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and the orders issued thereunder by the Government of Karnataka, working methods, maintenance of various documents and records, and failure to do so shall make the successful bidder liable for penalties imposed by the competent authority under the Act. The Contractor shall comply with all other legal and industry laws and such Acts and Regulations.
11. As per the provisions of Contract Labour (Regulation and Abolition) Act-1970 and Karnataka Rules-1974, the agency shall obtain the original license



- certificate from the Assistant Labour Commissioner, Government of Karnataka/Government of India and submit it along with the technical bid.
12. Any concession/reduction in GST/Minimum Wage/PF/ESI due to change in Central Govt/State Govt policy should be obtained and transferred to ACU/BGSMCH, Nagaruru.
 13. Labour department notified wages for Zone II (NELAMANGALA) for the FY 2025-26 should be quoted.
 14. The successful bidder shall maintain appropriate records as required under the Contract Labour (Regulation and Abolition) Act 1970 and Rules and other relevant Acts. ACU/BGSMCH, Nagaruru, Central and Govt agencies should check/scrutinize the documents/records as and when required.
 15. The Registrar of ACU/BGSMCH, Nagaruru/Principal/Dean has the power to increase or decrease the number of staff up to 25%.
 16. Such terms and conditions as may be deemed necessary for smooth performance of the contract shall be included in the work order issued to the successful bidder and he shall be bound by such terms and conditions.
 17. ACU/BGSMCH is an organization established at Nagaruru, Nelamangala Taluk, Bangalore Rural District to provide HR services to the selected bidders at the locations mentioned below: (A) BGSMCH Medical College premises; (B) All Sections; (C) Other sections prescribed in the agreement.
 18. Bidders should quote their rates only for the human resources. Consumables and cleaning materials will be provided by the institute.
 19. Successful bidder should obtain permission from the reporting authority before appointing or terminating the employee for the duty, and it should be as per the Contract Labour (Regulation and Abolition) Act, 1970.

Technical Eligibility Criteria

20. Bidders should possess registration certificate issued under Shop & Establishment Act, 1976 of Labour Department.
21. As per the provisions of the Contract Labour (Regulation and Abolition) Act-1970 and the Karnataka Rules, 1974, the Assistant Labour Commissioner should hold a license issued by the Government of Karnataka/Government of India.
22. Bidders should have valid registration certificate with GST and PT.
23. Bidders should have a valid registration certificate under ESI and EPF Act.
24. Bidders must have a registered office or service centre in Karnataka.
25. Bidders must possess a valid Income Tax Registration Confirmation.
26. Bidders regarding payment of profession tax for the year 2024-25/2025-26.

Experience

27. Bidders should have 5 years' previous experience of providing human resources services to a minimum of 200 cleaning and scavenger staff in Government/Non-Government/Medical Educational Institutions/Private Hospitals/Government



Departments/Autonomous Medical Colleges, failing which such bidders will be considered technically ineligible. (Bidders having more than 200 cleaning and scavenger staff should submit an experience certificate and a performance certificate from the institution served earlier.)

Human Resource Capacity

28. Bidders should have minimum manpower of 200 cleaning and scavenger personnel.
29. Bidders should have paid the ESI and EPF levy payable in respect of human resource services of at least 200 cleaning and scavenger staff to the concerned department.

Economic Criteria

30. Bidders should have PAN card, GST registration and 3 years' IT returns.
31. Successful bidder should deposit 1-month employees' gross salary amount (including statutory payments and GST) as security deposit including relieving charges, which will be refunded after the contract period is over without any interest.

Bidders shall upload all the documents relevant to their eligibility criteria and present the original documents before the Tender Scrutiny Committee for verification on the prescribed date, failing which the tender shall be rejected.



Section - 2

Technical Specification

SL. No	Particulars	Total Quantity in Nos.
1.	House Keeping Supervisor (Male)	3
2.	Scavenger (Male)	10
3.	House Keeping Staff (Female)	50
4.	Attenders (Male)	45
5.	Attenders (Female)	40

Sl. No	Particulars	Rate per House Keeping Supervisor (Male) per month	Rate per Scavenger (Male) per month	Rate per House Keeping Staff (Female) per month	Rate per Attenders (Male)	Rate per Attenders (Female)	Total Amount in Rs.
1	Basic						
2	VDA						
3	Gross Wages						
4	EPF@13%						
5	ESI@3.25%						
6	Service Charge by the agency						
Grand Total in Rs.							

Note:

1. Minimum 2% service charge is fixed. If a bidder quotes less than 2% service charge, that financial offer will be rejected.
2. The service charge per person per month should be quoted in percentage (%).
3. Service charge should be quoted excluding GST.
4. Applicable income tax will be deducted as per prevailing rules against the bills submitted.
5. Professional tax will be deducted as per PT rules.



Sl. No	Particulars	Amount in Rs.
1	PAY	As applicable
2	Wages Fixed (Basic + VDA)	
3	Contribution by Employer	
4	EPF@13%	
5	ESI@3.25%	
	Total contribution	
	Total Basic cost based on minimum wages per person/per month	
	House Keeping Supervisor	As per minimum wages issued by GOK
	Scavenger	
	House Keeping Staff	
	Attenders	

Note: The monthly payment to the workers shall not be less than the minimum wages of the labour department of GOK for House Keeping Services (w.e.f. 01.04.2025) and Directorate General of Resettlement, Ministry of Defence, GOI for House Keeping Supervisor for present SR (w.e.f. 01.10.2025). If the quoted rates are below the minimum wages, the tender will be rejected. The bidder shall quote service charges separately. The payment of wages to key personnel is the sole responsibility of the bidder, and any breach of such laws or regulations shall be deemed to be a breach by the contractor.



Annexure - 1

Particulars of the Bidder

Sl. No	Description	Details (to be filled by the responder to the Bid)
1	Name of the company	
2	Official address	
3	Phone No. And Fax No.	
4	Corporate Headquarters Address	
5	Phone No. And Fax No.	
6	Web Site Address	
7	Details of Company's Registration (Please enclose copy of the company registration document)	
8	Name of Registration Authority	
9	Registration Number and Year of Registration	
10	ISO certifications and its validity	
11	GST registration No.	
12	Permanent Account Number (PAN)	
13	Company's Revenue for last 3 years (Year wise)	
14	Company's net worth for the last year	
15	Bank Details (Name, Account no., Branch, IFSC, MICR)	



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Annexure – 2

The Bidder has to quote the rate in the Item Data available online with this bid.
Details to be filled up for the price bid are as below:

The price shall be inclusive of all taxes (inclusive of GST) under the relevant Laws of India.

SL. No	Particular	Amount In Rs. (Inclusive of All the taxes)
1	Providing of Providing of House Keeping Service at BGSMCH Hospital, Nagarur, Nelamangala, Bangalore rural District-562123.	

Total Amount in Words:


THE HEAD
LPC, ACU
shnipuram
560 086