

Administration of Dadra and Nagar Haveli, UT,  
(Department of Education)  
Silvassa.

No.EDN/GNL/Outsourcing/2011-3577

Date :- 28.01.2012

Tender for outsourcing the facility management service i.e. cleaning and sweeping and providing security guard at Govt.Higher Secondary School at Dadra,Rakholi,Naroli,Dapada and Silvassa(T)

In the name of President of India the Director of Education,Dadra and Nagar Haveli, Silvassa invites on line tender on <https://dnh.nprocure.com> from the eligible agencies/firms for below mentioned work.

Sr. No.	Name of work	Tender ID No.	Estimate Cost Rs.	Earnest Money (Rs.)	Tender fees Non refundable (Rs.)	Time limit including monsoon.
1,	Out sourcing the facility management service i.e. cleaning & sweeping and providing security guard at Govt. Higher Secondary School at Dadra ,Naroli, Rakholi,Dapada and Silvassa (Tokarkhada)	72893	40,00,000/-	1,00,000/-	1000/-	Annual contract

On line downloading & submission of tender document up to 13.02.2012, 15.00 hrs.

On line Opening of Technical Bid on 15.02.2012, 15.00 hrs.

Online Opening of Price Bid on 15.02.2012, 16.00 hrs.

Bidder have to submit price bid in Electronic format only on <http://dnh.nprocure.com> website till the last date and time for submission.Price Bid in physical format shall not be accepted in any case.

Submission of Terms and Conditions for outsourcing the facility management service(Providing Security Guards and Sweeping and Cleaning)tender fees, License/Registration,PF Number allotted by the Government/Police Registration from Dadra and Nagar Haveli, Service Tax Registration, EIS(Insurance), Registration under Building & Other Construction Workers Welfare fund, EMD and other documents etc.in hard copy to above mentioned addressed by RPAD/Speed post,However,Tender inviting Authority shall not be responsible for any postal delay. The said documents can also be deposited in the office of the undersigned up to 15.02.2012 @ 15.00 hrs.

The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reason thereof.

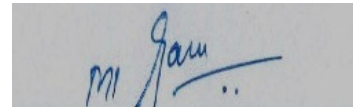
Bidder shall have to post their queries on E.Mail Address “ [asde-admn.dnh@nic.in](mailto:asde-admn.dnh@nic.in)” on or before dated 13.02.2012 up to 15.00 hrs.

In case bidder needs any clarification of if training required to participating in online tender. They can contact the following office:-

“(n)Code Solution-A Division GNFC Ltd.”

403,GNFC info Tower,Bodakdev,Ahmedabad-380054,Gujarat(India)

E.mail:nprocudure@gnfc.Net Fax+91 7926857321 Website :[www.nprocure.com](http://www.nprocure.com)



( R. K. Gaur )

Director of Education,  
DNH, Silvassa.

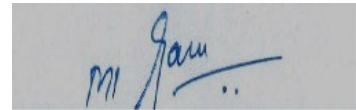
To,

(n) Code Solution- A Division of GNFC Ltd.

301,GNFC Info tower,S.G.Road,Bodakdev,Ahmedabad-380054 for publication on line tender.

Copy fd.w.cs.to :-

- (1) The field Publicity Officer,DNH,Silvassa for publishing in each of Gujarati/Hindi/English leading news paper having largest circulation in the area.
  - (2) The Secretary(Information & Publicity),Daman & Diu and Dadra and Nagar Haveli, O.I.D.C. Camp Office, Moti Daman- 396 220 w.r to order  
No .OIDC/DMN/11-12/10/110 dtd.10-5-2011 for urgent necessary action.
  - (3) The N.I.C.Silvassa for publishing/listing in DNH website.
  - (4) All Head of Office,Dadra and Nagar Haveli, Silvassa for wide publicity.  
Copy to Notice Board,Education Department for wide publicity.
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- 1] P.A.to the Hon. Administrator for kind perusal of Hon. Administrator, Secretariat, UT of DNH, Silvassa.
  - 2] P.A. to the Hon. Development Commissioner, Secretariat, UT of DNH, Silvassa, for kind information.
  - 3] P.A.to Secretary(Education) DNH, Silvassa for information.
  - 4] P.A.to Secretary (Finance),DNH, Silvassa for information.
  - 5] All Head of Offices, UT of DNH, Silvassa.
  - 6] All eligible Contractor, as per list available with this deptt.
  - 7] District Information Officer, N.I.C. Dadra and Nagar Haveli, Silvassa with a request to publish the Tender Notice in the official Website.



( R. K. Gaur )  
Director of Education,  
DNH, Silvassa.

**TERMS AND CONDITIONS FOR OUTSOURCING THE  
FACILITY MANAGEMENT SERVICES**

**Name of Work :-Sweeping and Cleaning**

- 1) Bid security also known as Earnest Money Deposit (EMD) in form of Call deposit receipt or Fixed Deposit Receipt from schedule bank in Favour of Director of Education, Dadra and Nagar Haveli, Silvassa, required for this works should invariably be enclosed along with the tender documents. The tender received without EMD will be summarily rejected.
- 2) The tender shall have to produced a list of works executed in various Govt./ SemiGovt.organisation,school,College,University,Municipalities,corporate with proof,
- 3) All the particulars in the tender documents shall have to be filled up by the tenderer under his own signature in case of individual and under the signature of authorized partner/signatory in case of partnership firm/joint stock company along with stamp invariably. The tender with insufficient information shall be summarily rejected.
- 4) The right to accept or reject any tender partly or fully without assigning any reason thereof is reserved with the Director of Education, Dadra and Nagar Haveli, Silvassa and his decision on all matter relating to acceptance or rejection of the tender in whole or in part will be final and binding to all.
- 5) No application/clarification shall be accepted from the tenderers once tenders are received by the department.
- 6) The successful tenderers shall have to engage labours/sweepers and other persons required for the operation of the contract/facility management/services etc.in sufficient number required for this job.
- 7) In case of any accident with staff/employee of contractor/bidders during the course of execution of the agreement/work, and or the damage done by the contractor or his staff to the property of the schools ,the responsibilities of such cases/accident/damage shall remain on the part of the contractor/bidders .The deptt. shall not be responsible for any kind of accident with labours engaged for this job. The cost of damage of property shall be recovered from the contractor/agency.
- 8) The successful tenderers will have to pay within ten(10) days from the date of demand an amount of 10% of the tendered cost as a Security deposit in form of fixed Deposit receipt/Call deposit receipt from scheduled bank in favour of Director of Education, Dadra and Nagar Haveli, Silvassa.
- 9) Non receipt of The Security Deposit within the stipulated time will be penalised at the rate of 0.25 % per day on amount of SD up to 15 days per day. Non receipt of any penalty

or SD within 15 days period,will result in automatic cancellation of accepted tender without intimation.

- 10) The contractor at his own risk and cost shall have to grant benefit of leave plus pay emoluments to the labours as per the law in force .In case of any loss to the Department/school authority due to the breach of any conditions of the labour license/act on the part of the contractors, such losses shall be recovered from the contractors. If required the same can be recovered by the Administration/School authority from the Contractors as a recovery of land revenue.
- 11) The Staff of Education deptt./School including the superior authority of the Administration shall oversee the operation of works carried out by the contractors and contractor shall be bound to obey all the instructions of the superior authority.
- 12) In case of breach of any of the conditions of the contract by the contractor or if the work of the contractor is found unsatisfactory by the deptt./school authority, such contract shall be terminated by the Department /school authority. The Administrator, Daman & Diu and Dadra and Nagar Haveli shall be the authority for arbitration and the decision of the Administrator wilbe final and binding to all.
- 13) The works as mentioned in the **Annexure – A** are required to be under taken by the successful contractor during the course of agreement. The same are as under in brief,
  - (a) The work like collection of garbage, nest of birds, lizards, lifting and disposing of small carcass and picking of waste like papers, choke dust scrap of furniture and other articles from each class room, verandas, toilets laboratories,stores, canteen,gymkhana,auditorium/community hall,indoor and outdoor stadium,workshops,and offices of the school authorities within the premises of the school building and school campus and disposing the same in scientific manner.Cleaning of toilets,bath rooms.wash basins,washing platform and area in and around water huts,laboratories in hygienic and scientific manner including removing of unwanted stains from the wall and flooring.Removing of blocking of sever line w/c line waste water and rain water line, dewatering of septic tanks/soak pits including using of suitable cleaning solution and spreading of medicine etc.to maintain clean and healthy environment except cleaning of internal drainage system, storm water drainage if any within the premises of the school,over head tanks, medical waste.
  - (b) Sweeping and cleaning of class rooms, offices, verandas staircase,terraces,gymkhana,laboratories,toilets,canteen,auditorium/community hall, indoor and outdoor stadium ,workshops, and offices of the school authorities within the premises of school building and school campus, removing of stains from walls and flooring including dry and wet moping,dusting and cleaning all tables,chairs benches,switch boards,black boards,notice boards sink and platform of laboratories, glass cleaning, doors and window cleaning and removing of dust from walls, ceiling, wall spotting and dust bins cleaning etc. including dry and wet moping in entire

premises of the school building using of suitable cleaning solution and spreading of medicine to maintain a clean and healthy environment.

- (c) Sweeping and cleaning of internal roads, approaches pathways, lobby, corridors, parking places within the school campus including picking of plastic, waste of papers, garbage cow dung, carcass etc. from the entire campus of the school including the work like cutting of plants, grass and vegetation, watering to plant, etc. and work/s which is /are falling within the definition of the house keeping work but excluding gardening, land scrapping work.

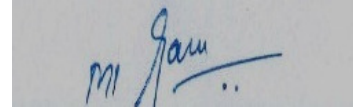
The above work shall be inclusive of man powers, housekeeping chemicals, toiletries kits like acid, phenols, naphthalene balls, brooms, mops, indoor and outdoor cleaning and sweeping kits/materials etc. The deptt. shall provide electricity and water supply facilities at free of cost for the above said operation/works. The Contractor/successful bidder cannot stop works/operation/cleaning/sweeping etc. on the pretext of any objection/s raised by him.

- 14, In case the successful tenderer stops the work/operation either partly or fully during the agreement period, the Department/school authority reserved the right to get such work(s)operation executed through any other sources at the risk and cost of such defaulted contractor. The SD of the such defaulted contractor shall be forfeited. Any additional payment which has to be paid to execute the work under such circumstances for such works /operation the said amount shall be recovered from the pending bills/ deposit /any other works of the default contractors and /or shall be as on arrears of land revenue.
- 15, If the contractor is found to execute any offensive work/activities not covered in the contract agreement/conditions, instructions, the proportionate amount of such works shall be recovered as penalty from the running bill payable to the contractor.
- 16, The contractor shall have to take all care during the course of works/operation so that the any, articles of the school/Govt. can not damaged and shall also not create any hindrances for students of school or for school authorities .The work schedule for cleaning and sweeping of indoor and outdoor shall be arrange in such a manner so that all classes, laboratories, offices etc shall be swept and cleaned at least one (1.00) hour before starting of school.The successful bidder shall get approved work schedule from the Director of Education/school authority so as to avoid any dispute during the course of operation/services period.
- 17, The successful tenderer has to start the works/operation as per the tender terms, conditions and specifications within 15 days on receipt of the work order.
- 18, Any dispute of civil or criminal nature shall be within the jurisdiction of the local court of Dadra and Nagar Haveli(UT)
- 19, (a) The contractor shall has to offer unconditional bid/tender in the tender form itself. Any bid/tender with condition/s shall be summarily rejected.

- (b) If any change in the administrative procedure/rules by Department/school authority time to time which is suitable to the Department/school authority for smooth operation of works shall have to be binding to the contractor/s and for that the contractor shall have to give his willingness in writing.
- 20, In case any dispute in terms of interpretations of agreement/contractor, the decision of the Director Education/Secretary Education/Administrator whichever is applicable in such cases shall be final and binding to all.
- 21, The priority shall be given to the person(s)/organization(s) for this work/operation who are having experience of at least two year or more for such type of works.
- 22, The successful tenderer shall have to take all care to avoid any accident during the course of work/operation for which all required precautions/steps are to be taken up on works site at the cost of contractor to handle such case at his/ their own cost and pay the damages/compensation payable if the court or any other competent authorities may decide/order .The Department/school authority shall not be responsible for such cases/incidents or for payment of any damages/compensation which may occur on such incidents.
- 23, The contractor shall have to produce all required evidence in respect of individual proprietor, partnership deed in case of partnership/firm and copy of the Memorandum and Article of Association in case of registered company.
- 24, The works/operation for cleaning and sweeping of toilet blocks, indoor and outdoor premises/area of School and its internal roads, pathways ,corridors and lifting of garbage, picking of plastics and waste and lifting of carcass etc.is a part of essential service of General/Public Health, hence the contractor shall not postponed or close /stop such works in any circumstances/on any pretext. The carcass from building,basement,roof,water tank, nala, drainage, open space, stadium within the campus of school shall also be removed by the contractor without any additional charges. If such day to day works is not found satisfactory, then the penalty at the following rate shall be charged from the contractors and such penalty shall be recovered from the running bill or as per the condition of the contract.
- (a) Not sweeping cleaning of class room/office/laboratory/workshop  
gymkhana/indoor stadium/auditorium/community hall Rs.25.00 per day per class  
room/office/laboratory/workshop/gymkhana/indoor  
stadium/auditorium/community hall as the case may be.
- (b) Not cleaning, sweeping of road ,picking of waste and plastics from campus of the school Rs.200/- per day or equal amount of full day work to be paid to the Third Party for such category of work whichever is higher.
- (c) Non lifting and disposal of the carcass of small animals like dog, goat, birds, cat ,rat/mouse, lizard, snake etc.Rs.25/- per carcass.

- 25, If the contractor fails to execute the works of cleaning and sweeping of class room/office/laboratory/workshop/gymkhana/indoor stadium/auditorium/community hall, roads, pathway ,corridor, veranda etc.and picking of waist,plastics etc. as per the terms and conditions and specifications, such works shall be paid with part rate in accordance with the area/part rate per unit and for non cleaning of class rooms, non sweeping of roads and non lifting of any garbage/carcass etc.as mentioned in clause No.14 above, the Principal/school authority will impose penalty appropriately.The contractor shall have the opportunity to place his grievances, if any, regarding the penalty imposed within seven days to the Secretary(Education),Dadra and Nagar Haveli,who will hear both the parties and his decision will be final and binding to both the parties.
- 26, The contractor shall have to undertake all works like cleaning and sweeping of internal road works,lifting of garbage ,carcass,picking of plastics,waste during all festivals like Holi,Makarsankranti.Navratri,Ganesh Visharjan,Tajia, ChandaniPadwa,Diwali,Christmas even in vacation period also invariably failing which double penalty shall be charged from the contractors for not undertaking the work on such days. However the contractor will be given an opportunity to be heard as per the procedure mentioned in clause (25) above.
- 27, The penalty shall not be charged in case the work is closed due to curfew, flood and flood like situation, cyclone, strike, riots and during any natural calamities, but the contractor shall carry out all the work with extra time and staff if needed, during post calamity.
- 28, The timing for the contractors for all the work/operation/service shall be from 7.00 am to 18.00 pm. However in case of examination, seminar, exhibition, annual day national festivals, special events, emergency and /or any sort of urgency this period can be extendable with the prior permission of the Department/school authority.
- 29, The contractor shall have to obey strictly, the provisions of Minimum Wage Act and Child Labour Act and any other relevant Act/Rules. The responsibilities on violation of these acts shall be of the contractors. The Administration shall not be responsible for any litigation in this regards.
- 30, The rates for the works/tender cost for the work/operation/management/service offered by the contractors shall include all taxes and the cost of all tools and plants, kits, cleaning materials and its kits, cost of all nature of risk factors, medicine including cost of labours and materials for disposing the garbage, vegetation, carcass, waste, plastics etc. up to the nearest Municipal dust bins/dumping yard and/or as directed by the officer in charge.
- 31, The contractor shall provide at his own risk and cost all required uniforms, gumboots, hand glows, raincoat etc. to the labours engaged on works/management of house keeping work. The contractor shall have to get such uniforms approved in advance from the deptt. /school authority.

- 32, The rate shall be valid and operative for One Year for the date of issue of letter and no enhancement shall be granted in the rate once approved during this period. Conditional tender shall be rejected summarily. The contract can be extended up to three year or year to year both on the same terms and conditions.
- 33, The contractor shall offer the rate in Annexure-B1 & B2 attached herewith.



Director of Education,  
Dadra and Nagar Haveli,  
Silvassa.

The above terms, conditions and specification are accepted by me.

Signature and Seal of Contractor/Firm/Institution.

ANNEXURE :- A

Name of work :- Outsourcing the facility Management Services at ( Name of Schools)

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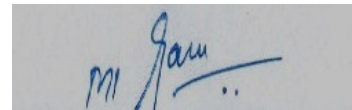
(A)	Within Building :-	
1,	Class rooms	:-
2,	Laboratories	:-
3,	Toilet Block with Urinal	:-
4,	Staircase cabins	:-
5,	Veranda / lobby	:-
6,	Work Shops	:-
7,	Computer rooms	:-
8,	Indoor Stadium/Gymkhana	:-
9,	Auditorium Hall/Community hall	:-
10,	Canteen	:-
11,	Offices	:-
12,	Strong rooms	:-
13,	Store rooms	:-
14,	Terrace	:-
15,	Pump House/rooms	:-

(the above scope of work are already shown in the map available at office.)

**(B)Out sideBuilding** :-Out side building including the following works like cleaning ,sweeping.picking of plastics and waist and garbage from the following places as shown in the map in colour shade,

- 1,Internal roads,:-
- 2, Pathway,
- 3, Parking Places,
- 4, Corridors,
- 5, Out door stadium,
- 6, Open space including area of garden.

(the above scope of work are already shown in the map available at office.))



Director of Education.  
Dadra and Nagar Haveli,  
Silvassa.

TERMS AND CONDITIONS FOR OUTSOURCING THE FACILITY  
MANAGEMENT SERVICES (PROVIDING SECURITY GUARDS)

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**Name of works : Out sourcing then facility management services i.e. providing security Guards and security supervisor for maintenance of Law and order in the campus of various Govt. High School.**

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1) The concerned agency shall have to obtain the information regarding number of Guards to be deployed for the above said work from the Director of Education ,Dadra and Nagar Haveli, Silvassa or School authority ,however, tentative requirement is mentioned in the **schedule –A** attached herewith.

2) The agreement for providing security services shall be for oneyears in the first instance but extendable up to three year or year to year on the same terms and condition.

3) Only the Government recognized Security Agency or Security Agency having labour contract license under the provision of Labour Laws and any other Law shall be eligible for getting this work along with rates and copy of the following documents:

- i) License/Registration
- ii) PF Number allotted by the Government
- iii) Police Registration from Dadra & Nagar Haveli
- iv) Service Tax Registration
- v) EIS (Insurances)
- vi) Registration under Building and other Construction Workers Welfare fund.

Above all documents are mandatory.

4) The selected agency shall have to execute an agreement in between Director of Education, Dadra and Nagar Haveli, Silvassa or authority of respective schools. The selected agency after execution of agreement shall not assign /entrusted the work to any other agency or sub-agency. If it is found so, their Security Deposit will be forfeited and the agreement/contract will be cancelled.

5) The selected agency shall have to provide service for protection of all the property within the campus and within the premises building of schools and to prevent illegal entry in the schools premises for twenty four hour for all days of week in the form of shift system. In normal course, no person Guards should be placed for two continuous shifts.

- 6) No residential facilities shall be provided by the Director of Education /authority of schools to the agency or Guard/s deployed by the agency for the security purpose. The temporary shelter/staying/tent arrangement shall have to be managed by the Agency itself at his own risk and cost for all the guards deployed for the security purpose for the above said work.
- 7) The selected agency as well as the security guard deployed by such agency for security purpose shall be responsible for security of the campus and buildings as well as equipment's furniture, fittings, tree ,garden etc. in and out side the building and campus and also responsible to prevent the unauthorized/ illegal entry in the campus and building.
- 8) The agency shall be responsible for any type of damage to any property of the Schools arising because of theft ,looting and due to irresponsible working of the guards etc. and if after the Police complaint and investigation, no other is found responsible for such cause /damage in such case the agency shall be responsible to pay the cost for all the damage as determine by the schools authority failing which such cost of damage shall be recovered from the bill of the agency.
- 9) The agency shall have to provide the services of strong and healthy trained guards preferably Ex-Military guards with sound physical condition, age around 25 to 40 years, height 5'6".their names, passport size photographs, nationality ,address, identity cards, fingerprints, gun license, police verification etc. have to be provided to the Director of Education, DNH, Silvassa or authority of respective school for records.
- 10) The agency and staff should give full cooperation of Police in case of inquiry regarding damage caused to the property of the institute.
- 11) The agency shall have to provide Uniform, Stick/Lathis/whistle/Gun and torch to the guards at its own cost.
- 12) The agency shall be responsible for the payment of salary/wages and deduction of PF and Insurance premium/bonus etc. of Guards as per the provisions under the Wages Act. The Education Dept.of School authorities shall not be responsible for any type of payment to the Guards.
- 13) If the security guard deployed by the agency found not obeying, unhealthy ,non co-operative in such case the instructions of the Director of Education, DNH, Silvassa or schools authority for its immediate replacement or transferred shall be binding to the agency and agency will do so without any pretext.
- 14) If any Guards are found addicted condition or involved in other antisocial activities like gambling etc. they shall have to be relieved from the duties immediately and in such matter decision taken by, Director of Education or schools authority, Silvassa shall be final and binding on all

- 15) The Government employees who are either dismissed or removed from the Government job cannot be appointed by the agency as Security Guard in the above said work.
- 16) The agency shall have to maintain muster roll, payment sheet, identity cards etc. and same shall have to be produced before the Director of Education, DNH, Silvassa or schools authority when it is demanded.
- 17) At the time of changing the shift the Guards shall have to sign the register of handed over, taken over charge with detail entry therein. They shall also make note of any remarkable incident occurred during their duty time and shall bring the same to the notice of the Director of Education or schools authority immediately.
- 18) For any injury/accident to the Security Guards deployed by the agency on duty, the agency shall be responsible for legal obligation. The Director of Education, DNH, Silvassa or Schools authority shall not be responsible for any compensation thereof.
- 19) The agency should enclose as EMD in form of Fixed Deposit Receipt drawn from any scheduled bank in favour of Director of Education, Silvassa required for the works should invariably enclosed alongwith the tender documents. The tender received without EMD will be summarily rejected.
- 20) The selected agency will have to pay within ten(10) days from the date of demand an amount of **10% of tendered cost as a Security Deposit** in form of fixed Deposit receipt/Call deposit receipt from Scheduled bank in favour of **Director of Education, DNH, Silvassa.**
- 21) Non receipt of the Security Deposit within the stipulated time will be penalized at the rate of 0.25% per day on amount of SD up to 15 days per day. Non receipt of any penalty or SD within 15 days period, will result in automatic cancellation of accepted tender without intimation.
- 22) Once the works is awarded to the agency and agreement is executed for providing services of guards for the above said work, the agency shall not be denied to undertake such contract otherwise the amount of E.M.D/S.D. shall be forfeited to Government.
- 23) The rate accepted by the Govt. shall be remained in force for One year and the agency shall have to accept it without any enhancement on it during the contract period.
- 24) The Director of Education, DNH, Silvassa or authority of Schools shall released bill of the agency every month on successful and satisfaction performance of the duties by the agency as well as by the security guards deployed by the agency for the above said work. The satisfaction duties performance certificate shall have to be obtained by the agency from the concerned authority/institution, failing which the agency shall not be entitled for the payment of such period. In such case the Director of Education, DNH, Silvassa or Schools authority shall not be responsible for any pending payment of security guard provided by the agency for such period.

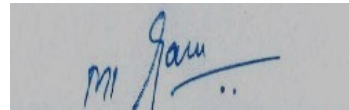
25) The number of guards shown in the **Schedule- A** attached herewith are tentative and the Director of Education ,DNH, Silvassa or authority of Schools shall have right to change i.e. decreased or increased in numbers of guards and shall be binding to the agency.

26) The tenderers are advised to inspect and examine the site/area/premises/campus of schools of the above said work and satisfy themselves before submitting their tender and obtain all necessary information as to risk, contingencies, accommodation, sanitation facilities which may influence or affect their tender. A tenderer shall deem to have full knowledge of the site/area/campus/buildings of the above said work whether he inspects it or not no extra charges consequent on any misunderstand or otherwise shall be allowed.

27) The contractor shall offer the rate in the **Schedule – B** attached herewith

28) The right to accept or reject the tender without assigning any reason thereof is reserved with the undersigned.

(29) All disputes subject to Dadra and Nagar Haveli Jurisdiction only.



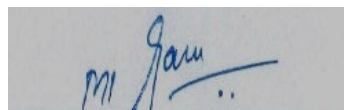
Director of Education,  
Dadra & Nagar Haveli,  
Silvassa

Signature of Tender with  
Rubber Stamp

Schedule- A1

Name of works : Out sourcing the facility management Services i.e. providing security Guards and Security supervisor for maintenance of Law and order in the campus of various Govt.HighSchool.

Sr. No.	Name of High School	Tentative Strenght of Guard	Remarks
1,	Govt.Higher Secondary School at Dadra	01 guard per shift	08 hrs shift 03 shift per day
2,	Govt.Higher Secondary School at Silvassa,Tokarkhada.	01 guard per shift	08 hrs shift 03 shift per day
3,	Govt.Higher Secondary School at Naroli,	01 guard per shift	08 hrs shift 03 shift per day
4,	Govt.Higher Secondary School at Rakholi.	01 guard per shift	08 hrs.shift 03 shift Per day
5,	Govt.Higher Secondary School at Dapada	P1 guard per shift	08 hrs.shift 03 shift Per day



Director of Education,  
Dadra & Nagar Haveli,  
Silvassa

Signature of agency/bidder with rubber stamp  
In token of acceptance of above condition.

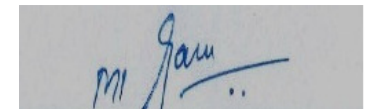




Annexure – B1

Name of work :- Outsourcing the facility Management Service i.e. Cleaning and Sweeping at Govt.Higher Secondary School at Dadra,Rakholi,Naroli,Dapada and Silvassa (T)

Sr. No.	Description of Items	Approx.Qty.	Unit	Rate	Amount
1,	Sweeping class rooms,office,verndahs,staircase,terrace,gymkhana,laboratories,toilets,canteen, auditorium/community hall ,indoor and outdoor stadium, workshops and office of the school authorities within the premises of school building and school campus, including collection of garbage, nest of birds, lizards and disposing of carcass and picking of west like paper,choke,dust,scrap of furniture and other article from each room including dry and wet moping, Dusting and cleaning all table,chairs,benches,switch boards, blackboards, noticeboards, sink and platform of laboratories glass cleaning doors and windows cleaning and removing of dust from wall, ceiling wall spotting stains and dust bins cleaning etc. Including dry and wet moping in entire premises of the school building, including using of suitable cleaning solution and spreading of medicine to maintain a clean and healthy environment including all labours and cost of tools and plants and cleaning and sweeping kit,medicine,cleaning solution etc.(The rate/cost of carpet area shall includes the rate /cost for cleaning and sweeping of walls and ceiling .No separate measurement and payment shall be given for wall and ceiling.)				
	(a) Govt.Higher Secondary School At Dadra	2000.00SM	Per SM Per Year		
	(b) Govt Higher Secondary School At Tokarkhada(T)	7033.00SM	Per SM Per Year		
	(c) Govt Higher Secondary School at Naroli	4296.00SM	Per SM Per Year		
	(d) Govt.Higher Secondary School Rakholi	7975.00SM	Per SM Per Year		
	(e) Govt.Higher Secondary School at Dapada	2331.00SM	Per SM Per Year		
	Sub Total of item No.01				



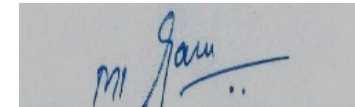
Director of Education  
Dadra & Nagar Haveli  
Silvassa

Signature of agency/bidder with rubber stamp

**Annexure – B2**

Name of work :- Outsourcing the facility Management Service i.e. Cleaning and Sweeping at Govt. Higher Secondary School at Dadra,Rakholi,Naroli,Dapada and Silvassa (T)

Sr. No.	Description of Items	Approx.Qty.	Unit	Rate	Amount
2,	Sweeping and cleaning of internal roads,approaches pathways,corridors,parking places within the school campus including picking of plastic,waste of papers,garbage,cow dung,carcass etc. from the entire campus of the school except cutting of plants,grass and vegetation,watering to plant,gardening work etc.and works/s which is/are not falling within definition of the housekeeping work.				
	(a) Govt.Higher Secondary School At Dadra	16800.00SM	Per SM Per Year		
	(b) Govt Higher Secondary School At Tokarkhada(T)	24865.00SM	Per SM Per Year		
	(c) Govt Higher Secondary School at Naroli	12279.00SM	Per SM Per Year		
	(d) Govt.Higher Secondary School Rakholi	30259.00SM	Per SM Per Year		
	(e) Govt.Higher Secondary School at Dapada	3000.00SM	Per SM Per Year		
	Sub Total of item No.01				



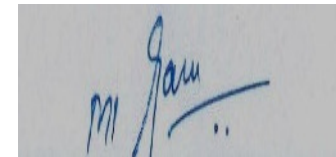
Director of Education  
Dadra & Nagar Haveli  
Silvassa

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SCHEDULE - B

Name of work :- Outsourcing the facility Management Service i.e. Providing Security Guard at Govt.Higher Secondary School at Dadra,Rakholi,Naroli,Dapada and Silvassa (T)

Sr. No.	Description of Items	Approx.Qty.	Unit	Rate	Amount
3,	Providing security Guards for security the campus and building as well as equipments,furniture,fitting,trees,garden etc.in and out side the building and campus and also to prevent the unauthorised/illegal entry and to prevent the entry of scatter animal in the campus and to maintain law and order in the campus of the School for all days of week and 24 hrs in three shift each shift of 08 hrs.				
	(a) Govt.Higher Secondary School At Dadra	1 Nos.per shift	Per Guard Per Shift per Year		
	(b) Govt Higher Secondary School At Tokarkhada(T)	1 Nos per shift	Per Guard Per shift Per Year		
	(c) Govt Higher Secondary School at Naroli	1 Nos per shift	Per Guard Per Shift Per Year		
	(d) Govt.Higher Secondary School Rakholi	1 Nos per shift	Per Guard Per Shift Per Year		
	(e) Govt.Higher Secondary School at Dapada	1 Nos per shift	Per Guard Per Shift Per Year		
	Sub Total of item No.01				



Director of Education  
Dadra & Nagar Haveli  
Silvassa

Signature of agency/bidder with rubber stamp