

PRL. DISTRICT AND SESSIONS JUDGE,
DAVANAGERE

No.: 01/2022

Date: 23.06.2022

**INVITING TENDERS FOR FILLING UP OF FOUR NUMBERS
OF MAN POWER IN DIFFERENT CADRE**

LAST DATE : 5.00 PM ON 26.07.2022

Sealed tenders are invited by the reputed Service Providers/Man Power Agencies to provide Four number of Man Power in different cadres for maintaining office work of the court of Addl. District and Sessions Judge, FTSC-I, Davanagere, as per the terms & conditions framed under KTCP Act, Minimum Wages Act and other Government Orders/Circulars amended from time to time.

➤ Details of Man Power required:-

Sl. No.	Name of the post	No. of Posts	Qualification/Eligibility
1	Typists	2	1) Must have passed II PUC or equivalent examination. 2) Must have passed Kannada and English Senior Typing writing examinations conducted by the Karnataka Secondary Education Examination Board or equivalent examination
2	Attender	1	1) Must have passed S.S.L.C. or equivalent examination. 2) Must be able to read and write Kannada.
3	Peon	1	1) Must have passed S.S.L.C. or equivalent examination. 2) Must be able to read and write Kannada.
Total		4	

TERMS AND CONDITIONS

1. The Service Provider offering service shall have an experience in providing such services/man power to reputed organizations.
2. The Service Provider shall submit the quotation in the prescribed format attached to this notification.
3. The Service Provider shall produce an E.M.D. of 5% of the total amount quoted in the prescribed format of the quotation by way of D.D. in favour of **"Prl. District and Sessions Judge, Davanagere"**.
4. The Service Provider shall submit the necessary certificates of related Act and Regulations in force.
5. The Service Provider shall be registered with statutory agencies as required under Law and also been registered with the Commissioner for Service Tax and shall furnish the copy of registration.
6. Complying with Labour regulation etc., will be the responsibility of the Service Providers.
7. The Service Provider shall quote separate rates for salary, P.F, E.S.I, service charges and other charges in figures and words as per the Minimum Wages Act.
8. The working hours will be from 10.00 AM to 6.00 P.M. on all working days and in case of urgent requirement they may have extended working hours and also on holidays.
9. Service Provider will have to provide the manpower with required Uniform and Identity Card for the suitable job.

- 10.** The contract will be for a period of 11 months from the date of work order issued by this office or until further order (whichever is earlier) based on the satisfactory services of the Man power supplied by the Service Provider.
- 11.** The Prl. District and Sessions Judge, Davanagere is the Tender accepting authority and also reserves the right to cancel the contract of the services rendered by the Service Provider at any time, if service not found satisfactory, efficient and trustworthy.
- 12.** The Service Provider should provide the persons who are having requisite experience in the Judicial work. If the performance/Conduct of any persons provided by the Service Provider is found to be unsatisfactory, such persons shall be replaced within three days from the date of receipt of communication from this office.
- 13.** If the Service Provider desires to terminate the contract, he shall give one month prior written notice to the Prl. District and Sessions Judge, Davanagere.
- 14.** No request for advance payment will be considered. Payment will be made in the succeeding month on receipt of the particulars out of the allotment available in the court for the said purpose.
- 15.** The Service Provider shall submit the statement for having paid taxes to the concerned Government/Authority, if applicable at regular intervals.
- 16.** The persons deployed in the Court Complex shall maintain devotion towards duty and integrity, professional competence will not be compromised. The selection of the service provider will be made purely on past reputation,

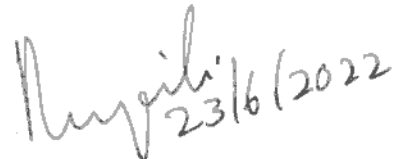
dependability and credibility. Merely quoting of lowest rates will not make any Service Provider an automatic choice for selection. The decision of the Prl. District and Sessions Judge, Davanagere in selection of the Service Provider will be final.

17. Formal agreement will be executed before the commencement of the job by agreeing the terms and conditions by the Service Provider.

The tenders shall be submitted in sealed cover superscribed as **"Tenders for providing of service contract for office work of the Court of Addl. District and Sessions Judge, FTSC-I, Davanagere".**

The last date to submit the sealed quotations to this office is on or before 5.00 PM on 26.07.2022 and the Tenders will be opened at 5.30 PM on 28.07.2022 in the Chamber of the undersigned in the presence of Service Providers or their representatives (If present).

Place : Davanagere
Date : 23.06.2022


(Rajeshwari.N.Hegde)
Prl. District and Sessions Judge,
Tender Bulletin Officer,
✓ Davanagere

COPY SUBMITTED TO:-

The Registrar General, Hon'ble High Court of Karnataka,
Bengaluru with separate covering letter

Copy forwarded to:-

1. All the Prl. District and Sessions Judges in the state.

2437/22 - 2. All the Judicial Officers of Davanagere Unit.

3. The Information Officer, Department of Information and
Publicity, Davanagere with a request to give wide publicity.

4. The Deputy Commissioner, Davanagere.

5. The Chief Executive Officer, Zilla Panchayath, Davanagere.

6. The Commissioner, City Corporation, Davanagere.

7. The Executive Engineer, PWD, Davanagere.

8. The Tahasildar, Taluka Office, Davanagere/Harihara/
Honnalli/ Channagiri/Jagalur.

9. The Software Technician, Prl. District and Sessions Court,
Davanagere to webhost and circulate through e-mail.

10. The Accounts Branch, Prl. District and Sessions Court,
Davanagere.

11. Notice Board of this office.

12. Office Copy