TELANGANA
STATE CIVIL SUPPLIES CORPORATION LTD
(A State Government Undertaking)
Regd. Office: 6-3-655/1/A,
Civil Supplies Bhavan,
Somajiguda, Hyderabad - 500 082
Phone: 23311439/7995050705
Email: eets-csc@telangana.gov.in

SRI SIVA KUMAR, ME.,
EXECUTIVE ENGINEER.

"House Keeping & Maintenance work"
Lr.No: Engg/9743/2008/Vol - II
To:
All Agencies/Forms on this Subject.
M/s
Sir,

Sub: TSCSC Ltd., Engg, HO, Hyderabad – House Keeping & Maintenance
Toilet Blocks, Sweeping and Cleaning etc., in Civil Supplies Bhavan,
Somajiguda, Hyderabad – sealed quotations for the period of one year
i.e., from 01.08.2018 to 31.07.2019 called for – Reg.

It is to inform that the sealed quotations are invited for House
Keeping & Maintenance of Toilet Blocks, Sweeping and Cleaning etc., in Civil
Supplies Premises, Block - "B" & "A" (Part Area), Somajiguda, Hyderabad.

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The sealed quotations may be submitted on or before 18.07.2018 upto
3:00 PM. along with EMD for Rs.5,000/- in favor of VC&MD, TSCSC Ltd., Hyderabad
and Sealed quotations will be opened on 18.07.2018 @ 3:30 PM. The terms &
conditions of the work is herewith enclosed for reference.

Any other condition will be issued in addendum.

Encl: Terms & Conditions.

Yours faithfully

EXECUTIVE ENGINEER,
TSCSCL, HYDERABAD.

Website/IT for publicity
Notice Board
**Name of Work:** House Keeping & Maintenance Toilet Blocks, Sweeping and Cleaning etc., in Civil Supplies Premises, Extension Building, Block – "B" & Block "A" -5th floor and 2nd floor Somajiguda, Hyderabad.

**TERMS AND CONDITIONS:**

1. Sweeping of Floor Space of Ground Floor + 5 Floors + Terrace Floor of "B" Block , 2nd & 5th floor part area of Block "A" of Civil Supplies Bhavan, Extension Building, Somajiguda, Hyderabad and Ground Floor Car Parking and vacant place daily twice.

2. Sweeping and mopping (with Phenyl) of all floors of common and office Area including Meeting Hall, Conference Hall daily twice. Removing all spots in corners of stair cases, corridors and keep them clean.

3. Cleaning of all Toilets / Urinals / Wash basins in all Block - “B” Ground to 5 Floors 2nd & 5th floor part area of Block "A" by using phenyl, acid daily twice.

4. Providing Naphthalene balls and air fresheners in wash basins and urinals.

5. Cleaning of glass partitions in all the floors and sofa chairs provided for Visitors in common area to be cleaned twice.

6. Cleaning of doors & windows (shutters, Grills, frames etc). Fans, Electricity lights and removing cob web and sweeping in terrace once in a month preferably on third Saturday.

7. Providing air fresheners in CHAMBERS OF COMMISSIONER and MEETING HALL.

8. Maintain the complete building of Civil Supplies Bhavan, Block- "B", & 2nd and 5th floor part of Block "A" Office clean and tidy.

9. The deployed persons should be in a proper uniform with ID Card provided by their Organization.

10. They should attend on all working days and two persons i.e., One Male and One Female to be provided on all Sundays and public holidays for cleaning.

11. Bills should be submitted by the Organization on 1st of the following Month and payment will be made on or by 10th of every month in shape of Cheque / RTGS.

12. Sweeping and mopping must be attended before 8.00 AM in morning and at 2.00 PM after noon, daily.

13. Sweeping and Cleaning of the open place at eastern & Western side of the Civil Supplies Bhavan, Block- "B" & Block "A" 5th floor & 2nd floor twice in a week and watering the plants daily without fail.

14. That any neglect or lapse on the part of the Second party to attend the Cleanliness, Sanitation in CS Bhavan, Block- "B" & Block – "A" 5th floor & 2nd floor Somajiguda, Hyderabad regularly shall entitle the First Party to terminate the agreement after giving reasonable time and opportunity to the Second party to make amends in the said maintenance work and the decision of the First Part shall be final and binding to the Second party.

15. If the First party is satisfied in the maintenance of cleanliness, sanitation for CS Bhavan, Extension Building on time-to-time on the second Party. It may extend the maintenance work by the First Party.
16. The agency shall quote their rate for under taking the work under maintenance Contract, by quoting their rates per the month.

17. If you fail to complete Sweeping and mopping (with Phenyl) of all floors of common and office Area including Meeting Hall, Conference Hall daily twice, removing all spots in corners of stair cases, corridors action will be initiated as per the agreement conditions and works will be cancelled duly forfeiting the deposit and imposing penalty of Rs.30,000 (Rupees thirty thousand only).

18. The above conditions are applicable to the agency or firm from the day of agreement entered.

19. Monthly record must be maintained for attendance, sweeping and moping and cleaning of washroom by supervisor.

20. Cleaning of Solar Panels of 170 Nos in every Monday in 6th Floor (Terrace) of Block "B" & Block "A".

EXECUTIVE ENGINEER,
TSCSCL, HYDERABAD