



# Rabindra Bharati University

## Tender Notice

Ref . No: - R.B.U/SO/22/T/2021

Date :- 01/12/2021

Sealed Quotations are invited from the reputed and companies/organizations for the supply of **Housekeeping staff along with necessary cleaning materials** for our four hostels, as mentioned below, for one year within 09/12/2021 (3p.m).

Sl.No	Description Of Jobs	Rate For Month (Including Taxes)	Remarks
1.	Supply of Housekeeping staff along with necessary cleaning materials for our four hostels. The following Hostels are , <ol style="list-style-type: none"><li>1. Abanindra Nath Thakur Boys Hostels.(56/6Kashi nath Dutta Road,Kolkata-700036)</li><li>2. Maya Manzuri Girls Hostel. (44/16A, B.T.Road, Kolkata)</li><li>3. Mrinalini Girls Hostel.(D1, Block-123.Salt Lake)</li><li>4. Aryasree Girls Hostel. (506, Dum Dum Park. Kolkata-55).</li></ol>		

Note: - The quotation should reach in our office within 09/12/2021 (3p.m).

### **The Tender quotation should be accompanied with**

1. Valid Trade license
2. Pan No & GST Certificate with number.
3. Credentials in support of at least three years working experience and minimum annual turnover of Rs. 5 lakh.

A State University established in 1962.Re-accredited by NAAC with Grade – ‘A’ in 2016 .

**Emerald Bower Campus:** 56A, B. T. Road, Kolkata-700050, Ph: 91 (033) 2557-1028/3028/4028/7161

**Jorasanko Campus:** 6/4, Dwarakanath Tagore Lane, Kolkata-700007, Ph: 91 (033)2269-5241/5242/6601/6610

**Salt Lake Campus:**EE 9 & 10, Sector II, Salt Lake City, Kolkata-700091, Ph:91(033)-2358 4014/ 16/ 18

Website: www.rbu.ac.in , e-mail: registrar@rbu.ac.in

**Terms & conditions:**

1. Work may be started once the confirmed work order is provided.
2. **Necessary cleaning materials should be provided by the vendors.**
3. **Well-trained personnel are to be provided for cleaning of bathrooms and all surface of the Hostels.**
4. **Attendance of the Housekeeping staff should be attached along with monthly bills with due certification of each Hostel Superintendent.**
5. **If any Housekeeping staff absented himself / herself from the work, replacement should be provided by the vendor. If not, then the salary of that person will be deducted from the bill.**
6. **Service is to be provided seven days in a week,**  
Standard service tax applicable.

**Registrar**

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1. Information Scientist – for uploading at University web site.
2. Internal Notification in Various strategic points – For wide publication.