

**Goa Vidyaprasarak Mandal's
Dr. Dada Vaidya College of Education
Shri. Sitaram Kerkar Vidya Sankul
Post Box No. 139, Farmagudi
Ponda – Goa 403401**

OUTSOURCING OF SERVICES

Sealed quotations are invited from competent agencies of Goa for outsourcing the following services at G.V.M.'s Dr. Dada Vaidya College of Education Shri. Sitaram Kerkar Vidya Sankul Farmagudi Ponda – Goa as per the requirements enlisted against the designation.

Sr. No.	Services to be outsourced	Job Profile
1.	Housekeeping	Perform a variety of cleaning activities such as sweeping, mopping, dusting and polishing of rooms, veranda, corridors, staircase, windows, window glasses, window panels, grills, doors, furniture, fans, tube lights and other electrical appliances etc. Ensure all rooms including all washrooms and toilets are cared for and inspected according to standards.

Quotation should specify the monthly rate as well as rate per year. The sealed quotations for outsourcing the above services should reach to the Principal by 30th May 2025 before 3:00 p.m. by specifying on the envelope as "outsourcing of services". Quotations will be opened on the same day.

If services rendered are satisfactory, then it may be continued till the end of financial year 2025-26. There will be no claim whatsoever to continue the services.

Rates quoted shall include uniform to employees and agency shall fulfill all statutory requirements like EPF, ESI, GST etc. No additional benefit will be provided for the above services. The management reserves the right to accept or reject any or all quotations without assigning any reason thereof. Management also reserves the right to terminate the services any time depending on the quality of services provided.

Date: 21/05/2025

Dr. Jojen Mathew
Principal