

OFFICE OF THE DISTRICT JUDGE, JAGATSINGHPUR

AT/PO/DIST. JAGATSINGHPUR, ODISHA-754103
e-Mail ID: dj.jagatsinghpur-od@gov.in Tel.No (06724-221196)

INVITATION FOR BIDS

RFP Identification No. 01 of 2022-23 Dated.07.06.2022

REQUEST FOR PROPOSAL (RFP)

The District Judge, Jagatsinghpur invites sealed proposal from interested Bidders under Single Stage Two Cover System (Technical Bid & Financial Bid) for "**SELECTION OF OUTSOURCING AGENCY FOR UP KEEPING, CLEANING AND MAINTAINANCE AND ELECTRICAL SERVICES**" at District Court Complex, Jagatsinghpur and Taluk Court Complexes, Kujanga, Tirtol, Raghunathpur & Ersama.

I. Indicative Scope

The Broad Scope of services required through this RFP, shall be inter alia as briefed below:

- a. Operation and Maintenance of all Electrical points
- b. Housekeeping and Sanitation services.

II. Contract Period-02 years

III. Bid Processing Fee(INR)-10,000/-(in shape of Demand Draft in favour of Registrar, Civil Courts, Jagatsinghpur)****

IV. Earnest Money Deposit(INR)-Bid Security Declaration

The RFP document can be downloaded from <https://districts.ecourts.gov.in/jagatsinghapur>
To clarify the queries of the Bidders, a pre-bid meeting scheduled to be held on 18.06.2022 at 12.00 Noon in the District Court Complex, Jagatsinghpur. Duly completed proposal along with other prerequisite documents in support of eligibility criteria and the required information as per formats must be submitted through **Registered Post/Speed Post/ Drop Box upto 1.00 PM on 24.06.2022** as specified in the critical date sheet below. For details, please refer the RFP Documents.

V. Critical Date Sheet

1	RFP Issue date	07.06.2022
2	Last Date and Time for submission of Pre-Bid queries through email	13.06.2022
3	Pre-Bid Meeting Date and Time	18.06.2022 (12:00 Noon)
4	Upload of Pre-Bid Clarification Date	20.06.2022
5	Bid Due date and Time	24.06.2022 upto 1.00 PM
6	Technical Bid Opening Date and Time	24.06.2022 at 4.00 PM
7	Financial Bid Opening Date and Time	04.07.2022 at 4.00 PM

VI. Contact Person-

Shaikh Estaque Alli
Court Manager, District Court, Jagatsinghpur
Mob:-7381403053/7978268878

VII. Complete Address for Submission of Bid-

The District Judge, Jagatsinghpur
District Court Complex, Charchika Bazar
AT/PO/DIST- Jagatsinghpur
Odisha-754103

VIII. The authority reserves the right to accept/reject any or all RFPs without assigning any reason thereof.

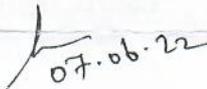
Sd/-
District Judge, Jagatsinghpur.

By -e Mail

Memo No. 1732 / Dated. 07.06.2022

Copy forwarded to the Deputy Director. I & PR Department, Government of Odisha, Bhubaneswar with a request to get it published in Odia "The Samaj" and English Daily "The Indian Express" News papers at an early date in Odisha editions for wide circulation. The complimentary copy of the News Papers connecting the invitation for Bids may be sent to this office for reference and record.

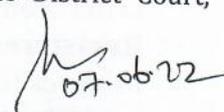
Encl: Soft copy of Invitation for Bids.


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No. 1733 /Dated 07.06.2022

Copy forwarded to the System Assistant, Jagatsinghpur to upload in the District Court, Jagatsinghpur website for wide circulation.

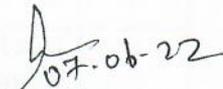
Encl: RFP Document of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No. 1734 /Dated 07.06.2022

Copy forwarded to the District Information Officer, NIC, Jagatsinghpur with a request to upload in the Government of Odisha website for wide circulation.

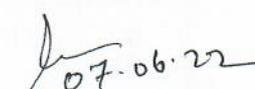
Encl: RFP Document of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No. 1735 /Dated 07.06.2022

Copy forwarded to the Registrars, Civil Courts of the State with a request to publish in their respective notice board for wide circulation.

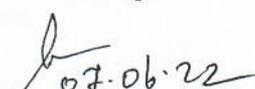
Encl: Copy of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No. 1736 /Dated 07.06.2022

Copy forwarded to the District Magistrates-cum-Collectors of the State with a request to publish in their respective notice boards for wide circulation.

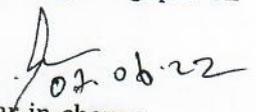
Encl: Copy of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No 1737 /Dated 07.06.2022

Copy forwarded to the S.P., Jagatsinghpur for information and provision of necessary security arrangement during the period of opening of the tender at the District Court Complex, Jagatsinghpur on 24.06.2022.

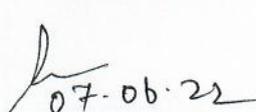
Encl: Copy of Invitation for Bids


02.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No 1738(2) /Dated 07.06.2022

Copy forwarded to the Judges-in-charge, Nizarat/Accounts of the Jagatsinghpur Judgeship with a request to publish in their respective notice boards for wide circulation and to accommodate prospective bidders during pre-bid visit to the respective sites from 07.06.2022 to 13.06.2022 for necessary assessment.

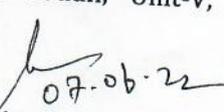
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07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No 1739 /Dated 07.06.2022

Copy forwarded to the Chief Engineer, Building, Odisha at Nirman Soudh, Unit-V, Bhubaneswar for information and necessary action.

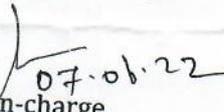
Encl: RFP Document of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No 1740 /Dated 07.06.2022

Copy forwarded to the Superintending Engineer, R & B Division, Jagatsinghpur with a request to publish in it's notice board for wide circulation.

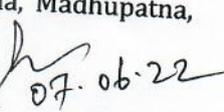
Encl: RFP Document of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No 1741 /Dated 07.06.2022

Copy forwarded to the Director, Printing Stationery and Publication, Odisha, Madhupatna, Cuttack-10 with a request to publish this notice in the next issue of the Odisha Gazette.

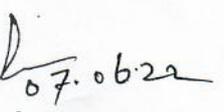
Encl: RFP Document of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No 1742 /Dated 07.06.2022

Copy forwarded to the Head, State Portal Group, I.T. Center Department, of Information and Technology Department, Bhubaneswar for exhibiting the advertisement in the website of the Government.

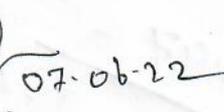
Encl: RFP Document of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.

Memo No 1743 /Dated 07.06.2022

Copy forwarded to the Chief Accounts Officer, Hon'ble High Court of Orissa, Cuttack for information.

Encl: RFP Document of Invitation for Bids


07.06.22
Registrar-in-charge,
Civil Courts, Jagatsinghpur.