

GOVT.OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION; CARE TAKING BRANCH
ROOM NO: - 256, OLD SECTT.DELHI-110054, TEL: - 23890253.

No.F.1/115/Sanitation/CTB/2013-14/ 751

Dated:- 14/05/19

ORDER

Sub.: Regarding providing of Sanitation workers in Govt. Schools under Directorate of Education in Cluster - C.

Approval of the Competent Authority is hereby conveyed to provide the additional sanitation workers in Govt. schools mentioned in Annexure-A in accordance with the terms & conditions specified in existing tender document:

Only the wages of the workers according to Labour Laws and material charges shall be paid against this additional deployment as mentioned in Annexure-A from S.No. 01 to 101.

Further, you are hereby directed to provide the Sanitation & Housekeeping Services with manpower, material and machines in two Govt. schools as mentioned in Annexure-B from S.No. 1 to 2 as per terms of tender document. The wages of the workers according to Labour Laws, material charges and fixed charges shall be paid for the same in accordance with the terms & conditions specified in existing tender:

Agency will provide the consumable material as per Annexure-XII of tender.

HOSs are also informed that as per tender conditions, the consumable cleaning material to be supplied by the agency per 2000 students per month is as below:-

<u>Required monthly quantity for every 2000 students*</u>		
S.No.	Item name	Quantity
1	Napthalene Balls	2 KG
2	Phenyl	7 Ltrs
3	Room Freshner	4 Nos.
4	Odonil	30 Nos.
5	Pump Spray	2 Nos.
6	Wiper (Large)	2 Nos.
7	Wiper (Small)	3 Nos.
8	Hand Wash (Dettol/Lifebouy)	30 Nos.
9	Harpic Triple Action	20 Nos.
10	Surf (Fena)	2 KG
11	Duster Full Size	24 Nos.
12	Duster Yellow	12 Nos.
13	Dustbin Plastic	6 Nos.
14	Dustbin Plastic with Cover	6 Nos.
15	Vim Powder	2 Kg



16	Lizol	5 Ltr
17	Scotch Brite	6 Nos.
19	Garbage Bag (25 kg capacity)	30 Nos.
20	Toilet Brush	5 Nos.
21	Broom (Bambu)	7 Nos.
22	Broom (Phool)	8 Nos.
23	Broom (Plastic)	2 No.s
24	Red Hit	3 Nos.
25	Black Hit	3 Nos.
26	Small pressure Pump	2 nos.
27	Mister Toll Brush	2 Nos.
28	Compact hand Roll Towels Scott	15 Roll
29	Bucket 20 Ltr.	4 Nos.
30	Step Ledder Aluminum	1 Nos.
31	Rubber Gloves	3 Pair
32	Dust Pan	6 Nos.

* If students are more or less than 2000, commensurate increased or decreased material will be supplied by the agency, accordingly.

If the agency fails to meet the conditions of tender, penalty would be imposed by the HOS as per penalty clause of tender document and forward the same to concerned Zonal DDE through e-mail for finalization:-

Penalty Clause:

Clause No. 3.1

- (i) In case of the absence of sanitation worker (s) on any working day or the sanitation worker (s) found absent for any part of the day, i.e. during the defined hours of work as in 1 above, penalty equal to double the wages of number of worker(s) so absent on that particular day or Rs.1000/-, whichever is higher, shall be levied and same shall be deducted from contractor's bills.
- (ii) In case any complaint is received attributable to misconduct/misbehaviors of contractor's personnel, a penalty or Rs.1000/- for each such incident shall be levied and the same shall be deducted from contractor's bill. Further, the concerned contractor's personnel shall be removed from the system immediately.
- (iii) In case of un-satisfactory performance of the sanitation worker(s) deployed by the contractor at any particular schools/offices/stadia/sports complexes, observed by the concerned Head of School/Head of Office at any particular day(s), then a penalty of Rs. 2000/- will be imposed on the contractor on the first occasion. On the second occasion a penalty of Rs. 4000/- shall be imposed and on all subsequent complaints in that month penalty of Rs. 6000/- will be imposed on the contractor and shall be deducted from the contractor's bill. However if the unsatisfactory performance becomes a general practice, action to terminate the contract will be initiated as per the discretion of the Department.



3.2 In case the contractor fails to commence/execute the work as stipulated in the agreement or does not meet the statutory requirements of the contract, Director of Education reserves the right to impose the penalty as detailed below:-

(i) 20% of cost of Order/Agreement per week, up to four weeks delays.

(ii) After four weeks delay, the Department may cancel the agreement and get this job carried out preferably from other empanelled/approved agency at the approved rates or from the open market. The differential expenditure, if any, will be recovered from the defaulter contractor and the contractor also shall be black-listed for a period of four years from participating in such type of tender and his earnest money/security deposit would also be forfeited.

3.3 The contractor shall disburse salary to its deployed housekeeping staff inclusive of DA, if any, latest by 5th of every month, failing which penalty of Rs. 1000/- per day will be imposed upto 15th of respective month and for any further delay the contract shall be liable to be terminated. Security deposit/performance Bank guarantee shall be forfeited and bank guarantee/DD will be encashed. The Department will have the power to appoint any other agency for the housekeeping services at the risk and cost of the Contractor.

Accordingly, the below mentioned agency is hereby directed to deploy aforesaid sanitation workers in Govt. Schools under Directorate of Education within 03 days of the receipt of this letter.

M/s ACME Excellent Management Services Pvt. Ltd.
E-5, UGF, LSC, DDA Market, M.O.R. Land,
New Rajinder Nagar, New Delhi-60



(RAVINDER KUMAR)
OSD (CTB)

No.F.1/115/Sanitation/CTB/2013-14/ 751

Dated:- 14/06/18

Copy forwarded for information & necessary action:-

1. PS to Secretary (Education), GNCTD
2. PS to Director (Education), GNCTD
3. PA to Addl. D.E. (CTB).
4. RDE, DDEs & Zonal DDEs Concerned with the request to ensure the compliance.
5. ADE (E-I) for transfer posting of Regular sweepers.
6. All HOSs of concerned schools for compliance the directions.
- ✓ 7. OS (IT) with the request to upload it in sanitation head of Deptt. Website.
8. Guard file.


(RAVINDER KUMAR)
OSD (CTB)

ANNEXURE-A

S.No.	School ID	Name & Address of School	No. of Additional workers
1.	1719022	R.K. Puram, Sector 7, No.3-SV	4
2.	1719102	SV Co-ed SSS Netaji Nagar	2
3.	1719105	Moti Bagh-II, Nanakpura-(Co-Ed)SV	4
4.	1720005	Pusa, IARI, 2nd Shift- GBSSS	3
5.	1720017	Pusa, IARI-SKV	2
6.	1720022	Naraina-SKV	4
7.	1720028	Rajokari-GBSSS	7
8.	1720029	Mahipal Pur-GBSSS	2
9.	1720032	Mahipal Pur- Amar Shaheed Major Sehrawat SKV	1
10.	1720033	Ghitorni-SKV	4
11.	1821005	Samalka, No.1- GBSSS	2
12.	1821007	Sagarpur, No.2-GBSSS	4
13.	1821016	Sagarpur, No.1-SKV	5
14.	1821017	Sagarpur, No.2-SKV	3
15.	1821022	Samalka-SKV	4
16.	1821029	Dwarka, Sector II-G(Co-ed)SSS	6
17.	1821030	Dwarka Sector-I Pkt-7-SKV	4
18.	1821031	Dwarka, Sector-VI, G(Co-ed)SSS	6
19.	1821035	GGSSS Bijwasan (Bhartal Road)	2
20.	1821204	Dwarka Sector-22, G(Co-ed)SSS	2
21.	1821206	Govt. Co-ed SSS, Site-1, Sec-6, Dwarka	2
22.	1821234	Dwarka Sector-I Pkt-7 SBV	6
23.	1821244	Samalka, No.2- GBSSS	3
24.	1821280	Samalka- GGSSS	2
25.	1821286	Dwarka Sec-5- RPVV	5
26.	1822003	Surhera-SV	4
27.	1822039	Dhansa-SKV	2
28.	1822051	Ghumanhera-GGSSS	6
29.	1822055	Jaffarpur Kalan-S(Co-ed)V	4
30.	1822059	Malikpur-G(Co-ed)SSS	5
31.	1822065	Najafgarh, Jharoda Kalan-GBSSS	7
32.	1822176	Deendar Pur-Sarvodaya Kanya Vidyalaya	5
33.	1923005	Dr. Ambedkar Nagar, Sector IV, No.1- SBV (Yogi Arvind)	3
34.	1923009	Dr. Ambedkar Nagar, Sector IV, No.2-GBSSS	3
35.	1923010	Malviya Nagar-GBSSS	5
36.	1923011	Dr.Ambedkar Nagar,Sect-V-GBSSS (Shaheed Anushuya Prasad)	1
37.	1923012	Chirag Delhi-GBSSS	2
38.	1923014	Fatehpur Beri- SBV	4
39.	1923026	Bhatti Mines-G(Co-ed)SSS	3
40.	1923033	Maidan Garhi-G(Co-ed)SS	2
41.	1923037	Chirag Delhi-SKV	1
42.	1923044	Dr. Ambedkar Nagar, Sector IV, No.1-GGSSS	2
43.	1923045	Dr. Ambedkar Nagar, Sector IV, No.2-GGSSS	2
44.	1923047	Dr. Ambedkar Nagar, Sector V-GGSSS	1
45.	1923048	Chattarpur-GGSSS	5
46.	1923050	Dr. Ambedkar Nagar, Sector V, No.2-GGSSS	2
47.	1923051	Lado Sarai-GGSSS	2
48.	1923055	Pushp Vihar, M.B.Road-GGSSS	3
49.	1923058	Pushp Vihar, M.B.Road-GBSSS	3
50.	1923059	Fatehpur Beri-SKV (Priya Darshani)	3
51.	1923060	Dr. Ambedkar Nagar, Sector IV, No.3-GGSSS	1

52.	1923062	Khanpur-SKV (Hakikat Rai)	2
53.	1923063	AYA NAGAR-SKV	1
54.	1923065	Dr. Ambedkar Nagar, Sector IV, No.3-GBSSS	1
55.	1923066	Dr. Ambedkar Nagar, Sector V, No.3-GBSSS	2
56.	1923081	Chattarpur, Acharya Tulsi SBV	1
57.	1923346	Sangam Vihar, J-Block- SKV	2
58.	1923351	Dr. Ambedkar Nagar, Sec-V (Dashinpuri Extension)-SV	4
59.	1923393	Dr. Ambedkar Nagar, Sector IV, No.2- SBV	2
60.	1924027	East of Kailash, No.2-SKV	1
61.	1924044	Jungpura-G(Co-ed)SS	2
62.	1925003	Chirag Enclave-SBV (Kautilya)	5
63.	1925006	Madanpur Khadar- SBV (Rama Krishna)	3
64.	1925007	Tuglakabad Extn.-SBV (Sardar Vallabhbhai Patel)	1
65.	1925009	Molar Band, No.1- SBV	3
66.	1925014	Tuglakabad Village-GBSSS	4
67.	1925015	Badarpur, No.1-GBSSS	5
68.	1925017	Tuglakabad, Railway Colony- SBV	5
69.	1925020	Tuglakabad Extn., No.2-GBSSS	1
70.	1925024	Kalkaji, DDA Flats, Phase II-GBSS	2
71.	1925027	Tekhand - GGSSS	2
72.	1925029	Kalkaji, No.1-SKV (Veer Savarkar)	3
73.	1925031	Tuglakabad, Railway Colony-SKV (Rani Jhansi)	5
74.	1925033	SKV, New Friends Colony	2
75.	1925037	Molar Band- SKV	3
76.	1925040	Tuglakabad Village-SKV	2
77.	1925042	Badarpur, No.1-GGSSS	5
78.	1925045	Kalkaji, DDA Flats, Phase II-GGSS	1
79.	1925046	Tuglakabad, Railway Colony, No.2-GGSSS	4
80.	1925048	Tuglakabad Extn.-GGSS	5
81.	1925051	Badarpur, No.2-GBSSS	5
82.	1925053	GGSSS No.2 Molarband	2
83.	1925054	Badarpur, No.2-GGSSS	3
84.	1925056	Tughlakabad Extn.-SBV	1
85.	1925057	GBSSS No.2, Molar Band	4
86.	1925058	Tughlakabad, Railway Colony, No.2-GBSSS	4
87.	1925059	Lajpat Nagar, Ring Road-SBV (Shaheed Hemu Kalani)	5
88.	1925061	Tughlakabad Extn., No.1-SKV (Aruna Asif Ali)	1
89.	1925062	Madanpur Khadar- SKV	3
90.	1925190	Molar Band-GGSSS No. 3	4
91.	1925247	Badarpur, No.3-GBSSS	3
92.	1925248	Badarpur, No.3-GGSSS	5
93.	1925249	Tughlakabad Extn.-GBSSS No.3	2
94.	1925250	Tughlakabad Extn.-GGSSS No.2	2
95.	1925339	Madanpur Khadar Extn. J.J.Colony GBSS	2
96.	1925341	HARKESH NAGAR GGSSS	4
97.	1925342	HARKESH NAGAR GBSSS	4
98.	1925345	Jasola Village, GGSSS	2
99.	1925353	Jasola Village, GBSSS	2
100.	1925356	Tekhand - GBSSS	2
101.	Stadium	Tyagraj stadium	3

ANNEXURE-B

S. No.	School ID	Name of the school	No. of workers
1	1925400	GGSSS, No. 4, Molar Band	6
2	1923069	GBSS No. 2, Khanpur, New Delhi-62	6

