

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/2013-14/752

Dated:- 14/06/18

ORDER

Sub.: Regarding providing of Sanitation workers in Govt. Schools under Directorate of Education in Cluster – D.

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 84.

Further, you are hereby directed to provide the Sanitation & Housekeeping Services with manpower, material and machines in one Govt. school as mentioned in Annexure-B 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:-

Required monthly quantity for every 2000 students*		
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 of 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 Krystal Integrated Services Pvt. Ltd.
WZ- 13, Hari Singh Park, Rohtak Road,
Near Paschim Vihar, East Metro Station, New Delhi.


(RAVINDER KUMAR)
OSD (CTB)

No.F.1/115/Sanitation/CTB/2013-14/752

Dated:- 14/06/12

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 of the school	No. of Additional workers
1.	1207004	Nehru Vihar-SKV	3
2.	1207009	Burari-SBV	2
3.	1207015	SGBV, Roshanara Road	2
4.	1207019	Shakti Nagar, No.1-GBSSS	3
5.	1207022	Mori Gate, No.1-SBV	2
6.	1207033	Amar Shahid Matadin Lodha SKV, SabziMandi	3
7.	1207036	Burari-SKV	2
8.	1207037	Shakti Nagar, No.1-SKV	2
9.	1207038	Shakti Nagar, No.2-GGSSS	3
10.	1207110	Nathupura-GBSSS	1
11.	1207111	Nathupura-GGSSS	2
12.	1207116	Burari-GBSS	2
13.	1207117	Burari-GGSS	2
14.	1207230	Mukund Pur Village - GGSSS	4
15.	1207236	Mukund Pur Village - GBSS	4
16.	1207255	JAGATPUR - GBSS	4
17.	1208013	SKV Gulabi Bagh	2
18.	1208090	GSKV, Inderlok	3
19.	1208229	SBV Lalita Block, Shastri Nagar	4
20.	1208232	GBSSS, Pratapnagar Delhi	4
21.	1514011	Chand Nagar, No.1-SKV	3
22.	1514017	SKV, Vikaspuri	2
23.	1514019	SKV B-Blk Janakpuri	2
24.	1514021	SKV Hari Nagar Clock Tower	2
25.	1514110	Chand Nagar-SBV	3
26.	1515021	SKV Rajori Garden Extn	2
27.	1515022	SKV Rajori Garden Main	3
28.	1515025	Tagore Garden, No.2-SKV	2
29.	1515026	Tagore Garden, No.1-GGSSS	4
30.	1515030	Raghubir Nagar, J.J. Colony-GGSSS	1
31.	1516002	Ramesh Nagar-SBV	4
32.	1516013	Prem Nagar-GBSSS	2
33.	1516030	Prem Nagar-GGSSS	2
34.	1516142	West Patel Nagar-SKV	5
35.	1617001	Tikri Kalan- GBSSS	5
36.	1617002	Nangloi-SBV	1
37.	1617004	Nangloi, Kavita Colony-G(Co-ed)SSS	2
38.	1617010	Nangloi-SKV	1
39.	1617012	Tikri Kalan-SKV	6
40.	1617014	Mundka Village-SKV	5
41.	1617015	Amalwas, Jawalapuri-GBSSS	4
42.	1617018	Mundka Village-GBSSS	6
43.	1617021	Nangloi-GGSSS	2
44.	1617027	Punjabi Basti-G(Co-ed)SSS	3
45.	1617029	Bakkarwala-G(Co-ed)SSS	6
46.	1617030	Baprola-G(Co-ed)SSS	6
47.	1617032	Paschim Vihar, A 6-G (Co-ed) SSS	2
48.	1617035	Nangloi, J.J. Colony-GGSSS	3
49.	1617037	Nangloi, J.J. Colony-GBSSS	3
50.	1617137	Paschim Vihar, B 3-G(Co-ed)SSS	4
51.	1617211	Baprola Vihar- GGSS	1
52.	1617254	Peera Garhi Village- SBV	3
53.	1617255	Baprola Vihar- GBSS	4

54.	1618001	Matiala-SBV	3
55.	1618002	GSBV A-Blk, Vikaspuri	2
56.	1618003	Janakpuri, Possangipur B1-SV(Co-ed)	2
57.	1618005	Janakpuri, Block C, No.2-SBV	1
58.	1618009	Kakrola-SBV	2
59.	1618010	Vikas Puri, Block G-GBSSS	1
60.	1618016	Vikas Puri, Block- F-G(Co-ed)SS	2
61.	1618017	Janakpuri -SKV No.1,C-Block	1
62.	1618018	Janakpuri, Block A-SKV	4
63.	1618019	Vikas Puri, Block G-SKV	1
64.	1618020	Kakrola-SKV	2
65.	1618059	Bindapur-GBSSS	3
66.	1618060	Bindapur-GGSSS	3
67.	1618062	Vikas Puri, Block A-SKV	3
68.	1618064	GGSSS No.2, A-Blk Janakpuri	3
69.	1618065	Janakpuri, Block A-GBSSS	2
70.	1618070	Matiala-SKV	3
71.	1618191	Bindapur-G(co-ed)SSS	2
72.	1618192	Rajapur Khurd-G(Co-ed)SS	4
73.	1618193	Shiv Vihar- GGSSS	2
74.	1618267	Shiv Vihar-GBSSS	2
75.	1618281	SBV Janta Flat Hastal, ND	3
76.	1618314	Bindapur, No.2- GBSSS	3
77.	2026004	Pandara Road-SKV	1
78.	2127001	Rouse Avenue-SBV	4
79.	2127002	SBV No.1, (UN) Jama Maszid	2
80.	2127003	GSBV Pataudi House Darya Ganj	3
81.	2127005	Mata Sundri Road-GBSSS	1
82.	2127015	Mata Sundri Road-SKV	1
83.	2127017	RSKV No.2, Jama Maszid	3
84.	2128032	New Rajinder Nagar-SV (Rana Pratap)	1

ANNEXURE-B

S. No.	School ID	Name of the school	No. of workers
1	1617005	SKV, Ranhaura	6

