

**GOVT.OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DIRECTORATE OF EDUCATION; CARE TAKING BRANCH**  
**ROOM NO: - 256, OLD SECTT.DELHI-110054, TEL: - 23890202.**

No.F.1/115/Sanitation/CTB/2013-14/17

Dated:- 05/04/2019

**ORDER**

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

Approval of the Competent Authority is hereby conveyed to provide the 03 (three) additional sanitation workers in RSBV, Mayur Vihar – I, Pkt – II (School ID : 1002006) 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.

HOS is 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:-

<b><u>Required monthly quantity for every 2000 students*</u></b>		
<b>S.No.</b>	<b>Item name</b>	<b>Quantity</b>
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



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 additional 03 (three) sanitation workers in RSBV, Mayur Vihar – I, Pkt – II (School ID : 1002006) under Directorate of Education within 03 days of the receipt of this letter.

✓  
M/s Sainath Sales & Services Pvt. Ltd.  
341 E, Anand Marg, East Babarpur,  
Shahdara, Delhi - 110032

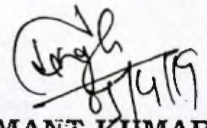
  
(RATANA RAM)  
ADE (CTB)

**No.F.1/115/Sanitation/CTB/2013-14/ 17**

**Dated:- 05/04/2019**

Copy forwarded for information & necessary action:-

1. PS to Secretary (Education), GNCTD
2. PS to Director (Education), GNCTD
3. PA to Spl. 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. HOS of concerned school for compliance the directions.
- ✓7. OS (IT) with the request to upload it in sanitation head of Deptt. Website.
8. Guard file.

  
(HEMANT KUMAR SINGH)  
SECTION OFFICER (CTB)