



Established Under Madhya Pradesh Dharmashastra National Law University Act, 2018

Tender Notice No: REG/326/DNLU/2025-26

Date: 21/06/2025

**NOTICE INVITING RATE CONTRACT FOR SUPPLY OF
HOUSEKEEPING ITEMS & CLEANING MACHINES AT
DHARMASHASTRA NATIONAL LAW UNIVERSITY, JABALPUR**

(BOX TENDER/OPEN TENDER)

**Dharmashastra National Law University,
BRBRAITT Campus, Ridge Road, South Civil Lines,
Jabalpur, Madhya Pradesh - 482001**

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DHARMASHASTRA NATIONAL LAW UNIVERSITY, JABALPUR (M.P.)

BRBRAITT Campus, Ridge Road, South Civil Lines, Jabalpur - 482001 (M.P.)
info@mpdnlu.ac.in, 0761-2600070, 2605555

NOTICE FOR RATE CONTRACT

धर्मशास्त्र राष्ट्रीय विधि विश्वविद्यालय, जबलपुर द्वारा टेंडर संख्या REG/326/DNLU/2025-26 के माध्यम से हाउसकीपिंग सामग्री एवं सफाई मशीनों की आपूर्ति हेतु रेट कॉन्ट्रैक्ट के लिए बॉक्स टेंडर / ऑफलाइन टेंडर आमंत्रित किए जाते हैं। टेंडर जमा करने की अंतिम तिथि 11 जुलाई 2025, दोपहर 5:00 बजे तक है। टेंडर दस्तावेज विश्वविद्यालय की वेबसाइट www.mpdnlu.ac.in पर उपलब्ध है।

रजिस्ट्रार

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INSTRUCTIONS TO BIDDERS

1	Work	:	Notice Inviting Rate Contract for Supply of Housekeeping Items and Cleaning Machines at Dharmashastra National Law University, Jabalpur
2	Tender Enquiry No	:	REG/326/DNLU/2025-26
3	Scope of Supplies	:	As per the tender Document.
3	Value of Work	:	Rs. 10 Lakhs Annual (approx.)
4	Eligibility Criteria	:	<ol style="list-style-type: none">1. Bidder must be a proprietor/firm/company having valid GST certificate.2. The location / address of the bidder as per GST registration certificate should be of Jabalpur (M.P.)3. The Average Annual turnover of F.Y. 2021-22, 2022-23 & 2023-24 should be at least 15 Lakhs issued by CA with UDIN Number.4. The bidder must have a valid PAN Card.5. The bidder should submit income tax returns for the concerned years i.e., F.Y. 2021-22, 2022-23 & 2023-24.6. The bidder must possess a trade license to engage in business in Jabalpur (M.P.), which is at least 3 years old as on March 31, 2025.
5	Tender Processing Fee (Non-Refundable)		Rs. 500/- by way of DD from any Nationalized bank drawn in favor of the "Registrar, Dharmashashtra National Law University" payable at Jabalpur.
6	EMD	:	<p>Rs. 30,000/- by way of DD from any Nationalized bank drawn in favor of the "Registrar, Dharmashashtra National Law University" payable at Jabalpur.</p> <p>MSE Registered in Madhya Pradesh and having Valid Udyam Registration of MP are exempted from EMD submission requirement.</p>
7	Contract Period	:	One Year from the date of signing of agreement and may be extended for one more on satisfactory performance.
8	Period for signing the Rate contract agreement	:	Within 7 days from the date of Receipt of Rate Contract order

9	MSE Exemption for Years of Experience and Turnover	:	NO
10	Submission of Offer	:	Box Tender: The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers.
11	Bid Opening	:	21 th June, 2025
12	Pre-Bid Meeting (Optional)	:	1 st July, 2025
13	Last Date for submission of bids	:	11 th July, 2025 by 05:00 PM.
14	Opening of Technical bid	:	14 th July 2025
15	Opening of Financial bid	:	Will be intimated
16	Commencement of Supplies	:	1 August, 2025

52

TERMS AND INSTRUCTIONS TO BIDDERS

1. A pre-bid meeting is scheduled on 01.07.2025 at 11:00 Hrs in the Conference Hall of the DNLU, Jabalpur and interested bidders at their own cost can attend to inspect, examine the site and seek any clarification on the scope of work.
2. The tenderer shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender.
3. Submission of tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.

ELIGIBILITY CRITERIA

4. Only those bidders who meet the following eligibility conditions shall be considered:
 - (a) The bidder must be a proprietor, partnership firm, or company holding a valid GST registration certificate. The registered business address of the bidder as per the GST certificate must be located in Jabalpur, Madhya Pradesh.
 - (b) The bidder must have an average annual turnover of at least ₹15 lakhs during the last three financial years: FY 2021-22, 2022-23, and 2023-24, certified by a Chartered Accountant with a valid UDIN number.
 - (c) The bidder must possess a valid PAN card issued by the Income Tax Department.
 - (d) The bidder must submit self-attested copies of GST Returns for the financial years: 2021-22, 2022-23, and 2023-24.
 - (e) The bidder must submit self-attested copies of Income Tax Returns for the financial years: 2021-22, 2022-23, and 2023-24.
 - (f) The bidder must possess a valid trade license issued by the competent authority to operate in Jabalpur (M.P.), which must be at least 3 years old as on March 31, 2025.

SUBMISSION REQUIREMENTS

5. The bidder should submit the following documents along with their bid:
 - (a) Copies of Income Tax Returns, PAN, GST registration, and other relevant registrations.
 - (b) A signed and stamped copy of the entire tender document on each page, indicating acceptance of all terms and conditions.
 - (c) Required qualifying information including any technical specifications, experience details, or certifications.
 - (d) Bidders must submit documentary proof in support of each eligibility criterion as specified in ANNEXURE - I (Technical Qualification Compliance)
 - (e) A list of all partners/directors of the firm/company.

6

SUPPLY TERMS AND CONDITIONS

6. The List of housekeeping items and cleaning machines as required under the housekeeping supplies are listed in **ANNEXURE I**
7. All housekeeping items supplied must be of reputed brand or equivalent, as approved by DNLU in terms of quality and quantity as per the tender specifications.
8. Cleaning Machines shall be in workable condition and the operator shall be provided by the supplier only.
9. The Vice-Chancellor, DNLU, reserves full discretion to accept or reject any tender, including the lowest bid, without assigning reasons. Canvassing in any form will disqualify the bidder.
10. All items under each quoted category must be included in the financial bid. Partial quotes shall be treated as non-responsive, subject to any relaxation by the university.
11. The rates for each item must be clearly handwritten. Overwriting or corrections without proper attestation will render the quotation invalid.
12. Rates quoted at time of tender shall remain same for a period of one year, inflating of rates after allotment of tenders shall not be entertained.
13. Unit rates should be quoted in Indian Rupees for each item against each brand/make. Any applicable GST/taxes must be clearly mentioned; otherwise, prices will be deemed inclusive of all taxes.
14. DNLU shall be under no obligation to accept the lowest or any tender received.
15. Tenders not conforming to the specified product requirements and brands will be summarily rejected.
16. A Rate Contract will be executed with the selected vendor. Purchases will be made on an as and when required basis during the contract period, and the vendor must accept part supply orders.
17. Delivery of housekeeping items and cleaning machines must be made within the days as specified in each supply order, depending upon the need of the item. Usually, 7 days' time shall be given for the supply of the housekeeping items and cleaning machines. Delay will result in penalties and possible cancellation of the order, along with forfeiture of the security deposit.
18. In case of failure to deliver as per supply order within the stipulated time, DNLU reserves the right to procure from the open market. The excess cost incurred shall be recovered from the vendor's security deposit or pending bills.
19. Vendors are encouraged to inspect the required items/specifications as per Annexure I before submitting bids.
20. The Vice-Chancellor, DNLU, reserves the right to cancel or reject any or all tenders without providing any reason.
21. Vendors must ensure they have the logistical capability to deliver housekeeping

items and cleaning equipments to the DNLU Jabalpur campus premises at their own cost.

22. All purchase orders will be issued via email from reg@mpdnlu.ac.in to the vendor's registered email address.

PREPARATION AND SUBMISSION OF TENDER DOCUMENT

23. Tenders must be submitted strictly under a two-bid system. Bids not conforming to this structure shall be summarily rejected.

- Bid-1: Technical Bid – ANNEXURE II
- Bid-2: Financial Bid – ANNEXURE III

Note: Late submissions shall not be entertained under any circumstances.

24. BID-1: TECHNICAL BID

- (a) The Technical Bid must be accompanied by the Earnest Money Deposit (EMD) and Tender Fee, each in the form of separate Demand Drafts drawn from any scheduled bank, in favour of "Registrar, Dharmashastra National Law University", payable at Jabalpur.
- (b) Micro and small enterprises and startups of Madhya Pradesh will be exempted from payment of earnest money deposit.
- (c) Technical and Financial Bids must be placed in separate sealed envelopes and clearly marked accordingly.
- (d) Bidders must submit documentary evidence supporting each eligibility criterion listed in **ANNEXURE II**.
- (e) Bids without the correct EMD and/or Tender Fee shall be summarily rejected.
- (f) A signed and stamped copy of the complete tender document (each page) must be submitted, indicating full acceptance of the terms and conditions.
- (g) The tender must be signed by an authorized signatory, with the signatory's name, designation, and official seal clearly indicated. Bids signed by unauthorized personnel will be rejected.

25. BID-2: FINANCIAL BID

- (a) The Financial Bid must:
 - (i) Be submitted strictly as per the format in **ANNEXURE III**, with clear mention of applicable commercial terms and conditions.
 - (ii) Be placed in a separate sealed envelope, clearly superscribed: "*Financial Bid – Supply of Housekeeping Items and Cleaning Equipments at DNLU Jabalpur.*"
 - (iii) Include pricing that covers all transportation, freight, and other

6

- associated costs for the full contract duration.
- (iv) Conditional bids and those not conforming to the prescribed format shall be considered non-responsive and will be rejected.

EVALUATION CRITERIA

26. Technical Evaluation

- (i) The Technical Evaluation Committee constituted by the University will assess the Technical Bids based on the eligibility criteria detailed in **ANNEXURE II**.
- (ii) Only technically qualified bidders will be invited for opening of the Financial Bids.
- (iii) The Committee's decision on technical qualification shall be final and binding.

27. Financial Evaluation

- (i) Only Financial Bids of technically qualified bidders will be opened.
- (ii) The bidder quoting the lowest price (L-1) shall be identified as per the evaluation norms.
- (iii) In case more than one bidder qualifies as L-1, the one with the highest average annual turnover and longest valid trade license period shall be declared successful.

CONTRACT TERMS

28. Implementation:

- (a) Sub-contracting is strictly prohibited and shall be treated as a material breach of contract.
- (b) Bidders must provide contact details including office landline, mobile number, and email for effective communication.
- (c) The bidder shall be liable for any injury, damage, or death caused to their personnel while executing the contract. DNLU shall not be held responsible in any such case.
- (d) The successful bidder must enter into an agreement with DNLU, Jabalpur on a non-judicial stamp paper of Rs. 500/-.

29. The agreement may be terminated:

- (a) Automatically on expiry.
- (b) By either party with one month's notice.
- (c) By DNLU with immediate effect in case of breach, insolvency, or unauthorized sub-letting.

30. Services must continue during the notice period for smooth transition.

31. The successful bidder shall indemnify DNLU against all claims, damages, losses, or legal proceedings arising due to substandard supply or operational negligence.
32. The successful bidder must furnish a Performance Security Deposit equivalent to 5% of the total contract value. It shall be valid for the contract period plus 60 days.
33. The contract will remain in force for a period of 12 months from the date of award and may be extended upon mutual agreement.
34. In the event of natural calamities, strikes, government restrictions, or other force majeure events, both parties shall be relieved of their obligations temporarily. The affected party must inform the other party within 7 days of such occurrence.

PAYMENT TERMS

35. 100% payment will be released within 30 days of successful delivery and acceptance of the goods by DNLU.
36. No advance payments shall be made under any circumstances.
37. If GST or other taxes are not explicitly stated in the financial bid, it shall be assumed that the prices quoted are inclusive of all applicable taxes and duties.
38. DNLU is not bound to procure housekeeping items and cleaning equipment exclusively from the selected vendor during the contract period.
39. The vendor must ensure that the quality of items matches the specifications and approved brands. Any deviation will lead to rejection of goods.
40. All materials must be of high quality and adhere to government-approved standards. Substandard supplies will be summarily rejected.
41. The successful vendor shall deposit a Security Deposit of Rs. 50,000/-, which will be refunded after satisfactory completion of the contract without interest.

DISPUTE RESOLUTION AND JURISDICTION

42. In the event of any dispute or disagreement arising under or in relation to this tender or subsequent agreement, the parties shall attempt to resolve the matter amicably.
43. Failing such resolution, the matter shall be referred to arbitration under the Arbitration and Conciliation Act, 1996. The arbitrator shall be appointed by the Vice-Chancellor, DNLU Jabalpur, and the decision shall be final and binding.
44. All legal proceedings shall be subject to the exclusive jurisdiction of the courts at Jabalpur, Madhya Pradesh.

INTERPRETATION CLAUSE

45. In case of ambiguity in interpretation of any clause in the tender or contract, the interpretation provided by DNLU, Jabalpur shall be final and binding on all parties.

**The Registrar,
DNLU, Jabalpur**

ANNEXURE I

LIST OF HOUSEKEEPING ITEMS AND CLEANING EQUIPMENTS TO BE SUPPLIED

S. No.	Name of the Item	Brand / Make
1.	Acid	Certified Brand
2.	Black Phenyl	Certified Brand
3.	Perfumed/Herbal Phenyl	Certified Brand
4.	Micro Power/Soap Oil (Multi-Purpose Cleaning Liquid)	Certified Brand
5.	Scale Remover	Certified Brand
6.	Floor Cleaner / Citronella Oil / Lemon Grass Oil (Perfumed, Tiles Shining Purpose)	Certified Brand
7.	Toilet Cleaning Liquid	Harpic / Domex
8.	Glass Cleaner Liquid	Colin / Windex
9.	Room Freshener Liquid	Certified Brand
10.	Hand Wash Bottle with liquid - 500 ml	Lifebuoy / Dettol
11.	Hand Wash Liquid	Lifebuoy / Dettol
12.	Bleaching Powder	DCM / Vikram
13.	Sink Block Cleaning Powder	Drainex / Harpic
14.	Naphthalene Balls	Certified Brand
15.	Limestone Powder	Good Quality
16.	All Urinal Cubes	Sani Fresh
17.	Coconut Brooms (Floor Cleaning Brooms) Size: 2.5-3 ft, Weight: 400gms	Good Quality
18.	Soft Brooms (Floor Cleaning Brooms) Size: 2.5-3 feet, Weight: 250-300gms	Monkey / SSP / Akuram / Tiger
19.	Cobweb Stick Plastic - Brush Type (Size: 6.5 Feet) expandable up to 10 Feet	Certified Brand
20.	Cobweb Stick - Round Type (Size: 6.5 Feet) expandable up to 10 Feet	Certified Brand
21.	Cobweb Sticks Bamboo (10 Feet)	Good Quality
22.	Cobweb Sticks Bamboo (30 Feet)	Good Quality
23.	Rod Sweeping Sticks with brooms	Good Quality
24.	Dry Mop (Dust Control Mop) 67X14X5 (18")	Certified Brand
25.	Wet Mop with stick (300 gm stick)	Certified Brand
26.	Mop Sticks and Refills (only sticks)	Certified Brand
27.	Mop Refills more than 300 gm	Certified Brand

6

28.	Floor Wipers with Stick (5 Feet Aluminium Stick and 15 Inches Wipers)	Certified Brand
29.	Glass Cleaner Wipers, Expandable up to 4 to 5 feet	Gala / Scotchbrite
30.	Floor Cleaning Brushes (Plastic Handle cleaning Hard Push Broom Light Weight size: 3.5-4 feet)	Certified Brand
31.	Plastic Toilet Brushes Double Side – Hokey Type (Size: 10.5X19X1.9 Inches)	HiC / Gala
32.	Plastic Toilet Brushes – Round Type (Size: 10.9X17X1.9 Inches)	HiC / Gala
33.	Dust Pans – Plastic	Certified Brand
34.	Buckets – 5 Ltrs Capacity	Chetan / Cello / Supreme
35.	Buckets – 16 Ltrs Capacity	Chetan / Cello / Supreme
36.	Urinal Screen mat fresh scented	Good Quality
37.	Garbage Bags (Size: 19"x21", 25"x30", 29"x33", 30"x50")	Certified Brand
38.	Room Air Freshener – Spray (Sandal, Rose, Jasmine, Lime, Lavender) 300 ml	Odonil / Godrej / Air
39.	Bathroom Freshener – Pocket	Odonil / Godrej / Air
40.	Agarbatti – 100 sticks pack (Sandal, Rose, Jasmine, Lime, Lavender)	Certified Brand
41.	Flying Insect Killer – Spray (625 ml)	Baygon / Hit
42.	Gum Shoes – Light Weight	Tiger / Paragon
43.	Safety Protective Glasses – Transparent	Certified Brand
44.	Hand Gloves – Rubber Type (Bathroom Cleaning Use)	Sense Touch
45.	Hand Gloves – Disposal	Certified Brand
46.	Hair Covers – Disposable	Certified Brand
47.	Dusting Cloth (Size: 30X30 cm)	Certified Brand
48.	Mirror Cleaning Cloths (Size: 30X30 cm)	Certified Brand
49.	Green Scrubbers	Gala / Scotchbrite / Exo
50.	Steel Scrubbers (Stainless Steel)	Gala / Scotchbrite / Exo
51.	Sponges	Certified Brand
52.	Wall Bracket Brushes	Certified Brand
53.	Spray Bottles – 500 ml (Empty bottles)	Good Quality
54.	Soap Dispenser (Wall-mounted, 500–1000 ml capacity)	Good Quality / Certified Brand
55.	Tissue Rolls (Standard Toilet Tissue Roll)	Premier / Origami / Good Quality
56.	Tissue Packets (Facial Tissues - 50 to 100 pulls)	Premier / Origami / Good Quality
57.	Tissue Box (Plastic/Board Box for Tissue Pulls)	Certified Brand
58.	Disposable Plates – Large (12 inches)	Certified Brand / Good Quality
59.	Disposable Plates – Medium (10 inches)	Certified Brand / Good Quality
60.	Disposable Plates – Small (7 inches)	Certified Brand / Good Quality
61.	Plastic Glasses (Disposable, 200 ml)	Certified Brand / Good Quality

62.	Disposable Spoons (Standard Size)	Certified Brand / Good Quality
63.	Disposable Forks (Standard Size)	Certified Brand / Good Quality
64.	Water Dispenser (Simple Plastic Dispenser – Manual, for 15–20 Litre Bottles)	Milton / Cello / Nayasa / Certified Brand
65.	Water Bottles (200 ML)	Bisleri/Clear/Equivalent Brand
66.	Vacuum Cleaner (36 Ltr; Stainless Steel)	Certified Brand / Good Quality
67.	Single Disc Scrubber (Floor Cleaner)	Certified Brand / Good Quality
68.	Walk behind Scrubber (50 Ltr)	Certified Brand / Good Quality
69.	Two-Bucket Wringler Trolley	Certified Brand / Good Quality
70.	Lawn Mover 2HP for Grass Cutting	Certified Brand / Good Quality
71.	Mini JCB Excavator (For cleaning and levelling)	Certified Brand / Good Quality
72.	Road Roller (For Ground Maintenance)	Certified Brand / Good Quality
73.	Sewer Cleaning Machine	Certified Brand / Good Quality
74.	Platform Trolley (Loading capacity >= 300 Kg)	Certified Brand / Good Quality

ANNEXURE II

INFORMATION TO BE SUBMITTED WITH TECHNICAL BID Technical Compliance Statement

S. No.	Description		
1.	Name and Address of Applicant	:	
2.	Telephone / Fax / Email	:	
3.	Legal Status (Individual / Proprietary / Partnership / Company) – Attach supporting documents	:	
4.	PAN	:	
5.	GST Numbers	:	
6.	Names and Designations of Key Officers	:	
7.	Has your firm or any partner been debarred/blacklisted? If yes, provide details.	:	
8.	Any Other Relevant Information	:	

S.No.	Description	Page No. of Supporting Document
1.	Average Annual Turnover \geq ₹15 Lakhs (FY 2021-22 to 2023-24) – Certified by Chartered Account	
2.	Self-Certified Copy of PAN	
3.	Self-Certified Income Tax Returns for FY 2021-22, 2022-23, and 2023-24	
4.	Self-Certified Copy of GST Registration	
5.	Self-Certified GST Returns for FY 2021-22, 2022-23, and 2023-24	
6.	Self-Certified Copy Valid Trade License issue by Competent Authority	
7.	Notarized Affidavit of Non-Blacklisting (on ₹100 Stamp Paper) as per Annexure IV	

Signature of the Bidder with seal

ANNEXURE III

FINANCIAL BID (On Firm Letterhead)

S. No.	Name of the Item	Brand / Make	QTY	Unit Cost
1.	Acid	Certified Brand	1 Ltr.	
2.	Black Phenyl	Certified Brand	1 Ltr.	
3.	Perfumed/Herbal Phenyl	Certified Brand	1 Ltr.	
4.	Micro Power/Soap Oil (Multi-Purpose Cleaning Liquid)	Certified Brand	1 Ltr.	
5.	Scale Remover	Certified Brand	1 Ltr.	
6.	Floor Cleaner / Citronella Oil / Lemon Grass Oil (Perfumed, Tiles Shining Purpose)	Certified Brand	1 Ltr.	
7.	Toilet Cleaning Liquid	Harpic / Domex	1 Ltr.	
8.	Glass Cleaner Liquid	Colin / Windex	1 Ltr.	
9.	Room Freshener Liquid	Certified Brand	1 Ltr.	
10.	Hand Wash Bottle with liquid	Lifebuoy / Dettol	500 ML	
11.	Hand Wash Liquid	Lifebuoy / Dettol	1 Ltr.	
12.	Bleaching Powder	DCM / Vikram	1 Kg	
13.	Sink Block Cleaning Powder	Drainex / Harpic	1 Kg	
14.	Naphthalene Balls	Certified Brand	1 Kg.	
15.	Limestone Powder	Good Quality	1 Kg.	
16.	All Urinal Cubes	Sani Fresh	1 Kg.	
17.	Coconut Brooms (Floor Cleaning Brooms) Size: 2.5-3 ft, Weight: 400gms	Good Quality	1 Nos.	
18.	Soft Brooms (Floor Cleaning Brooms) Size: 2.5-3 feet, Weight: 250-300gms	Monkey / SSP / Akuram / Tiger	1 Nos.	
19.	Cobweb Stick Plastic - Brush Type (Size: 6.5 Feet) expandable up to 10 Feet	Certified Brand	1 Nos.	
20.	Cobweb Stick - Round Type (Size: 6.5 Feet) expandable up to 10 Feet	Certified Brand	1 Nos.	
21.	Cobweb Sticks Bamboo (10 Feet)	Good Quality	1 Nos.	
22.	Cobweb Sticks Bamboo (30 Feet)	Good Quality	1 Nos.	
23.	Rod Sweeping Sticks with brooms	Good Quality	1 Nos.	

24.	Dry Mop (Dust Control Mop) 67X14X5 (18")	Certified Brand	1 Nos.,	
25.	Wet Mop with stick (300 gm stick)	Certified Brand	1 Nos.	
26.	Mop Sticks and Refills (only sticks)	Certified Brand	1 Nos.	
27.	Mop Refills more than 300 gm	Certified Brand	1 Nos.	
28.	Floor Wipers with Stick (5 Feet Aluminum Stick and 15 Inches Wipers)	Certified Brand	1 Nos.	
29.	Glass Cleaner Wipers, Expandable up to 4 to 5 feet	Gala / Scotchbrite	1 Nos.	
30.	Floor Cleaning Brushes (Plastic Handle cleaning Hard Push Broom Light Weight size: 3.5-4 feet)	Certified Brand	1 Nos.	
31.	Plastic Toilet Brushes Double Side - Hokey Type (Size: 10.5X19X1.9 Inches)	HiC / Gala	1 Nos.	
32.	Plastic Toilet Brushes - Round Type (Size: 10.9X17X1.9 Inches)	HiC / Gala	1 Nos.	
33.	Dust Pans - Plastic	Certified Brand	1 Nos.	
34.	Buckets - 5 Ltrs Capacity	Chetan / Cello / Supreme	1 Nos.	
35.	Buckets - 16 Ltrs Capacity	Chetan / Cello / Supreme	1 Nos.	
36.	Urinal Screen mat fresh scented	Good Quality	1 Nos.	
37.	Garbage Bags (Small)	Certified Brand	1 Kg.	
38.	Garbage Bags (Medium)	Certified Brand	1 Kg.	
39.	Garbage Bags (Large)	Certified Brand	1 Kg.	
40.	Garbage Bags (Extra Large)	Certified Brand	1 Kg.	
41.	Room Air Freshener - Spray (Sandal, Rose, Jasmine, Lime, Lavender) 300 ml	Odonil / Godrej / Air	1 Nos.	
42.	Bathroom Freshener - Pocket	Odonil / Godrej / Air	1 Nos.	
43.	Agarbatti - 100 sticks pack (Sandal, Rose, Jasmine, Lime, Lavender)	Certified Brand	1 Nos.	
44.	Flying Insect Killer - Spray (625 ml)	Baygon / Hit	1 Nos.	
45.	Gum Shoes - Light Weight	Tiger / Paragon	1 Pair	
46.	Safety Protective Glasses - Transparent	Certified Brand	1 Nos.	
47.	Hand Gloves - Rubber Type (Bathroom Cleaning Use)	Sense Touch	1 Set	

48.	Hand Gloves – Disposal	Certified Brand	1 pair	
49.	Hair Covers – Disposable	Certified Brand	1 Pair	
50.	Dusting Cloth (Size: 30X30 cm)			
51.	Mirror Cleaning Cloths (Size: 30X30 cm)	Certified Brand	1 Nos.	
52.	Green Scrubbers	Gala / Scotchbrite / Exo	1 Nos.	
53.	Steel Scrubbers (Stainless Steel)	Gala / Scotchbrite / Exo	1 Nos.	
54.	Sponges	Certified Brand	1 Nos.	
55.	Wall Bracket Brushes	Certified Brand	1 Nos.	
56.	Spray Bottles – 500 ml (Empty bottles)	Good Quality	1 Nos.	
57.	Soap Dispenser (Wall-mounted, 500 ml capacity)	Good Quality / Certified Brand	1 Nos.	
58.	Tissue Rolls (Standard Toilet Tissue Roll)	Premier / Origami / Good Quality	1 Nos.	
59.	Tissue Packets (Facial Tissues - 100 pulls)	Premier / Origami / Good Quality	1 Nos.	
60.	Tissue Box (Plastic/Board Box for Tissue Pulls)	Certified Brand	1 Nos.	
61.	Disposable Plates – Large (12 inches) – 100 Pack	Certified Brand / Good Quality	1 Nos.	
62.	Disposable Plates – Medium (10 inches) – 100 Pack	Certified Brand / Good Quality	1 Nos.	
63.	Disposable Plates – Small (7 inches) – 100 Pack	Certified Brand / Good Quality	1 Nos.	
64.	Plastic Glasses (Disposable, 200 ml) – 100 Pack	Certified Brand / Good Quality	1 Nos.	
65.	Disposable Spoons (Standard Size) – 100 Pack	Certified Brand / Good Quality	1 Nos.	
66.	Disposable Forks (Standard Size) – 100 Pack	Certified Brand / Good Quality	1 Nos.	
67.	Water Dispenser (Simple Plastic Dispenser – Manual, for 15–20 Litre Bottles)	Milton / Cello / Nayasa / Certified Brand	1 Nos.	
68.	Water Bottles (200 ML) – 24 pcs	Bisleri/Clear/Equivalent Brand	1 Nos.	
69.	Vacuum Cleaner (36 Ltr; Stainless Steel)	Certified Brand / Good Quality	Per Day	
70.	Single Disc Scrubber (Floor Cleaner)	Certified Brand / Good Quality	Per Day	
71.	Walk behind Scrubber (50 Ltr)	Certified Brand / Good Quality	Per Day	
72.	Two-Bucket Wringler Trolley	Certified Brand / Good Quality	Per Day	

73.	Lawn Mover 2HP for Grass Cutting	Certified Brand / Good Quality	Per Day	
74.	Mini JCB Excavator (For cleaning and levelling)	Certified Brand / Good Quality	Per Day	
75.	Road Roller (For Ground Maintenance)	Certified Brand / Good Quality	Per Day	
76.	Sewer Cleaning Machine	Certified Brand / Good Quality	Per Day	
77.	Platform Trolley (Loading capacity >= 300 Kg)	Certified Brand / Good Quality	Per Day	
TOTAL COST				

NOTE: (To be read and acknowledged by the bidder)

1. All items under each respective category must be quoted in the financial bid.
2. Partially quoted categories shall be treated as invalid, and such bids will be considered unresponsive.
3. The total price shall be compared. The bidder quoting the lowest price (L1) will be awarded the rate contract for the respective category.
4. The unit rates quoted must be inclusive of GST and all other applicable Central/State Government taxes, along with transportation charges to DNLU, Jabalpur.
5. No minimum purchase commitment will be made under the rate contract; bidders cannot raise claims on volume of orders.
6. The rates quoted shall remain valid for the entire agreement period starting from the date of signing of the agreement.
7. In the event of a tie, the contract will be awarded to the firm with the highest average annual turnover for the financial years 2021-22, 2022-23, and 2023-24 and longest valid trade license period shall be declared successful.

Signature of the Authorized Signatory

Date: _____

Name: _____

Place: _____

Designation: _____

Company: _____

Seal: _____

17

ANNEXURE IV

DECLARATION

*(To be provided on notarized affidavit of ₹100 Stamp Paper
and submitted along with the technical bid)*

I / We do hereby certify that our firm is not blacklisted and that no enquiries or cases are pending against us by the Government of India / Government of Madhya Pradesh or by any State Board or University, since the inception of the firm / company.

All the terms and conditions mentioned in the tender with Tender No. REG/326/DNLU/2025-26, dated June 21, 2026, titled "For Supply of Housekeeping Items" issued by Dharmashastra National Law University, Jabalpur, are acceptable to us.

We also certify that the information provided in the submitted documents is true and complete in all respects. We explicitly agree that if at a later date it is found by the University that any detail provided by us is incomplete or incorrect, any contract awarded to us may be terminated forthwith. Our firm may also be blacklisted, and the University may initiate any legal or penal proceedings as deemed fit.

Date: _____

Place: _____

Authorized Signatory/Deponent

Name: _____

Designation: _____

Firm/Company: _____

Contact No: _____

Firm/Company Seal

Witness:

1.

2.

6