

**APPLICATION FORM FOR CLEANING OF LAWNS & PLAYFIELDS**

To

The Principal  
Delhi Public School  
Mathura Road,  
New Delhi-110003

Dear Sir,

I/We hereby apply for provision of Cleaning of Lawns and Play Fields in your School from 01.07.2019 to 30.06.2020. I/We have gone through the terms and conditions and agree to the same. The details are as under:-

1. Name of Applicant : \_\_\_\_\_
2. Full Address : \_\_\_\_\_
3. Telephone Number : \_\_\_\_\_
4. Constitution (whether : \_\_\_\_\_  
individual/ Firm/Company/  
Co-operative Society)
5. Date of Establishment : \_\_\_\_\_
6. a) GST No : \_\_\_\_\_  
b) PAN No : \_\_\_\_\_  
c) PF Code : \_\_\_\_\_  
d) ESI No. : \_\_\_\_\_
7. Past Experience (Please attach  
separate sheet)  
a) Total Experience : \_\_\_\_\_  
b) Experience in DPS : \_\_\_\_\_  
c) Experience in other Schools : \_\_\_\_\_
8. Rates for the services (In figures) : Rs. \_\_\_\_\_  
  
(In words) : \_\_\_\_\_

**(Details must also be given separately)**

9. Application Form Fee : Banker's Cheque to be issued Rs. 1,000/- in  
favour of Delhi Public School, Mathura Road,  
New Delhi.

Date: \_\_\_\_\_

Signature of Applicant with Stamp

***(Please attach additional information/brochure/Price-list, if necessary)***



## NOTICE INVITING TENDERS FOR CLEANING OF LAWNS, PLAYFIELDS

1. Sealed tenders are invited by the Principal, Delhi Public School, Mathura Road, New Delhi for Cleaning of Lawns and Play Fields) from 01<sup>st</sup> July, 2019 to 30<sup>th</sup> June, 2020.
2. The tender should be accompanied with application fee (non-refundable) of Rs. 1,000/- (Rupees one thousand only) in the form of Demand Draft/Pay Order in favour of the DPS Mathura Road, New Delhi, payable at New Delhi. The application form without accompanying the Application Fee shall not be considered.
3. The licensee shall deposit security deposit of Rs. 1 lakh (Rupees One lakh only) on award of work. The said deposit shall not bear any interest and will be refunded on termination of contract after adjusting dues/damages, if any.
4. The security deposit shall be forfeited in case the licensee does not comply with the terms and conditions of the contract.
5. The services shall include & cover provision of one supervisor, 04 skilled gardeners & 05 semi skilled gardeners. The staff to be deployed must meet the eligibility criteria. The licensee shall submit the diploma/certificate and other educational qualification/document to the licensor in support of the staff to be deployed by the licensee.
6. The Licensee has no objection to the security personnel frisking its staff.
5. Lawn mower and water supply shall be provided by the Licensor. However, all other tools/equipments, cost of other consumables such as diesel etc. shall be borne by the Licensee.
6. The licensee shall be responsible for the conduct, behavior and discipline to be maintained at the work place in respect of the workmen engaged by it. In case any misconduct the licensee will take suitable action against such defaulting workmen, keeping the licensor informed about the action taken by him/them.
7. The staff of Licensee shall not make any kind of cash dealing with the students/staff of licensor.
8. Both the parties shall not employ (full time or part time) any of the staff provided by the licensee for a period extending to six months after termination of this agreement.
10. The licensee will be responsible for deploying adequate staff (exact number of staff deploys should be mentioned in the bill). All liabilities on account of staff including PF/ESI, Labour laws etc. shall be borne and complied by licensee. The licensee shall submit **attendance sheet, wages register, separate ECR of PF and ESI alongwith the monthly bill**. The payment shall be made on receipt of bill completed in all aspects. Necessary tax shall also be deducted from the payment as per Income tax rules.
11. The licensee will be fully responsible for any mishappening/accident occured with its staff engaged in the School during the currency of the agreement. Licensor shall not be liable to pay any kind of compensation to the licensee of its staff.
12. Licensee will provide police verification certificate/report of the staff deployed in the premises and stand fully responsible for its staff/workers antecedents.
13. The contract is neither transferable in whole or in part nor it can be sublet to any third agency/party.
14. All correspondence between Licensee and Licensor made before & after signing of this agreement shall be treated as integral part of this agreement.
15. Licensee shall not employ for work or otherwise allow any person at the stipulated space who is not of good character and behaviour and is suffering from any contagious/infectious disease or is not suitable or otherwise unsuitable to be seen in the premises of Delhi Public School.
16. The licensee shall get its staff insured from an approved insurance company. A copy of the policy shall be submitted to the Licensor by the Licensee.
17. The licensee shall also provide all necessary compliances/licenses, registration under Labour Cess etc. to the licensor as and when asked.

18. The staff deployed by the licensee shall perform six day duties in a week as per the timings fixed by the licensor. The licensee shall also provide substitute in case any staff is absent. In case the substitute is not provided, proportionate deduction shall be made from the monthly bill.
19. The agreement can be terminated by either of the parties by giving notice of 30 days to the other party. In case of 30 days notice is not given by the licensee, the licensee shall be liable to pay one month charges to the licensor. In case the Licensor terminates the contract without 30 days notice it shall pay one month charges to the licensee. However, in case of severe lapses on part of the licensee, the agreement can be terminated by the licensor forthwith and without giving any notice to the licensee. The licensor also reserves the right to terminate the contract without assigning any reason.
20. Any dispute arising out of this contract, during the period of contract will be referred to an arbitrator appointed by the Chairman of School/Society. The decision of such an arbitrator shall be final and binding on both the parties.
21. The forms completed in all aspects should reach the **Principal, Delhi Public School, Mathura Road, New Delhi-110003** through Speed/Regd. Post only latest by **18<sup>th</sup> June 2019**. Forms received after due date shall not be considered.

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