

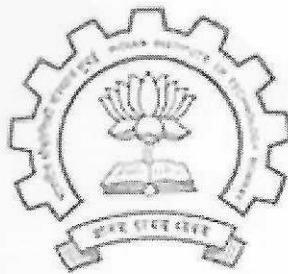
**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY  
PUBLIC HEALTH OFFICE**

**TENDER DOCUMENTS**

**FOR**

**HOUSEKEEPING WORK CONTRACT FOR ACADEMIC AREA  
(DEPARTMENT, CENTERS, SECTION, WORKSHOPS AND  
ADMINISTRATION BLDGS.) AND SURROUNDING AREA IN IIT BOMBAY**

**YEAR 2025-26**



**(COMMERCIAL BID DOCUMENTS)**

# COMMERCIAL BID :-

## TOTAL AMOUNT DETAILS FOR HOUSEKEEPING WORK CONTRACT FOR ACADEMIC & DEPARTMENT AREA IN IIT BOMBAY.

Sr. No.	Commercial details	Amount in Rs.
1	Schedule Amount per year	-----
2	GST @ 18% on total amount	-----
3	Net amount per year including GST @ 18%	-----
4	Say Total Amount per year including GST @ 18%	-----
In words: (Rupees ----- only) per year.		

Contractor Signature  
& Company Stamp

*Pankaj P. Bhosale*  
(PANKAJ P. BHOSALE)  
Public Health Officer



**SCHEDULE OF WORK:-**

**Housekeeping work contract of Academic area (departments, centers, sections, workshops and administration bldgs.) and surrounding area in IIT Bombay**

Item No.	Description of work	Yearly	Units	Rate per sqm per month in Rs.	Amount per year in Rs.
1.1	Daily sweeping & removal of mud, silt, unwanted material, papers, plastics from building entrance roads, cycle stand, <b>parking area</b> , walk way and open concrete area in front & at surrounding of buildings & disposal of these collected material at given location as per scope of work and instructions of PHO with required manpower, tools, equipments, machines & sanitary consumables etc. complete as directed.	587394	Sqm	-----	-----
1.2	Daily sweeping & <b>mopping of floors</b> , cleaning of furniture's & railings, removal of inside cobweb, removal of dust accumulated at skirting & window off – sets and collection, segregation & storage of papers, plastics, E- waste and unwanted materials from corridors, staircases, foyers, all offices, computer rooms, class rooms, laboratories, seminar halls, faculty rooms, lounges, waiting rooms and common areas as per scope of work and instructions of PHO with required manpower, tools, equipments, machines & sanitary consumables etc. complete as directed.	2593914	Sqm	-----	-----
1.3	<b>Daily cleaning of toilets block</b> continuous monitoring and periodic hard cleaning to ensure a cleaning and odorless environment at all times including dado, floors, urinals, washbasins, W. C. pans, plumbing fixture and removal of waste material from nahani trap, removal of inside cobweb, chock up in nahani trap and collection of waste materials, papers, plastics & unwanted material from toilet blocks and disposal of it as per scope of work and instructions of PHO with required manpower, tools, equipments, machines & sanitary consumables etc. complete as directed.	68191	Sqm	-----	-----

**Contractor Signature  
& Company Stamp**

*Pankaj P. Bhosale*  
**(PANKAJ P. BHOSALE)**  
Public Health Officer



Item No.	Description of work	Yearly	Units	Rate per sqm per month in Rs.	Amount per year in Rs.
1.4	Daily twice in a day sweeping/washing & mopping of floors & collection of papers & plastics from dining hall area of <b>staff canteen</b> as per scope of work with manpower, required tools, equipments, machines and sanitary consumables etc. complete as directed	4232	Sqm	-----	-----
1.5	Monthly use of sanitary material for all area cleaning work and instructions of PHO as per list of sanitary materials with given quantity and company brands as per scope of work etc. complete as directed .( As per quantity given in Annexure- II)	12	Months	-----	-----
1.6	Alternate day or as per requirement sweeping & removal of mud, silt, unwanted material, papers, plastics from <b>Roads</b> , Building entrance roads, cycle stand, <b>parking area</b> , walk way, and open concrete area in front & at surrounding of buildings & disposal of these collected material at given location as per scope of work and instructions of PHO with required manpower, tools, equipments, machines and sanitary consumables etc. complete as directed.	538036	Sqm	-----	-----
1.7	<b>Once in a month</b> cleaning & dry vaccuming of carpets and chairs of all seminar hall, conference room, offices, lounges and <b>Auditoriums</b> as per scope of work and instructions of PHO with required manpower, tools, equipments, machines & sanitary consumables etc. complete as directed.	81332	Sqm	-----	-----
1.8	Once in a month floor, skirting, dado, staircase <b>scrubbing/ washing</b> & mopping from corridors, foyers, computer room, offices, class rooms, laboratories, libraries, lounges, faculty rooms, dusting of showcase, trophy, shield, medal etc. and common areas as per scope of work & direction of PHO with required manpower, tools, equipments, machines and sanitary consumables etc. complete.	851328	Sqm	-----	-----

Contractor Signature  
& Company Stamp

*Pankaj P. Bhosale*  
(PANKAJ P. BHOSALE)  
Public Health Officer



Item No.	Description of work	Yearly	Units	Rate per sqm per month in Rs.	Amount per year in Rs.
1.9	<b>Once in a month</b> cleaning, removal of mud silt, dry leaves & unwanted material and wild growth removal from <b>plinth area</b> and building surrounding storm water drains as per scope of work and instructions of PHO with required manpower, tools, equipments, machines & sanitary consumables etc. complete as directed.	108791	Sqm	-----	-----
1.10	<b>Once in a month</b> cleaning & wiping of Tube lights and fans from corridors, verandah, staircase, foyer, lounges, offices, laboratories, libraries, class rooms, stores, faculty rooms and common areas as per scope of work and instructions of PHO with required manpower, tools, equipments, machines & sanitary consumables etc. complete as directed. ( 1 unit = One fan and two tube lights).	105000	Nos.	-----	-----
1.11	<b>Once in Four months inside &amp; outside cobweb removal</b> work from walls, slabs, ceilings, chhajja, ducts, trusses, steel structure and odd areas of all buildings, cycle stands & parking areas as per scope of work with required manpower, tools, equipments and machines etc. complete as directed.	430226	Sqm	-----	-----
1.12	<b>Once in two months cleaning of internal &amp; external glass partitions &amp; window glasses</b> upto 2 <sup>nd</sup> floor level of all buildings as per scope of work with required manpower, tools, equipments, rope pulley machines and sanitary consumables, including all safety precaution etc. complete as directed.	56186	Sqm	-----	-----

**Contractor Signature  
& Company Stamp**

*Pankaj P. Bhosale*  
**(PANKAJ P. BHOSALE)**  
Public Health Officer



Item No.	Description of work	Yearly	Units	Rate per sqm per month in Rs.	Amount per year in Rs.
1.13	Monthly cleaning of all building terraces, top roof of cycle stands & parking sheds at Academic & Departments area and along with necessary transportation of material as per scope of work and instructions of PHO with required manpower, tools equipments, machines and sanitary consumables, etc. complete as directed.(Note:- Two times in a month in rainy season)	1488754	Sqm	-----	-----
<b>Total Amount</b>					-----

**Contractor Signature  
& Company Stamp**

*Pankaj P. Bhosale*  
**(PANKAJ P. BHOSALE)**  
Public Health Officer

