

**Goa Vidyaprasarak Mandal's  
Gopal Govind Poy Raiturcar  
College of Commerce & Economics  
Shri. Sitaram Kerkar Vidya Sankul  
P.O. B.No. 102, Farmagudi by-pass Junction  
Ponda-Goa 403 401**

**TENDER FOR OUTSOURCING OF SERVICES**

Sealed Tenders are invited from the competent agencies of Goa for Outsourcing the following services at G.V.M.'s Gopal Govind Poy Raiturcar College of Commerce and Economics as per the requirements enlisted against each of the designation.

Sr. No	Services to be outsourced	Job Profile
1	Gardener	Monitoring the Garden plants, nursery, watering and feeding plants, trimming trees and shrubs, fertilizing and mowing lawns, grafting, weeding gardens and keeping green spaces and walkways clear of debris and litter, maintaining landscaping equipment, including mowers, trimmers and fertilizers of all kinds.
2	Housekeeping	Perform a variety of cleaning activities such as sweeping, mopping, dusting and polishing of rooms, verandas, corridors, staircase, windows, window glasses, window panels, grills, doors, furniture (cup boards, Black Boards, desks /benches, tables, chairs etc.), fans, tube lights and other electrical appliances, etc. Ensure all rooms including all washrooms and toilets are cared for and inspected according to standards.

Tenders should specify the monthly rate as well as the rate per year. Sealed tenders for outsourcing the above services should reach to the Principal by 27/05/2025 before 3:00 p.m. by specifying on the envelope outsourcing of services.

If service rendered are satisfactory, then it may be continued till the end of financial year 2025-26. There will be no claim whatsoever to continue the services.

Agency shall fulfill all statutory requirements like EPF, ESI, GST, etc. No additional benefit will be provided for the above services. Agency should provide uniform to the employee. The management reserves the right to accept or reject any or all tenders without assigning any reason thereof. Management also reserves the right to terminate the services any time depend on the quality of services provided.

Date: 22/05/2025

Prof. Teotone Vaz  
PRINCIPAL