

**VP'S MANDRE COLLEGE OF COMMERCE, ECONOMICS AND
MANAGEMENT, MANDRE - GOA**

TENDER FOR OUTSOURCING OF SERVICES (2025-26)

Tenders/Quotations are invited from Agencies/individuals for outsourcing the following services at VP's Mandre College of Commerce, Economics and Management, Mandre - Goa as per the requirements enlisted against each of the services. Quotations invited from the agencies/Individuals are to be strictly registered in the state of Goa only having valid PSARA license.

SR.NO	SERVICE TO BE OUTSOURCED	NO. OF POST	JOB REQUIREMENT	QUALIFICATION/EXPERIENCE
1	Watchman/ Security	3	Working in shifts, patrolling property, monitoring surveillance equipment, monitor and control access at building entrances and vehicle gates	Knowledge of local language. Preference for Std.VIII. Experience as security/watchman
2	Gardener	1	Monitoring the health of all plants and greenspaces, raising the garden, 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	Knowledge of local language. Preference for Std.VIII. Experience of working in nurseries, farms, horticulture departments.
3	Housekeeping	3	Perform a variety of cleaning activities such as sweeping, mopping, dusting and polishing: Ensure all rooms are cared for and inspected according to standards; notify superiors on any damages, deficits; Check stocking levels of all consumables and replace when appropriate.	Knowledge of local language. Preference for Std.VIII. Experience as cleaner or housekeeper

Tenders/Quotations should specify the monthly salary by quoting rate per day. It should also accompany experience/qualifications and areas of specialty. Charges to be quoted should be all inclusion. Tenders/Quotations for outsourcing the above services should reach this office by **20/03/2025 before 11.00 a.m.** by specifying on the envelop Outsourcing of services. Tender documents can be obtained from college office from **06/03/2025 to 20/03/2025 between 9.30 a.m. to 2.30 p.m.**

Date and time of opening of tender document: 25/03/2025 at 11.00 a.m.

The institute is not providing any employment to any individual but only hiring their services. If service rendered is satisfactory, the outsourcing services will be continued or if found not satisfactory, will be terminated. There will be no claim to continue service on contract basis. No other allowances will be provided for the above services.

The management reserves the right to accept or reject any quotation without assigning any reason thereof.

Sd/-

Adv. Ramakant D. Khalap

CHAIRMAN

11/03/2023