

**CARMEL COLLEGE OF ARTS, SCIENCE AND COMMERCE FOR WOMEN,
NUVEM, SALCETE – GOA. 403 713
Ph.No. 0832- 2790959/2790714**

**TENDER NOTICE
FOR OUTSOURCING OF GARDENING, HOUSEKEEPING & SECURITY SERVICES**

Quotation are invited from agencies/individuals on daily wages payment basis for outsourcing the following services at Carmel College of Arts, Science and Commerce for Women as per the requirement enlisted against each of the services.

Sr.No.	Services to be outsourced	No. of Post	Job requirement	Qualification/Experience
1.	Security	03	To work in shifts, patrolling property, monitoring surveillance, and control excess at Institute entrances and vehicle gates. Has to monitor the flow of students and staff and respond in emergency situation whenever required.	Literate with knowledge of Konkani language., Persons with experience as security/watchman in reputed schools, colleges agency/company will be preferred
2.	House-keeping	04	Includes performing a variety of cleaning activities such as sweeping, mopping, dusting polishing. To ensure that all class rooms, toilets, washrooms, offices and common rooms are cared for and inspected daily according to the standards and notify the superiors /Principal about any damages or defects and also check stock level of all consumables and replace when required	Knowledge of Konkani language. Literate with proven experience as a cleaner or housekeeper. Should have the ability to work with little supervision and maintain a high level of performance. People residing in the vicinity of the college is preferred.
3.	Gardener	01	Includes monitoring the health of all plants and green spaces, watering plants, trimming trees and shrubs, fertilising and mowing lawns, grafting, weeding gardens, and keeping green spaces and walkways clear of debris and litter, maintain landscaping equipment's including movers, trimmers and fertilizers.	Literate with knowledge of Konkani language. Experience of working in nurseries, farms or horticulture department is preferred.

Quotations should specify the wage rate payable per day. It should also include experience and qualification along with the area of speciality.

The quotation for outsourcing the above services, addressed to the Principal, Carmel College of Arts, Science and Commerce for Women, Salcete – Goa. 403713, should reach by 27/05/2022 by 3.00 p.m.

The Principal reserves the right to accept or reject any tender without assigning any reason thereof.

Date:22/05/2022

**Dr. Sr. Maria Lizanne A.C.
Officiating Principal**